
AGENDA

**Coast Community College District
Regular Meeting of the Board of Trustees
Date: Wednesday, April 4, 2012
4:00 p.m. Closed Session, 6:30 Regular Meeting
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))

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

Position: Vice Chancellor of Educational Services and Technology

1.04.02 Conference with Labor Negotiator

(Pursuant to Government Code Section 54957.6)

Unrepresented Employee: Vice Chancellor of Educational Services and Technology

Agency Negotiators: Trustee Jim Moreno, Board President, and Dr. Andrew Jones, Chancellor

1.04.03 Public Employment (Pursuant to Government Code 54957 (b)(1))

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

a) Faculty Special Assignments

b) Substitute Faculty

- c) Full-time Faculty
- d) Part-time Faculty
- e) Educational Administrators
 - a. Public Safety Training Coordinator
 - b. Dean, Instruction, Career & Technical Education
 - c. Interim Vice President of Instruction
- f) Classified Management
- g) Classified Staff
 - a. Division Area Office Coordinator
 - b. Adm/Records Tech 2
- h) Reclassification and Reorganization/Reassignment
- i) Classified Temporary Assignments
 - a. Special Assignment
 - b. Military/Contract Educ Program Coordinator
- j) Hourly Staff
- k) Substitute Classified
- l) Clinical Advisor/Summer
- m) Medical Professional Hourly Personnel
- n) Student Workers

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

1.04.05 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

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

Coast Community College Association vs. Coast Community College District
Public Employment Relations Board Case No. LA-CE-5436-E
Damian Rodriguez vs. George Phan et al., Orange County Superior Court Case
No. 30-2011-00445563
Coast Federation of Educators vs. Coast Community College District, Public
Employment Relations Board Case No. LA-CE-5578-E

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

Potential Initiation of Litigation: One Case

1.04.08 Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-section "b" of *Government Code* Section 54956.9. Two Cases:

1. Construction delays at Orange Coast College
2. Construction delays at Golden West College

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

1.06 Pledge of Allegiance - Trustee David Grant

1.07 Report of Action in Closed Session (if any)

1.08 Public Comment (Open Session)

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board prior to speaking. The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board. Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Board at (714) 438-4848 as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

1.09 Comments from Faculty Regarding Academic Planning Initiatives and Participatory Governance

2.00 Informative Reports

2.01 Report from the 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 and Review of Board Committee Meeting Dates

- 2.08 Report on Mobile Applications
- 2.09 Report on District-Wide Emergency Preparedness
- 2.10 Presentation on Credits for College
- 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), Association of Community College League (CCLC), and California Community College Trustees (CCCT)
 - 3.03 The Board Directives Log
 - 3.04 Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policy 7909 Search and Selection of the Coast Community College District Executive Management Employees
 - 3.05 Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policies

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 GWC - Student Trips
 - 6.02 CCC - Student Trips
 - 6.03 OCC - Student Trips
- 7.00 Authorization for Special Projects
 - 7.01 GWC - Special Projects
 - 7.02 CCC - 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**
- 9.00 Authorization for Disposal of Surplus**
 - 9.01 DIS - 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 OCC - Clinical Contracts**
 - 11.02 CCC - Clinical Contracts**
- 12.00 Approval of Standard Agreements**
 - 12.01 CCC - Standard Agreements (Scope of Work)**
- 13.00 Authorization for Purchase of Institutional Memberships**
 - 13.01 CCC - Institutional Memberships**
 - 13.02 OCC - Institutional Memberships**
- 14.00 Authorization for Off-Campus Assignments**
 - 14.01 OCC - Off-Campus Assignments**
- 15.00 Authorization for Community Activities**
 - 15.01 GWC - Community Activities**
 - 15.02 OCC - Community Activities**
- 16.00 Personnel Items**
 - 16.01 DIS - Personnel Items**
 - a. Authorization for Schedule Changes, Classified Staff**
 - b. Authorization for Professional Experts**
 - c. Authorization for Monthly Travel Allowance**
- 17.00 Authorization for Independent Contractors**
 - 17.01 GWC - Independent Contractors**
 - 17.02 CCC - Independent Contractors**
 - 17.03 OCC - Independent Contractors**
 - 17.04 DIS - Independent Contractors**

18.00 Authorization for Professional Development Program

18.01 DIS - Professional Development Program

19.00 Authorization for Staff Development

19.01 GWC - Staff Development

20.00 Approval of Purchase Orders

20.01 DIS - 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 - Check List for General Obligation Fund

23.00 Authorization for Special Payments

23.01 OCC - Authorization for Special Payments

23.02 DIS - Authorization for Special Payments

DISCUSSION CALENDAR

24.00 Approval of Agreements

24.01 CCC - Approve Memorandum of Understanding between Commanding Officer, Naval Air Station Corpus Christi, and the Coast Community College District to Provide Educational Support Services to Personnel of the United States Navy

24.02 CCC - Approve Permission Agreement for the Non-Exclusive License Granted to Coast Community College District (Author) and Kendall Hunt Publishing Company (Kendall Hunt) by Sick Cow, Inc. (Lender) for Use of the Text Copy of a Speech Given by Will Ferrell in Author's Work, Tentatively Entitled Public Speaking: Preparation and Presentation in a Digital World (Textbook) to be Published by Kendall Hunt

24.03 DIS - Approve Amendment to Agreement between Sophia Higher Education, Inc., and the Coast Community College District for Actionline 12 Support Services Amendment to Software License and Services Agreement

24.04 OCC - Authorization to Enter into an Agreement between the Coast Community College District (Orange Coast College) and the 32nd District Agricultural Association for Reciprocal Use of Parking Lots and the Use of the Pacific Amphitheatre for the Orange Coast College Commencement on May 23, 2012

- 24.05 DIS - Approval of Non-Standard Agreement between the Orange County Sanitation District and the Coast Community College District Regarding the Imposition and Payment of Capital Facilities Capacity Charges
- 24.06 OCC - Approve Agreement between the Institute of Reading Development and the Coast Community College District for the Purpose of Teaching a Series of Reading Enrichment Programs Offered by Orange Coast College
- 24.07 DIS - Approval of Employment Agreement, Public Safety Training Coordinator, GWC
- 24.08 DIS - Approval of Employment Agreement, Dean, Instruction, Career and Technical Education, CCC
- 24.09 OCC - Approval of Amendment #1 on Approved Lease Agreement between the County of Orange, a Political Subdivision of the State of California and Coast Community College District (Orange Coast College School of Sailing and Seamanship), a Public Educational Agency
- 24.10 DIS - Approval of Employment Agreement, Interim Vice President of Instruction, CCC
- 24.11 DIS - Approval of Employment Agreement for Vice Chancellor of Educational Services and Technology
- 24.12 DIS - Approve Non-Standard Consultant Services Agreement between Milliman Consultants and Actuaries and the Coast Community College District to Provide an Actuarial Attestation in Order for the Coast Community College District to Receive the Medicare Part D Employer Subsidy from the Centers for Medicare and Medicaid Services (CMS)
- 25.00 Buildings and Grounds Approvals
 - 25.01 DIS - Approve Change Order No. 3; Golden West College Learning Resource Center Phase IV; Bid No. 1963
 - 25.02 DIS - Authorization to File Notice of Completion and Release Retention Funds
- 26.00 General Items of Business
 - 26.01 GWC - Authorization to Purchase One-Hundred (100) Hewlett Packard Computers and One-Hundred (100) Monitors for the Golden West College Computer Science Labs using the Western States Contracting Alliance (WSCA) Master Price Agreement
 - 26.02 DIS - Ratification of Agreement between Employee Relations Inc. and the Coast Community College District, and Authorization of Special Payment for Expenses Related to Vice Chancellor of Educational Services and Technology Background Check Authorization
 - 26.03 DIS - Appointment to the City of Huntington Beach Community Services Commission for the Term July 1, 2012 - June 30, 2016

- 26.04 CCC - Approval for the Orange County Registrar of Voters to Operate a Voting Poll at Coastline Community College
- 26.05 CCC - Closure of Coastline Community College Bookstore Bank Account
- 26.06 OCC - Approval for the Associated Students of Orange Coast College to Increase the College Service Charge
- 26.07 DIS - Bid Award and Tabulation Bid 2006
- 26.08 DIS - Approval of Material Fees
- 26.09 OCC - Educational Master Plan, Vision Statement and Mission Statement
- 26.10 DIS - Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services
- 26.11 GWC - Independent Contractors
- 27.00 Resolutions
 - 27.01 DIS - Adoption of Resolution #12-07 to Establish Appointment of Member/Alternate Member of Retiree Health Benefit Program Joint Powers Authority (JPA) by Position
 - 27.02 DIS - Adoption of Resolution #12-08 Authorizing Payment to Trustee Absent from Board Meeting
 - 27.03 DIS - Adoption of Resolution #12-09 Authorizing Payment to Trustee Absent from Board Meeting
 - 27.04 DIS - Adoption of Resolution #12-10 Authorizing Signatures - Orange County Department of Education
- 28.00 Approval of Minutes
 - 28.01 DIS - Approval of Minutes
- 29.00 Policy Implementation
 - 29.01 DIS - Adoption of Revised Board Policy 2735 Board of Trustees' Travel
- 30.00 Close of Meeting
 - 30.01 Adjournment

PRELIMINARY MATTERS
(White Pages)

**Wednesday, April 4, 2012
Regular Meeting**

1. Preliminary Matters

Subject	1.01 - 1.09 Preliminary Matters
Meeting	Apr 4, 2012 - 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 - Trustee David Grant

1.07 Report of Action in Closed Session (if any)

1.08 Public Comment (Open Session)

1.09 Comments from Faculty Regarding Academic Planning Initiatives and Participatory Governance

At this time, members of the faculty shall have the opportunity to comment on academic planning initiatives and participatory governance. The following members of the faculty shall provide comments: Academic Senate President Theresa Lavarini, Academic Senate Curriculum Chair Jaima Bennett, Academic Senate Mathematics Chair Pete Bouzar, Academic Senate Vice President Yvonne Valenzuela and former Orange Coast College Academic Senate President Eduardo Arismendi-Pardi.

GENERAL INFORMATION AND REPORTS
(White Pages)

2. Informative Reports

Subject	2.01 - 2.10 Informative Reports
Meeting	Apr 4, 2012 - Regular Meeting
Category	2. Informative Reports
Access	Public
Type	Informative Reports

2.01 Report from the Chancellor

Dr. Andrew Jones

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

Tarez Henderson, 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)
Don Turnbull, 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 Oja, Association of Confidential Employees (ACE)
Vince Rodriguez, Coast District Management Association (CDMA)

2.06 Reports from the Board of Trustees

Trustee Jim Moreno, Board President
Trustee Mary Hornbuckle, Board Vice President
Trustee Dr. Lorraine Prinsky, Board Clerk
Trustee Jerry Patterson
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, April 10, 2012 at 2:00 p.m., Board of Trustees' Conference Room
CTE Committee, April 11, 2012 at 9:00 a.m., Board of Trustees' Conference Room
Accreditation Committee, April 17, 2012 at 3:30 p.m., Board of Trustees' Conference Room
Legislative Affairs Committee, April 30, 2012 at 9:00 a.m., Board of Trustees' Conference Room
Audit and Budget Committee, May 1, 2012 at 3:30 p.m., Board of Trustees' Conference Room
Land Development Committee, May 9, 2012 at 10:00 a.m., Board of Trustees' Conference Room

2.08 Report on Mobile Applications

District and College team members will provide a demonstration of campus mobile applications.

2.09 Report on District Wide Emergency Preparedness

Jerry Marchbank and Linda Morin will provide a report to the Board on District-Wide Emergency Preparedness,

2.10 Presentation on Credits for College

Dr. Lori Adrian, Coastline President, and Vinicio López, Coastline Dean of Instruction will provide a presentation to the Board on Credits for College. (See Attachment #1)

File Attachments

[Credits for College March 2012 .pdf \(57 KB\)](#)

3. Matters for Review, Discussion and/or Action

Subject	3.01 - 3.05 Matters for Review, Discussion and/or Action
Meeting	Apr 4, 2012 - 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

April 18, 2012 - Service Awards Meeting
May 2, 2012 - Regular Meeting
May 16, 2012 - Regular Meeting
June 20, 2012 - Regular Meeting also including a Budget Study Session
July 18, 2012 - Regular Meeting
August 1, 2012 - Regular Meeting/Study Session
August 15, 2012 - Regular Meeting
September 5, 2012 - Regular Meeting also including Final Budget Adoption
September 19, 2012 - Regular Meeting
October 3, 2012 - Regular Meeting
October 17, 2012 - Regular Meeting/Study Session
November 7, 2012 - Regular Meeting
November 21, 2012 - Regular Meeting
December 12, 2012 - Regular/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)

April 13, 2012, Sacramento, CA, CCCT Board Meeting
April 21-24, 2012, Orlando, FL, AACC Annual Convention
May 4-6, 2012, San Diego, CA, CCLC Annual Trustees' Conference
June 15-16, 2012, Sacramento, CA CCCT Board Meeting
November 15-17, 2012, Los Angeles, CA, CCLC Annual Convention & Partner Conferences

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 Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policy 7909 Search and Selection of the Coast Community College District Executive Management Employees

After review by District General Counsel and the Board Secretary, and at the request of the Board President, it is recommended that Trustees have an opportunity to review proposed revisions to Board Policy 7909 Search and Selection of the Coast Community College District Executive Management Employees. Due to the Chancellor's Cabinet schedule, this policy will also be submitted for review at the Chancellor's Cabinet

meeting of April 9, 2012.

Deletions are noted by ~~striketrough~~ and additions are noted in **bold**. Based on review and input, this policy will be returned to the Discussion Section of the May 2, 2012 Agenda for adoption. (See Attachment #2)

3.05 Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policies

After review by District General Counsel and the Board Secretary, it is recommended that the Trustees have an opportunity to review the following Board Policies:

Board Policy 4611 Injury and Illness Prevention Program
Board Policy 6200 Budget Preparation
Board Policy 6541 Insurance Brokerage
Board Policy 6542 Limited Authority to Settle Liability Claims
Board Policy 6600 Capital Construction

Deletions are noted by ~~striketrough~~ and additions are noted in **bold**. Based on Trustee review and input, these policies will be returned to the Discussion Section of the May 2, 2012 Agenda for adoption. (See Attachment #3)

File Attachments

[4-4-12 Meeting.pdf \(69 KB\)](#)

[BP 4611, 6200, 6541, 6542, 6600 revised.pdf \(195 KB\)](#)

[BP 7909 \(50-1-17-1\) SEARCH AND SELECTION OF THE COAST COMMUNITY COLLEGE DISTRICT EXECUTIVE MANAG](#)



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	Apr 4, 2012 - Regular Meeting
Category	4. Travel
Access	Public
Type	Consent

These items are listed for Board ratification, having been previously approved by the Chancellor due to extreme hardship or substantial impairment to the District, pursuant to Board Policy 6972.

ADMINISTRATIVE APPROVALS

March 8-27, 2012

Mary Avalos, Student Serv Coord (GWC), to attend the California Community College Student Affairs Association (CCCCAA) Professional Conference 2012, March 28 - 30, 2012, Temecula, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including a registration fee of \$150, to be paid from Advisor's Projects funds. This request was submitted late due to not finding out about the conference in time for prior Board approval.

Administrative Approval: 3/14/2012

Mary Avalos, Student Serv Coord (GWC), to attend the March in March Rally, March 4-5, 2012, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$300, to be paid from Advisor's Projects funds. This request was submitted late due to the late approval of funds from ASGWC Council. The council members did not vote to approve funds until February 3, 2012 and the advisor wasn't notified in time to get prior board approval.

Administrative Approval: 2/27/2012

Carol E Barnes, Counselor (OCC), to attend the Honors Transfer Council of California Student Research Conference, March 31, 2012, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$30, to be paid from ASOCC Honors Ancillary Funds request for administrative approval is due to lateness of submission to President's Office.

Administrative Approval: 3/7/2012

Jaima L Bennett, Instructor (GWC), to attend the Board of Governors Meeting - Hayward Award Ceremony, March 5 - 6, 2012, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from sponsoring organization. This request was submitted late due to the fact that the faculty member was not aware board approval was needed to attend this ceremony.

Administrative Approval: 3/5/2012

Cheryl L Jupiter, Counselor (OCC), to attend the Transfer Center Director Regional Representatives Meeting, March 6 - 7, 2012, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from Sponsoring Organization submitted for administrative approval due to late submission to President's Office.

Administrative Approval: 2/27/2012

Daniel S Mages, Hourly Instructor (GWC), to attend the The End of the World as We Know It? A Graduate Theology Conference Addressing Religious Scholarship or Apocalyptic Themes, March 21 - 25, 2012,

Boston, MA, without loss of salary, with reimbursement for allowable expenses of \$700, including travel by Air Coach, to be paid from CCA Conference Funds .This request was submitted late due to leadership change within Coast CCA.

Administrative Approval: 3/15/2012

Michael A Mandelkern, Dean (OCC), to attend the Honors Transfer Council of California Student Research Conference, March 31, 2012, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$50, including a registration fee of \$30, to be paid from ASOCC Honors Funds submitted for administrative approval due to late submission to President's Office.

Administrative Approval: 3/19/2012

Deborah G Orrill, Hourly Instructor (GWC), to attend the Southern California Waste Management Forum, March 7, 2012, Downey, CA, without loss of salary, with reimbursement for allowable expenses of \$90, including a registration fee of \$55, to be paid from Cal Works funds This request was submitted late due to insufficient notice of the Forum which did not allow for prior board approval. As project manager and faculty member for the Recycling and Resource Management (RRM) program, it is mandatory that I attend as it is related to our program training.

Administrative Approval: 2/24/2012

Martha M Parham, Dist Dir Mark & Pub (DIST), to attend the 2012 Community College National Legislative Conference, February 11-21, 2012, Washington, D.C., DC, without loss of salary, with reimbursement for allowable expenses of \$2,000, including travel by Air Coach, to be paid from Public Info Management Conference Fund. The reason for this revision is to increase total reimbursement amount.

Revised Admin. Approval: 3/2/2012

Anita Preciado, Instructor (CCC), to attend the March in March Student Rally, March 4-5, 2012, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$400, to be paid from ASG Funds.

Administrative Approval: 3/1/2012

Rena D Quinonez, Staff Specialist (OCC), to attend the Southern California Tri-Regional Co-op Ed & Work-based Learning Educators Meeting, March 13, 2012, El Cajon, CA, without loss of salary, with reimbursement for allowable expenses of \$162, to be paid from Ancillary Account submitted for administrative approval to correct the name of the attendee for reimbursement. The reason for this revision is to correct the name of the attendee for reimbursement.

Revised Admin. Approval: 3/19/2012

Subject 4.02 DIS - Authorization for Attendance at Meetings and/or Conferences

Meeting Apr 4, 2012 - Regular Meeting

Category 4. Travel

Access Public

Type Consent

(1) Meetings for the Board of Trustees

Mary L. Hornbuckle, Board Member (DIST), to attend the Community College League of California (CCLC) Annual Trustees Conference, May 4-6, 2012, San Diego, CA, with reimbursement for actual expenses, including a registration fee of \$490, to be paid from District Conference funds.

Conrad J Moreno, Board Member (DIST), to attend the Lobby Day, March 19-20, 2012, Sacramento, CA, with reimbursement for actual expenses, including travel by Air Coach, to be paid from District Conference Funds. The reason for this revision is to add an extra day, Monday, March 19, 2012.

Conrad J Moreno, Board Member (CCCD), to attend the Community College League of California (CCLC) Annual Trustees Conference, May 4-6, 2012, San Diego, CA, with reimbursement for actual expenses, including a registration fee of \$490, to be paid from District Conference funds.

(2) Meetings for Faculty and Staff

Loretta P Adrian, President (CCC), to attend the Community College League of California's Southern CEO Conference, April 11-13, 2012, Temecula, CA, without loss of salary, with reimbursement for allowable expenses of \$665, including a registration fee of \$580, to be paid from Contract Ed College Approved Projects. The reason for this revision is to include an additional day's attendance.

Enrique A Aispuro, Hourly Instructor (GWC), to attend the California Automotive Teacher's Conference Spring 2012, April 27 - 29, 2012, San Bruno, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$95, travel by Air Coach, rental car and insurance, to be paid from CCA funds.

Robin R Bachmann, Assoc Dean/Director St Hlth Ct (GWC), to attend the Supporting Students with Mental Health Challenges - A Conference for Southern Region Community Colleges, April 17 - 18, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$40, to be paid from Health Fees.

Linda Bagatourian, Counselor (OCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Transfer Center General Funds.

Frank A Baker, Instructor (GWC), to attend the Human Anatomy and Physiology Society Annual Conference, May 26 - 30, 2012, Tulsa, OK, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$345, travel by Air Coach, to be paid from IPD AFT funds.

Stephen G Barnes, Hourly Instructor (CCC), to attend the 2012 Annual American Association for Paralegal Education Conference, April 18-22, 2012, Salt Lake City, UT, without loss of salary, with reimbursement for allowable expenses of \$1,195, including a registration fee of \$175, travel by Air Coach, to be paid from VTEA 2011-12 Grant Funds.

Jaima L Bennett, Instructor (GWC), to attend the Academic Senate of California Community Colleges

Curriculum Institute, July 12 - 14, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$725, travel by Air Coach, to be paid from Office of Instruction Conference funds.

Ted A Boehler, Dean (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant funds.

Robin A Boyle, Mil/Cont Ed Tech Int (CCC), to attend the Coast Guard Base Visit, May 15, 2012, San Pedro, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from Contract Education Ancillary funds.

Zhenghong Z Broyles, Instructor (GWC), to attend the Asilomar ADN Faculty Conference, May 2 - 6, 2012, Pacific Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$100, travel by Air Coach, rental car and insurance, to be paid from IPD AFT funds.

Hoai-Huong D Bush, Counselor (GWC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$100, to be paid from IPD AFT funds.

Marta R Cabral, Counselor (OCC), to attend the Extended Opportunity Programs & Services Statewide Technical Assistance Training, March 11 - 13, 2012, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$600, including a registration fee of \$125, travel by Air Coach, to be paid from EOPS Categorical funds, CFE Contracted Full-Time Conference Funds. The reason for this revision is to revise the funding information.

Treisa S Cassens, Librarian (GWC), to attend the American Library Association Annual Conference, June 21-26, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$230, including a registration fee of \$400, to be paid from IPD AFT Conference funds F/T. The reason for this revision is to reduce the total reimbursement to \$230.

Treisa S Cassens, Librarian (GWC), to attend the Community College Library Issues Unconference At Santa Barbara City College, May 4 - 6, 2012, Santa Barbara, CA, without loss of salary, with reimbursement for allowable expenses of \$970, to be paid from IPD AFT funds.

Jerry B Castillo, Counselor (GWC), to attend the 2012 California Intersegmental Articulation Council - Articulation in the 21st Century, April 26 - 27, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$175, to be paid from IPD AFT funds.

Sarah A Chang, Hourly Counselor (CCC), to attend the 2012 On Course National Conference, April 27-28, 2012, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$345, to be paid from VTEA 2011-12 Grant Funds.

Kristin L Clark, Vice Pres, Stud Svcs (OCC), to attend the NAFSA Association of International Educators 2012 Annual Conference, May 26 - June 2, 2012, Houston, TX, without loss of salary, with reimbursement for allowable expenses of \$3,500, including a registration fee of \$499, travel by Air Coach, to be paid from International Center Ancillary Funds.

Wendy L Clark, Mil/Cont Ed Tech Int (CCC), to attend the Managing Multiple Projects, Objectives and Deadlines Conference, April 19, 2012, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$149, to be paid from Contract Education Ancillary funds.

Wendy L Clark, Mil/Cont Ed Tech Int (CCC), to attend the Coast Guard Base Visit, May 15, 2012, San Pedro, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from Contract Education Ancillary funds.

Karen P Conlisk, Mil/Cont Ed Program Coord. (CCC), to attend the Council of College and Military Educators Board Meeting, May 14-16, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$300, to be paid from Contract Education Ancillary funds.

Karen P Conlisk, Mil/Cont Ed Program Coord. (CCC), to attend the Council of College and Military Educators 2013 Symposium On-Site Visit, April 12-13, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$200, to be paid from Contract Education Ancillary funds.

Aisling B Cormack, Hourly Instructor (OCC), to attend the Hybrid Irelands: At Culture's Edge, March 28 - April 2, 2012, Notre Dame, IN, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$25, travel by Air Coach, to be paid from CCA/CTA Professional Development Funds.

Jennifer M De La Rosa, Mil/Cont Educ Prg Coord (CCC), to attend the Road Home 2.0 - The Next Step Veterans Symposium, April 25-26, 2012, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$85, including a registration fee of \$45, to be paid from Contract Education Ancillary funds.

George Del Carmen, Part-Time Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant funds.

Kimberly Francis, Staff Asst Sr Rhorc (GWC), to attend the Regional Testing Center Training, April 11 - 12, 2012, Santa Clara, CA, without loss of salary, with reimbursement for allowable expenses of \$680, including travel by Air Coach, to be paid from RHORC RTC Trust.

Ann S French, Mil Pgm Testing Spec (CCC), to attend the Curriculum Institute, July 12-14, 2012, Burlingame, CA, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$725, travel by Air Coach, to be paid from CFCE Conference Funds.

Patrick R Frohn, Athletic Trainer (GWC), to attend the Far West Athletic Trainers Association Symposium (FWATA), April 13 - 15, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$175, to be paid from CCA Conference Funds.

Anthony R Garcia, Hourly Instructor (GWC), to attend the California Automotive Teachers Conference, April 27 - 29, 2012, San Bruno, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$45, travel by Air Coach, to be paid from CCA Conference Funds.

Don H Gaytan, Instructor (OCC), to attend the Puente North California Transfer Trip, April 26 - 28, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$800, to be paid from ASOCC Ancillary Funds.

John R Giaconia, Informatn Sys Tch II (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA BIC Grant funds.

Tina K Gill, Hourly Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant funds.

Don W Godfrey, Hourly Instructor (CCC), to attend the International Code Council 2012 Group A Code Development Hearings, April 30-May 5, 2012, Dallas, TX, without loss of salary, with reimbursement for allowable expenses of \$1,771, including a registration fee of \$75, travel by Air Coach, to be paid from VTEA 2011-12 Grant Funds.

Don W Godfrey, Hourly Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant Funds.

Fernando Gonzalez, Accounting/Fiscal Specialist (OCC), to attend the National Association of Career & Technical Education Information Conference, May 15 - 17, 2012, Portland, OR, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$275, travel by Air Coach, to be paid from Perkins Career Development State Advisory Grant.

LEE W GORDON, Instructor (OCC), to attend the Bay Honors Consortium Honors Research Symposium, April 27 - 28, 2012, Berkeley, CA, without loss of salary, with reimbursement for allowable expenses of \$600, including a registration fee of \$25, travel by Air Coach, mileage, food, lodging, to be paid from ASOCC Honors Ancillary Funds, to accompany honors student presenter to the symposium.

Daniel O Gorman, System/Ntwrk Analyst 1 (CCCD), to attend the Luminis Platform 5 System Admin Training, May 7-12, 2012, Malvern, PA, without loss of salary, with reimbursement for allowable expenses of \$5000, including a registration fee of \$2200, travel by Air Coach, to be paid from Technical Support General CFCE Conferences, to learn to administer Luminis 5.

Kellyann L Greene, Professional Expert (OCC), to attend the Alcohol and Other Drugs Educational Conference, April 12 - 13, 2012, Fresno, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$25, travel by Air Coach, to be paid from Alcohol Prevention Grant.

Joycelyn M Groot, Dean Mil/Corp & Comm Pro (CCC), to attend the Council of College and Military Educators Board Meeting, May 14-16, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$300, to be paid from Contract Education Ancillary College Support funds.

Joycelyn M Groot, Dean Mil/Corp & Comm Pro (CCC), to attend the Council of College and Military Educators 2013 Symposium On-Site Visit, April 12-13, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$200, to be paid from Contract Education Ancillary funds.

Alex Guillen, Counselor (OCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Transfer Center General Funds.

Andrea L Harris, Dir Arts Pavilion (OCC), to attend the Pickup of Art for Art Pavilion, March 20 - 28, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$600, to be paid from ASOCC Ancillary Funds submitted for approval 'after the fact' due to late submittal from traveler.

Nathaniel C Harrison, Coord Cont Ed Instr Services (CCC), to attend the Coast Guard Education Fair, May 23-27, 2012, Mt. Clemens, MI, without loss of salary, with reimbursement for allowable expenses of \$1,100, including travel by Air Coach, rental car and insurance, to be paid from Contract Education Ancillary funds.

Laura M Hayes, Mil/Cont Ed Tech Int (CCC), to attend the Road Home 2.0 - The Next Step Veterans Symposium, April 25-26, 2012, Pasadena, CA, without loss of salary, with reimbursement for allowable

expenses of \$85, including a registration fee of \$45, to be paid from Contract Education Ancillary funds.

Jerald A Hein, Multimedia Prod Spec (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA BIC Grant funds.

Marcela Hernandez, Counselor (CCC), to attend the Ensuring Transfer Success 2012, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$100, to be paid from CCA Conference Funds.

Marcela V Hernandez, Part Time Counselor (CCC), to attend the 2012 On Course National Conference, April 27-28, 2012, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$345, to be paid from VTEA 2011-12 Grant Funds.

Eli R Jaramillo, Temp Instructor (GWC), to attend the California Automotive Teachers Conference, April 27 - 29, 2012, San Bruno, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$45, travel by Air Coach, rental car and insurance, to be paid from IPD AFT funds.

Nancy S Jenkins, Counselor (CCC), to attend the 2012 California Intersegmental Articulation Annual Conference, April 26-27, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$218, including a registration fee of \$175, to be paid from PDI Conference and Workshop Funds.

Daniel J Johnson, Instructor (CCC), to attend the Academic Senate for California Community Colleges Curriculum Regional Meeting, May 12, 2012, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$60, to be paid from Academic Senate Conference Funds.

Andrew C Jones, Chancellor (DIST), to attend the American Association of Community Colleges Annual Convention and ACE Commission on Global Education, April 19-24, 2012, Orlando, FL, without loss of salary, with reimbursement for actual expenses, including a registration fee of \$735, travel by Air Coach, to be paid from Chancellor's office conference funds. The reason for this revision is to include vacation days on April 25-26.

Andrew C Jones, Chancellor (DIST), to attend the American Council on Education Annual Meeting, March 10-13, 2012, Los Angeles, CA, without loss of salary, with reimbursement for actual expenses, including a registration fee of \$829, to be paid from Chancellor's office conference funds. The reason for this revision is to add lodging for one night due to late night meeting.

Andrew C Jones, Chancellor (CCCD), to attend the Community College League of California Annual Trustees Conference, May 4-6, 2012, San Diego, CA, without loss of salary, with reimbursement for actual expenses, including a registration fee of \$470, to be paid from Chancellor's office conference funds.

Andrew C Jones, Chancellor (CCCD), to attend the State Assembly Budget Subcommittee on Education, April 9, 2012, Sacramento, CA, without loss of salary, with reimbursement for actual expenses, including travel by Air Coach, to be paid from Chancellor's office conference funds.

Nancy S Jones, Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant Funds.

Cheryl L Jupiter, Counselor (OCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of

\$100, to be paid from Transfer Center General Funds.

Janell M Keough, Mil/Cont Ed App Coor (CCC), to attend the Road Home 2.0 - The Next Step Veterans Symposium, April 25-26, 2012, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$195, including a registration fee of \$45, to be paid from Contract Education Ancillary funds.

Karen A Kuehner, Staff Assistant (GWC), to attend the Academic Senate for California Community Colleges Curriculum Institute, July 12 - 15, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$725, travel by Air Coach, to be paid from Office of Instruction Conference funds.

Mary A Laihee, Acting Dir, Access Ctr for Edu (GWC), to attend the Supporting Students with Mental Health Challenges, April 16 - 18, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$500, to be paid from Accessibility Center for Education.

Frederick J Lockwood, Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 18-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant funds.

Barbara L Long, Hourly Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant funds.

Vinicio J Lopez, Dean (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA BIC Grant funds.

Michelle K Ma, Dir Mktg & Pub Rel (CCC), to attend the Community College Public Relations Organization (CCPRO) Conference, April 18-20, 2012, Santa Clara, CA, without loss of salary, with reimbursement for allowable expenses of \$850, to be paid from Contract Education Ancillary College Support funds, reimbursement of mileage on personal auto, in lieu of airfare, not to exceed coach airfare equivalency.

Francisco R Magallanes, Hourly Instructor (GWC), to attend the California Automotive Teachers Conference, April 27 - 29, 2012, San Bruno, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$45, travel by Air Coach, rental car and insurance, to be paid from CCA Conference Funds.

Earnest G Marchbank, Counselor (GWC), to attend the Supporting Students with Mental Health Challenges Conference, April 17 - 18, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$150, to be paid from Office of Instruction Conference funds.

Iliana C Marin, Grants Proj Asst (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 18-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$100, to be paid from VTEA BIC Grant funds.

Eva N Marinotti, Temp Instructor (GWC), to attend the National League for Nursing (NLN) Integrating Concepts into Simulations Online, April 5 - 30, 2012, Huntington Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$69, including a registration fee of \$69, to be paid from IPD AFT funds. This is an online course that takes place from April 5 - 30, 2012. There is no travel involved, only being reimbursed for registration fee.

Eva N Marinotti, Temp Instructor (GWC), to attend the National League for Nursing (NLN) Programming High

Fidelity Simulation, April 5 - May 15, 2012, Huntington Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$69, including a registration fee of \$69, to be paid from IPD AFT funds. This is an online course that takes place from April 5 - May 15, 2012. There is no travel involved, only being reimbursed for registration fee.

Eva N Marinotti, Temp Instructor (GWC), to attend the National League for Nursing (NLN) Evaluating Simulations Online, April 5 - 30, 2012, Huntington Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$69, including a registration fee of \$69, to be paid from IPD AFT funds. This is an online course that takes place from April 5 - 30, 2012. There is no travel involved, only being reimbursed for registration fee.

Eva N Marinotti, Temp Instructor (GWC), to attend the National League for Nursing (NLN) Curriculum Integration Online, April 5 - May 15, 2012, Huntington Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$69, including a registration fee of \$69, to be paid from IPD AFT funds. This is an online course that takes place from April 5 - May 15, 2012. There is no travel involved, only being reimbursed for registration fee.

Mike Matar, Part Time Faculty (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant funds.

Richard C Mathias, Hourly Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA Business Education Advisory Committee Grant funds.

Dorothy M Mc Collom, Staff Assistant (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 18-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$100, to be paid from VTEA BIC Grant funds.

Fabienne McPhail Naples, Vice President (GWC), to attend the Academic Senate for California Community Colleges Curriculum Institute, July 11 - 14, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$725, travel by Air Coach, to be paid from Office of Instruction Conference funds.

Melissa M Moser, Dir Financial Aid (OCC), to attend the National Association of Student Financial Aid Administrators Annual Conference, July 21 - 25, 2012, Chicago, IL, without loss of salary, with reimbursement for allowable expenses of \$3,000, including a registration fee of \$550, travel by Air Coach, to be paid from Categorical Financial Aid Funds.

Melissa M Moser, Dir Financial Aid (OCC), to attend the Chancellor's Office All Directors' Training, April 24 - 27, 2012, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$600, including a registration fee of \$200, travel by Air Coach, to be paid from Categorical Financial Aid Funds.

Christina D Nguyen, Counselor (CCC), to attend the Ensuring Transfer Success 2012, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$117, including a registration fee of \$100, to be paid from PDI Conference and Workshop Funds.

Jimmy Nguyen, Counselor (GWC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$175, including a registration fee of \$100, to be paid from IPD AFT funds.

Lien K Nguyen, Hourly Counselor (CCC), to attend the Ensuring Transfer Success 2012, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$100, to be paid from CCA Conference Funds.

Tri D Nguyen, Counselor (GWC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$200, including a registration fee of \$100, to be paid from IPD AFT funds.

Madjid Niroumand, Interim Assoc Dean, Stu Svcs (OCC), to attend the NAFSA Association of International Educators 2012 Annual Conference, May 26 - June 2, 2012, Houston, TX, without loss of salary, with reimbursement for allowable expenses of \$3,500, including a registration fee of \$499, travel by Air Coach, to be paid from International Center Ancillary Funds.

Mary I O'Connor, Prog Mgr RHORC (GWC), to attend the Workforce Leadership Institute 2012, April 18 – 20, 2012, San Ramon, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid for by sponsoring organization.

Janice L Olufson, Facilities Development Coord (CCCD), to attend the Intermediate FUSION Training, April 20, 2012, Fullerton, CA, without loss of salary, with reimbursement for allowable expenses of \$350, including a registration fee of \$250, to be paid from Facilities for integrated management and reporting on community college facilities statewide.

Babak Ostovarpour, Sys/Netwrk Anlst II (CCCD), to attend the Luminis Platform 5 System Admin Training, May 7- 12, 2012, Malvern, PA, without loss of salary, with reimbursement for allowable expenses of \$5500, including a registration fee of \$2200, travel by Air Coach, rental car and insurance, to be paid from Technical Support General CFCE Conferences, to learn how to administer Luminis 5.

Richard T Pagel, Vice President (OCC), to attend the Association of Chief Business Officials Conference, May 21 - 23, 2012, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$285, travel by Air Coach, to be paid from Ancillary Account.

OLGA M PEREZ-STABLE COX, Instructor (OCC), to attend the Society for the Scientific Study of Sexuality Western Region Annual Meeting, April 19 - 22, 2012, Los Angeles, CA, without loss of salary, with reimbursement of allowable expenses of \$0, to be paid from Personal Funds, to receive updates in the field.

Eva-Tevi Pok, Div/Area Office Coord (OCC), to attend the More Than A Communication Workshop, June 2 - 8, 2012, Big Sur, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$935, to be paid from Classified Professional Development Funds.

Sue A Primich, Counselor (CCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$125, including a registration fee of \$100, to be paid from Counseling General Funds.

Evangelina Rosales, Instructor, Cosmetology (GWC), to attend the The Science and Practice of Trichology, May 5 - 8, 2012, Fairburn, GA, without loss of salary, with reimbursement for allowable expenses of \$2,400, including a registration fee of \$1500, travel by Air Coach, to be paid from IPD AFT funds, Perkins Career Development State Advisory Grant.

James M Rudd Jr, Hourly Instructor (GWC), to attend the California Automotive Teachers Conference, April 27 - 29, 2012, San Bruno, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$45, travel by Air Coach, rental car and insurance, to be paid from IPD 50-60% conference funds.

Colleen D Rymas, Insur Claims Special (CCCD), to attend the Statewide Association of Community Colleges (SWACC), April 8, 2012 - April 9, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from Risk Services CFCE Conference Funds, to attend SWACC Claims and Coverage Committee Meeting, airfare and lodging to be reimbursed by SWACC.

Michelle Y Sambrano, Counselor (GWC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$100, to be paid from IPD AFT funds.

Robert S Schneiderman, Counselor (OCC), to attend the National Association of Advisors for Health Professionals, June 19 - 25, 2012, Baltimore, MD, without loss of salary, with reimbursement for allowable expenses of \$1400, including a registration fee of \$245, travel by Air Coach, to be paid from CFE Contracted Full-Time Conference Funds.

Dejah L Swingle, CTE Cmty Coll Grant Coord tmp (CCCD), to attend the Academic Senate for California Community Colleges Curriculum Institute, 07/11/12 to 07/14/12, Burlingame, CA, without loss of salary, with reimbursement for allowable expenses of \$1,340, including a registration fee of \$725, travel by Air Coach, to be paid from Ed Services Indirects.

Christian B Teeter, sec'y to Board of Trustees (CCCD), to attend the Policy and Procedure Workshop, May 3, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$250, to be paid from District Conference Funds.

Ana G Tovar, Staff Assistant (OCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$120, including a registration fee of \$100, to be paid from Transfer Center General Funds.

Thao T Tran, Inst Assoc-Couns/Gdn (GWC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$123, including a registration fee of \$100, to be paid from Copier Trust Funds.

Toan Q Tran, MM Analyst/Programmer/Producer (CCC), to attend the Technology in Education Conference, April 17, 2012, Carson, CA, without loss of salary, with reimbursement for allowable expenses of \$60, to be paid from ISD Ancillary Funds.

Maria D Traver, Counselor (OCC), to attend the Supporting Students With Mental Health Challenges, April 17 - 18, 2012, San Diego, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid by Sponsoring Organization.

Maria D Traver, Counselor (OCC), to attend the Puente North California Transfer Trip, April 26 - 28, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1200, to be paid from ASOCC Ancillary Funds.

ANIS N WAKIM, Inst/Food Serv Coor (OCC), to attend the Society for Anthropology in Community Colleges Annual Meeting, April 25 - 28, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$100, mileage, food, to be paid from CCA/CTA Professional Development General Funds, to receive updates in the field.

Daniel R Weber, Staff Aide (OCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$120, including a registration fee of \$100, to be paid from Transfer Center General Funds.

Stephen M Whitson, Hourly Instructor (CCC), to attend the 2012 Business Education Statewide Advisory Committee Conference, April 19-21, 2012, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$100, to be paid from VTEA 2011-12 Grant Funds.

Manoj S Wickremesinghe, Counselor (OCC), to attend the Ensuring Transfer Success, May 2, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$100, to be paid from Transfer Center General Funds.

Manoj S Wickremesinghe, Counselor (OCC), to attend the California Intersegmental Articulation Council, April 26 - 27, 2012, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$175, to be paid from Transfer Center General Funds.

Lois Y Wilkerson, Interim Vice Pres, Stud Svcs (CCC), to attend the Student Senate General Assembly Spring 2012, April 27-29, 2012, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including a registration fee of \$195, to be paid from ASG Funds.

Eric P Wilson, Info Systems Trainer (OCC), to attend the 2012 Online Teaching Conference, June 12 - 16, 2012, San Jose, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from Personal Funds.

Susan F Winterbourne, Counselor (CCC), to attend the On Course National Conference, April 26-28, 2012, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$681, including a registration fee of \$495, to be paid from PDI Conference and Workshop Funds.

Margaret M Yanalunas, Temp Ed Media Designr Mil (CCC), to attend the Technology in Education Conference, April 17, 2012, Carson, CA, without loss of salary, with reimbursement for allowable expenses of \$60, to be paid from ISD Ancillary Funds.

Sohair S Zaki, Applic Syst Anyls (CCC), to attend the Technology in Education Conference, April 17, 2012, Carson, CA, without loss of salary, with reimbursement for allowable expenses of \$60, to be paid from ISD Ancillary Funds.

5. Curriculum Approval

Subject	5.01 DIS - Curriculum Approval
Meeting	Apr 4, 2012 - Regular Meeting
Category	5. Curriculum Approval
Access	Public
Type	Consent

Approval of New Courses

Approval of Course Revisions/Retirements/Suspensions/Reinstatements

Approval of Programs/Options/Revisions/Suspensions/Retirements/Reinstatements

File Attachments

[Curriculum.docx \(54 KB\)](#)

Approval of New Courses

The Coastline College and Golden West College and Orange Coast College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, recommends the following course(s) be approved for inclusion in the curriculum:

Coastline College

Effective Fall 2012

Dance C200 – Dance Appreciation – 3.0 units

Semester length; 54 lecture hours; prerequisite: none; fee: none; grading method: Student Option. A lecture course exploring the evolution of dance throughout history and different cultures, and an appreciation for the various elements to observe when viewing dance choreography. Mandatory attendance at minimum of two live dance performances; cost to be paid by student (discounts available).

Golden West College

Effective Fall 2012

Dance G101 – Viewing Dance – 3.0 units

Semester length; 54 lecture hours; prerequisite: none; fee: none; grading method: student option.

"Viewing Dance" is an introduction to contemporary dance theatre through viewing dance films and performances. The historical development of dance from ritual to contemporary forms will be primarily discussed in relation to Western-based genres of dance, such as, ballet, modern, tap and jazz. After completing assigned readings, students will view associated dance works and discuss relevant components. Students will be required to attend a live performance and submit a critique. Discussions and assignments will address social and psychological concerns, sexuality, race, gender, and aesthetics, as they come into play within the art form of dance.

Orange Coast College

Effective Fall 2012

Accounting A212 – Intermediate Accounting – 3.0 units

Semester length; 54 lecture hours; Prerequisite: Accounting A101; fee: none; Grading method: graded; Repeatability: none. Financial accounting theory and practice. Reviews and builds upon concepts learned in earlier financial accounting courses. Emphasizes preparation and analysis of more complex accounting issues for financial statements of corporations, including the underlying principles involved.

Accounting A213 – Intermediate Accounting – 3.0 units

Semester length; 54 lecture hours; Prerequisite: Accounting A101; fee: none; Grading method: graded; Repeatability: none. Financial accounting theory and practice. Reviews and builds upon concepts learned in earlier financial accounting courses. Emphasizes preparation and analysis of more complex accounting issues for financial statements of corporations, including the underlying principles involved.

Computer Information Systems A161 – Fundamentals of Information Security – 3.0 units

Semester length; 45 lecture, 27 non-lecture hours; Advisory: Computer Information Systems A110, A191 or A260; fee: none; grading method: Student option; Repeatability: none. This course provides the fundamental knowledge necessary for a student to become proficient in the field of Information Security. This course will prepare the student for a wide variety of security responsibilities. The curriculum covers a wide range of security concepts, including: General Security Concepts, Communication Security, Infrastructure Security, Basics of Cryptography, and Operational and Organizational Security. This course covers CompTIA's Security+ content and provides preparation for students seeking the CompTIA Security+ Certification

Computer Information Systems A163 – Windows Desktop Administration – 3.0 units

Semester length; 45 lecture, 27 non-lecture hours; Advisory: Computer Information Systems A110; fee: none; grading method: Student option; Repeatability: none. Provides students with the knowledge required to work in enterprise environments that use Microsoft Windows desktop operating systems. Students will learn to install, deploy, and upgrade the Windows operating system, including ensuring hardware and software compatibility, configure pre-installation and post-installation system settings, security features, network connectivity applications and mobile computing. Students will also be able to maintain systems, including monitoring for and resolving performance and reliability issues. Will help prepare students for the Microsoft Certified IT Professional (MCITP) exams.

Computer Information Systems A281 – Cloud Infrastructure & Services – 3.0 units

Semester length; 45 lecture, 27 non-lecture hours; Advisory: Computer Information Systems A110, A191 or A260; fee: none; grading method: Student option; Repeatability: none. This course educates students about cloud deployment and service models, cloud infrastructure, and the key considerations in migrating to cloud computing. The course covers technologies required to build classic, virtualized, and cloud data center environments. These technologies include compute, storage, networking, desktop and application virtualization. Additional areas of focus are backup/recovery, business continuity, security, and management. Students will learn about the key considerations and steps involved in transitioning from the current state of a data center to a cloud computing environment.

Computer Information Systems A285 – Virtual Desktop Installation, Configuration/Management – 3.0 units

Semester length; 45 lecture, 27 non-lecture hours; Advisory: Computer Information Systems A110, A191 or A260; fee: none; grading method: Student option; Repeatability: none. Students will learn the concepts and capabilities of virtual desktops with a focus on the installation, configuration, and management of virtual desktops and thin clients using tools such as VMWare. This course will provide applications-oriented administrators with the knowledge and skills to virtualize applications with VMware ThinApp, modify parameters to handle special circumstances, and choose the best deployment and updating processes for organizational environments.

Computer Information Systems A286 Virtual Infrastructure Installation, Configuration/Management – 3.0 units

Semester length; 45 lecture, 27 non-lecture hours; Advisory: Computer Information Systems A110, A191 or A260; fee: none; grading method: Student option; Repeatability: none. Students will learn the concepts and capabilities of virtual architecture with a focus on the installation, configuration, and management of virtual infrastructure using tools such as VMWare®. This course covers fundamentals of virtual network design and implementation, fundamentals of storage area networks, virtual switching, virtual system management, and engineering for high availability.

Dance A153 – Pilates Apparatus & Mat Work Level 2 – 0.5-2.0 units

Semester length; 4.5-18 lecture, 13.5-54 non-lecture hours; Prerequisite: none; fee: none; grading method: Student option; Repeatability: three times. An intermediate course emphasizing alignment and correctives work based on exercises and concepts developed by Joseph H. Pilates using apparatus and mat work. Focus is on improved body alignment, strength, flexibility, control, coordination, and breathing.

Political Science A200 – Introduction to Political Science – 3.0 units

Semester length; 54 lecture hours; Prerequisite: none; fee: none; Grading method: graded; Repeatability: none. An introduction to the study of politics. Explores the approaches, theories, methods, and models of the discipline and its subfields to prepare students for a systematic examination of the political world and its many faces around the globe.

Political Science A201 – Introduction to Political Science Research Methods – 3.0 units

Semester length; 54 lecture hours; Prerequisite: Political Science A180/H; fee: none; Grading method: graded; Repeatability: none. Introduction to the techniques used for research in the study of politics, including framing and clarifying research questions, systematic thinking about research design, the

relationship between data and theory, using and assessing qualitative and quantitative methods, and learning the toolbox of methods of the discipline.

Approval of Course Revisions/Retirements/Suspensions/Reinstatements

Course Revisions:

The Coastline College, Golden West College and Orange Coast College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, recommend the following course revisions be approved for inclusion in the curriculum:

Coastline College

Effective Summer 2012

	FROM	TO
<u>CST C116 – A+ Essentials Hardware</u>		
Repeatability:	2	0
<u>CST C230 – Introduction to Security</u>		
Repeatability:	0	2
<u>CST C232 – Ethical Hacking</u>		
Repeatability:	0	2

Effective Fall 2012

	FROM	TO
<u>PE C116 – Tai Chi Intermediate</u>		
Semester Hours:	0.25 to 0.50 Lecture/ 0.75 to 1.5 Non-Lecture	4.5 to 9 Lecture/13.5 to 27 Non-Lecture
<u>PE C118A – Introduction to Yoga 1</u>		
Semester Hours:	9 to 18 Lecture/ 27 to 54 Non-Lecture	4.5 to 13.5 Lecture/13.5 to 40.5 Non-Lecture
<u>PE C118B – Introduction to Yoga 2</u>		
Semester Hours	9 to 18 Lecture/27 to 54 Non-Lecture	4.5 to 9 Lecture/13.5 to 40.5 Non-Lecture
<u>PE C119A – Hatha Yoga 1</u>		
Semester Hours	9 to 18 Lecture/27 to 54 Non-Lecture	4.5 to 13.5 Lecture/13.5 to 40.5 Non-Lecture
<u>PE C119B – Hatha Yoga 2</u>		
Semester Hours	9 to 18 Lecture/27 to 54 Non-Lecture	4.5 to 13.5 Lecture/13.5 to 40.5 Non-Lecture
<u>PE C121A – Power Yoga 1</u>		
Semester Hours	9 to 18 Lecture/27 to 54 Non-Lecture	4.5 to 13.5 Lecture/13.5 to 40.5 Non-Lecture

PE C121B – Power Yoga 2

Semester Hours

9 to 27 Lecture/27
to 54 Non-Lecture4.5 to 13.5 Lecture/13.5
to 40.5 Non-Lecture**Golden West College**

Effective Fall 2012

FROM**TO****Automotive Technology G101 – Introduction to Automotive Technology**

Grading Method:

Letter Grade Only

Optional Pass/No Pass

Automotive Technology G120 – Electrical/Electronic Systems, Introductory

Advisory:

None

Auto G101

Grading Method:

Letter Grade Only

Optional Pass/No Pass

Automotive Technology G121 – Electrical/Electronic Systems, Advanced

Advisory:

Auto G101

Auto G120

Grading Method:

Letter Grade Only

Optional Pass/No Pass

Automotive Technology G130 – Engine Performance: Basic Theory/Diagnosis

Advisory:

Auto G110, Auto G120,
Auto G121

Auto G120, Auto G101

Semester Hours:

63 Lecture, 45 Lab

63 Lecture, 54 Lab

Counseling G103 – Educational Planning for Student Success

Advisory:

None

ENGL G099

Nursing G260 – Professional Nursing Issues and Trends

Semester Hours:

27 Lecture

25 Lecture

Orange Coast College

Effective Fall 2012

FROM**TO****Accounting A211 – Intermediate Accounting**

Title

Intermediate Accounting

Intermediate CPA-Track
Accounting**Computer Information Systems A192 – Network Systems Administration**

Title

Network Systems
Administration

Network Server Administration

Units

4.0

3.0

Weekly Hours

3.5 Lecture/1.5 non-Lecture

2.5 Lecture/1.5 Non-Lecture

Total Hours

90

72

Computer Information Systems A196 – Network Infrastructure Administration

Title

Network Infrastructure
Administration

Network Enterprise Administration

Construction Technology A260 – Masonry Construction

Units	3.0	5.0
Weekly Hours	2 Lecture/3 Non-Lecture	3 Lecture/6 Non-Lecture
Total Hours	90	162

Counseling A120 – Career Planning

Title	Career Planning	Career Decision Making – Accelerated
Length	Semester	Eight weeks
Weekly Hours	2 Lecture	4 Lecture

Dance A128 – Pilates Apparatus & Mat Work Level 1

Number	A128	A152
Repeatability	4	3

Emergency Medical Technician A100 – Emergency Medical Responder

Department	Emergency Medical Technology	Emergency Medical Services
Subject Code:	EMT	EMS
Units	3.0	4.0
Weekly Hours	3 Lecture	3 Lecture/2 Lab
Total Hours	54	90

Emergency Medical Technician A150 – EMT-1/Basic

Title	EMT-1/Basic	Emergency Medical Technician
Department	Emergency Medical Technology	Emergency Medical Services
Subject Code:	EMT	EMS
Units	6.0	10.0
Weekly Hours	5 Lecture/2 Lab	10 Lecture
Total Hours	126	180

English as a Second Language A121 – Listening & Speaking Skills 1

Number	A121	A021
--------	------	------

English as a Second Language A125 – Grammar, Reading, & Writing 2

Number	A125	A026
--------	------	------

English as a Second Language A131 – Listening & Speaking Skills 2

Number	A131	A031
--------	------	------

English as a Second Language A135 – Grammar, Reading, & Writing 3

Number	A135	A035
--------	------	------

English as a Second Language A151 – Listening & Speaking Skills 3

Number	A151	A051
--------	------	------

English as a Second Language A155 – Grammar, Reading, & Writing 4

Number	A155	A055
--------	------	------

English as a Second Language A160 – Composition & Reading 1

Number	A160	A060
--------	------	------

English as a Second Language A165 – Advanced Sentence Analysis & Construction

Number	A165	A065
--------	------	------

English as a Second Language A199 – Composition & Reading 2

Number	A199	A099
--------	------	------

Hospitality, Travel, & Tourism A105 – Public Service

Title	Public Service	Event Staffing & Coordination
Units	2.0	3.0
Weekly Hours	2 Lecture/4-8 non-lecture	2 Lecture/3.75 Field study arranged
Total Hours	108-190	96

Hospitality, Travel, & Tourism A125 – Destination The Americas

Units	1.5	3.0
Weekly Hours	1.5 Lecture	3 Lecture
Total Hours	27	54

Hospitality, Travel, & Tourism A127 – Destination Eastern Europe

Title	Destination Eastern Europe	Destination Europe
Units	1.5	3.0
Weekly Hours	1.5 Lecture	3 Lecture
Total Hours	27	54

Hospitality, Travel, & Tourism A128 – Destination Pacific Rim

Title	Destination Pacific Rim	Destination Africa/Pacific
Units	1.5	3.0
Weekly Hours	1.5 Lecture	3 Lecture
Total Hours	27	54

Hospitality, Travel, & Tourism A154 – Destination Pacific Rim

Units	1.0	1.5
Weekly Hours	1.5 Lecture	3 Lecture
Total Hours	27	54

Marine Activity A147 – Introduction to Sailing

Number:	A147	A136
---------	------	------

Marine Activity A148 – Introduction to Keel Boats

Number:	A148	A137
---------	------	------

Marine Activity A149 – Introduction to Ocean Sailing

Number:	A149	A138
---------	------	------

Marine Activity A159 – Outrigger Canoeing

Number:	A159	A135
---------	------	------

Marine Activity A160 – Kayaking

Number:	A160	A134
---------	------	------

Course Retirements:

The Coastline College and Golden West College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, recommend the following courses be retired from the curriculum:

Coastline College

Effective Fall 2012

ESL C132	Sentence Structure 4
ESL C134	Reading and Writing 4
ESL C136	Listening and Conversation 4
FN C400	Healthful Eating
GERO C415	Issues in Aging
GERO C420	Memory Enhancement
HLTH C400	Health in Later Years
MUS C104	History of Popular Music in America
MUS C400	Rhythm and Music
PE C103	Physical Conditioning
PE C105	Weight Training
PE C107	Gymnastics
PE C108	Aerobics 1
PE C109	Cardiovascular Fitness
PE C112	Step Aerobics
PE C114	Cross Training
PE C120	Swimming
PE C123	Lifesaving
PE C124	Water Safety Instructor
PE C125	Swimnastics
PE C136	Tennis Beginning
PE C137	Tennis Intermediate
PE C140	Golf Beginning
PE C141	Golf Intermediate
PE C147	Volleyball Beginning
PE C148	Volleyball Intermediate
PE C164	Bicycling
PE C172	Karate Beginning
PE C173	Karate Intermediate
PE C174	Cardio Kickboxing
PE C400	Individual Activities
SOCS C400	Social Studies

Golden West College

Effective Fall 2012

ART G082	Basic Airbrush
ART G084	Advanced Airbrush
ART G133	Watercolor Workshop
ART G144	Introduction to Mixed Media
ART G154	Printmaking Workshop
ART G171	Advanced Graphic Design
ART G173	3D Graphics Production
ART G187	Sketching
PHOT G115	Know Your Camera
PHOT G151	Color Photography: Positive Materials
PHOT G155	Creative Darkroom
PHOT G157	Documentary Photography
PHOT G159	Color Photography, Advanced
PHOT G165	Portraiture
HUM G190H	Honors Seminar

Course Suspensions:

The Coastline College and Orange Coast College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, recommend the following courses be suspended from the curriculum:

Coastline College

Effective Fall 2012

ART C400	Arts and/or Crafts
ART C410	Exploration in Needlework
COMM C400	Understanding Hearing Loss and Speechreading (Lipreading)
ENGL C400	Literature for Older Adults
ENGL C401	Life History
PSYC C400	Psychology of Adjustment

Orange Coast College

Effective Fall 2012

ANTH A282	Field Archeology
CIS A122	Introduction to the Internet
CIS A126	Introduction to E-Commerce
MA A115	Medical Bookkeeping
MA A135	Clinical Lab Procedures
MA A185	Medical Insurance Billing
MA A186	Administrative Experience
MA A286	Medications & Injections
MA A287	General Physical & Specialty Exams
MA A288	Sterile Techniques & Minor Surgery

Course Reinstatement:

The Orange Coast College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following course be reinstated for inclusion in the curriculum

Orange Coast College

Effective Fall 2012

COUN A120	Career Planning
-----------	-----------------

Approval of Programs/Options/Revisions/Suspensions/Retirements/Reinstatements

Approval of New Program/Options

Approval of New Program

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

Orange Coast College

Effective Fall 2012

Computer Information Systems – Network Administration – Linux – Certificate of Specialization

Program Outcomes:

Students who complete the Network Administration – Linux Certificate of Specialization will be capable of deploying, designing, optimizing, and operating a Linux environment and they will be able to make the design and technology decisions necessary to ensure successful technology implementation projects.

Required Courses:

Windows Desktop Administration	CIS A163	3 units
Introduction to Linux	CIS A109	2 units
PC Concepts: Linux+ Certification Preparation	CIS A106	4 units
Total		9 units

Political Science – Associate in Arts – AA-T Degree

The **Political Science** Department facilitates the success of general education students and political science majors by offering lower division courses in each of the sub-fields: American government, international relations, comparative politics, public law, and political theory. Political Science classes emphasize the importance of an informed citizenry, seek to instill the ability to analyze political phenomena in a critical way, and develop the communication skills to convey those analyses to others. The AA-T in political science is intended for political science majors who seek a bachelor's degree in a similar major at a CSU campus. Students completing the AA-T are guaranteed admission, but not necessarily to the major or campus of their choice.

Complete the following required 12 units:

Course	Units
American Government PSCI A180 OR PSCI A180H	3

Complete 9 units, choosing from the courses below:

Introduction to Political Theory	PSCI A188	3
Comparative Politics	PSCI A185	3
International Relations	PSCI A110	3
Introduction to Political Science	PSCI A200	3
Introduction to Statistics	PSYC A160/MATH A160	3

Complete 6 units, by choosing from a course not yet chosen from the above category or by choosing from the courses below:

Women, Politics, and Inequality	GNDR A130	3
History of the United States to 1876	HIST A170	3
History of the United States since 1876	HIST A175	3
Microeconomics	ECON A170	3
Macroeconomics	ECON A175	3
Survey of Current Issues	PSCI A101	3
Introduction to the American Legal System	PSCI A190	3
Introduction to Political Science Research Methods	PSCI A201	3

Major Discipline Subtotal: 18 units
CSU General Education or IGETC pattern: 37-39

Transfer Electives as needed to reach the minimum 60 transferable units
DEGREE TOTAL: 60

Program/Option Revisions:

The Golden West College and Orange Coast College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, recommends the following programs/options revisions be approved for inclusion in the curriculum:

Golden West College

Effective Fall 2012

Floral Design and Shop Management – Major

Required course: Delete

FLRL G015
FLRL G020
FLRL G025
FLRL G027
FLRL G032
FLRL G050
BUS G153

Required course: Add

FLRL G115
FLRL G120
FLRL G125
FLRL G127
FLRL G132
FLRL G150
BUS G100
MKTG G100

Program Units: Increase

From 18.5-20.0 to 20.0

Floral Design and Shop Management – Certificate of Achievement

Required course: Delete

FLRL G015
FLRL G020
FLRL G025
FLRL G027
FLRL G032
FLRL G050
BUS G153

Required course: Add

FLRL G115
FLRL G120
FLRL G125
FLRL G127
FLRL G132
FLRL G150
BUS G100
MKTG G100

Program Units: Increase

From 18.5-20.0 to 20.0

Orange Coast College

Effective Fall 2012

Computer Information Systems – Network Administration and Operations

Title: From: Network Administration and Operations

Title: To: Network Administration – Windows

Required Courses: Delete: CIS A110
CIS A176
CIS A177
CIS A191

Add: CIS A163

Program Units: Decrease: From 15.0-16.0 to 15.0

Dance – Dance Instructor Certificate of Achievement, AA Degree

Required Courses: Delete: DANC A128
ITRN A392
ITRN A393

Add: DANC A125
DANC A126
DANC A152
DANC A153
DANC A215

Program Units: Decrease: From 30.5-38.0 to 27.5-35.0

Dance – World Dance Certificate of Achievement, AA Degree

Required Courses: Delete: ITRN A392
ITRN A393

Add: DANC A102
DANC A111
DANC A116
DANC A121
DANC A126
DANC A133
DANC A140
DANC A215

Program Units: Decrease: From 27.5-39.5 to 24.5-38.0

Electronics Technology- Electronics Maintenance Certificate of Specialization

Title: From: Electronics Maintenance

To: Electro-Mechanical Technician

Required Courses: Delete: ELEC A135

ELEC A150
ELEC A155

Add: ELEC A101
ELEC A170

Program Units Decrease: From 15.5 to 11.0

Electronics Technology- Electronics Engineering Technician Certificate of Achievement/AS Degree

Required Courses: Delete: ELEC A245

Add: ELEC A135
ELEC A155

Program Units: Increase: From 27.5-28.5 to 34.5

Electronics Technology- Electronics Computer Hardware Technician Certificate of Achievement

Title: From: Electronics Computer Hardware Technician

To: Electronics Reliability Technician

Required Courses: Delete: ELEC A245

Add: ELEC A150
ELEC A170
ELEC A201

Program Units: Decrease: From 22.5 to 22.0

Electronics Technology- Automation and Motor Control Certificate of Achievement

Title: From: Automation and Motor Control

To: Industrial Automation Technician

Required Courses: Delete: ELEC A246
ELEC A260
ITRN A392

Add: ELEC A170
ELEC A201
ELEC A289

Program Units: Increase: From 25.0-26.0 to 46.5

Emergency Medical Technician – 1/Basic – Certificate of Specialization

Title: From: Emergency Medical Technician – 1/Basic

To: Emergency Medical Services

Required Courses: Delete: EMT A180

Add: EMS A150L
Program Units: Increase: From 7.0 to 12.0

Management and Leadership Certificate of Achievement

Required Courses: Delete: ITRN A392

Program Units: Decrease: From 39.0 to 36.0

Program/Option Suspensions

The Golden West College and Orange Coast College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, recommend the following program/options be suspended:

Golden West College

Effective Fall 2012

Global Logistics and Supply Chain Management – Major
Global Logistics and Supply Chain Management – Certificate of Specialization
International Trade Marketing and Management - Major
International Trade Marketing and Management - Certificate of Specialization

Orange Coast College

Effective Fall 2012

Electronics Technology – Electronics Assembler Certificate of Specialization
Electronics Technology – Electronic Communications Technician Certificate of Achievement

Program/Option Retirements:

The Golden West College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following program/options be retired:

Golden West College

Effective Fall 2012

Managerial and Organizational Leadership - Certificate of Specialization

6. Authorization for Student Trips

Subject	6.01 GWC - Student Trips
Meeting	Apr 4, 2012 - 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.

Spring 2012 Overnight Athletic Trips – GWC Men's and Women's Swimming

Location: See below

Date(s): See below

Golden West College – Swimming – Spring 2012: 04/18-21/12 Conference Championships (Riverside College) – if they qualify, 04/25-28/12 State Championships (East Los Angeles College) - if they qualify

Department: Athletics

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

Puente - UCLA Stomp Conference

Location: University of California Los Angeles (UCLA)

Date(s): April 27, 2012

Department: Counseling – Puente Program

Cost/purpose/funding source: No cost to College

The National Student Nurses' Association (NSNA) Convention

Location: Pittsburgh, PA

Date(s): April 10 - 15, 2012

Department: GWC CNSA

Cost/purpose/funding source: \$10,000 for Transportation and Lodging from CNSA Club Acct and CNSA Foundation Acct funds.

District Student Council Lobby Day

Location: Sacramento, CA

Date (s): March 20, 2012

Department: Student Activities

Cost/purpose/funding source: \$2,200 for airfare, ground transportation, meals, parking and misc expenses from ASGWC funds and District Student Council funds.

(Revision is to add District Student Council funds and to increase funding from \$1,000 to \$2,200. Prior Board Action: 03/07/12)

Subject	6.02 CCC - Student Trips
Meeting	Apr 4, 2012 - 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: Student Senate Spring General Assembly
 Location: Ontario
 Dates: April 27 - 29, 2012
 Department: Associated Student Government
 Cost/purpose/funding source: \$2,000; ASG funds
 Transportation: Private vehicles

Conference/Activity: Santa Ana Zoo
 Location: Santa Ana
 Dates: May 14, 2012
 Department: Psychology/Parent Education
 Transportation: Personal vehicles

Conference/Activity: Balboa Island Ferry
 Location: Newport Beach
 Dates: May 15, 2012
 Department: Psychology/Parent Education
 Transportation: District transportation

Conference/Activity: Huntington Beach Joint Powers Training Command Station
 Location: Huntington Beach
 Dates: May 16, 17, and 18, 2012
 Department: Psychology/Parent Education
 Transportation: Personal vehicles

Conference/Activity: Anaheim Brewery
 Location: Anaheim
 Date: April 17, 2012
 Department: Biology
 Transportation: Personal vehicles

Subject **6.03 OCC - Student Trips**
Meeting **Apr 4, 2012 - 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.

Puente Program Trip

Date: April 26-28, 2012

Department: Counseling

Purpose: to attend the Northern California Transfer Trip for transfer orientations and university tours at the University of California, Berkeley and San Francisco State University, and the Art Institute of San Francisco - events linked to the OCC Puente program and the English A100 semester academic curriculum and university research and writing assignment, Spring 2012 per recommendation of the University of California Office of the President (UCOP) statewide Puente Project program.

Cost/Purpose/Funding: Total amount of \$3,500 in expenses to include stipend for students' meals, student housing for two nights, hotel accommodations for two Puente coordinators and hotel for one bus driver, students snacks and beverages, meals for two Puente coordinators, bus parking for three days. To be paid from ASOCC funds.

Transportation: District Vehicle

CSULA Leadership Retreat

Location: Los Angeles, CA

Date: April 20, 2012

Department: OCC- ASOCC

Cost/Purpose/Funding: \$700 for registration, meals, parking and miscellaneous expenses from ASOCC funds.

Transportation: District and personal vehicles

7. Authorization for Special Projects

Subject **7.01 GWC - Special Projects**
Meeting Apr 4, 2012 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

GWC Summer Swim Lessons

Date(s): April – August 2012

Department: PE/HE/Athletics

Purpose: To provide swim lessons to the community

Cost/purpose/funding source: \$110,000 for personnel costs, supplies, registration services, and other related expenses from collected funds. Income of \$28,000 anticipated after expenses are paid.

Lunch Catering Truck

Date(s): April 16, 2012

Department: School of Nursing

Purpose: Raise funds for Pinning Ceremony

Cost/purpose/funding source: \$300 if needed for costs of supplies from Foundation account funds.

School of Nursing Student Barbeque

Date(s): April 9, 2012

Department: School of Nursing

Purpose: Raise funds for Pinning Ceremony

Cost/purpose/funding source: \$300 for costs of supplies from Foundation account funds.

Quality and Safety Education for Nurses (QSEN) Workshop

Date(s): August 15, 2012

Department: Health Professions/HWI/RHORC

Purpose: Provide one day QSEN workshop for up to 200 nurses at Doubletree Ontario Hotel

Cost/purpose/funding source: \$12,000 for Food, Conference room, AV package, Speaker hotel rooms from RHORC Trust funds.

Puente Mentor Panel Luncheon

Date(s): Saturday, April 14, 2012

Department: Counseling

Purpose: To introduce Puente students to members of the community who attended a community college system and transferred to obtain four year/graduate degrees.

Cost/purpose/funding source: \$400 for food and supplies from UCLA Puente funds.

Puente Program End-of-the-Year Celebration

Date(s): Friday, May 18, 2012

Department: Counseling

Purpose: To celebrate Puente students for the year commitment they made to their education and to themselves. We will celebrate with a certificate presentation in front of their families, mentors, staff, faculty and administrators..

Cost/purpose/funding source: \$1,100 for food, DJ, and supplies from UCLA Puente funds.

Financial Aid Awareness Day

Date(s): April 17, 2012

Department: Financial Aid

Purpose: The State of CA provides special funding to financial aid departments for outreach to the community and current students to raise awareness on the financial aid resources available to assist students on funding options for school. Our Financial Aid Office at GWC will be offering Financial Aid Workshops: Completing the FAFSA (English, Vietnamese & Spanish), Student Academic Progress (English & Vietnamese), QuickView & E-dollar assistance (English & Vietnamese) and Student Service Resources at GWC. We will also be opening up invitations for various departments to host a booth. We will be raffling off prizes (t-shirts, back packs, gift cards, and possible electronic devices).

Cost/purpose/funding source: \$8,000 for (Carl's Jr. Truck) Food, advertisement, promotional items, entertainment, and supplies from BFAP funds.

Congress to Campus

Date(s): April 22, 2012 – April 25, 2012

Department: Student Activities

Purpose: To participate in the district wide Congress to Campus event. If funding is left over after GWC's cost of hosting meals, the balance will be used to fund Congress members' travel and lodging costs.

Cost/purpose/funding source: \$1,000 for airfare, lodging, food and supplies from ASGWC funds.

Drum Circle and Peace, Mind and Body Information Day

Date(s): April 11, 2012

Department: Student Activities/Peace, Mind and Body Club

Purpose: Provide entertainment and promote Peace Conference

Cost/purpose/funding source: \$25 for supplies from club funds.

ASGWC Leadership Retreat

Date(s): April 6, 2012

Department: Student Activities

Purpose: Provide leadership training for student council and senate

Cost/purpose/funding source: \$150 for food and supplies from ASGWC Advisor's Projects funds.

Regional Testing Center Coordinator Meetings

Date(s): May 8, 2012

Department: Health Professions-HWI-RHORC/RTC

Purpose: Present up to two workshops to review new policies and procedures for Regional Center Testing

Cost/purpose/funding source: \$3,000 for Conference room, lodging rooms, food, materials and supplies from RHORC Trust funds.

Basic Skills Workshops

Date(s): Fridays: March 16, 2012; April 13, 2012; May 4, 2012

Department: Counseling

Purpose: Provide a 3-part workshop series on Effective Teaching Strategies for Faculty members

Cost/purpose/funding source: \$500 for supplies and snacks from Basic Skills funds.

(Justification for late submittal: New grant coordinator was not aware prior Board approval was required for workshops)

Earth Day Recognition

Date(s): April 23 - 26, 2012

Department: Student Activities

Purpose: To celebrate Earth Day and promote sustainability

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

(Revision is to add additional days. Previous Board approval 12/14/11)

ASGWC Video Game Competition

Date(s): April 5, 2012

Department: Student Activities

Purpose: Campus Life Enrichment

Cost/purpose/funding source: \$50 for food and supplies from ASGWC funds.

(Revision is to change date of event from February 22, 2012. Previous Board approval 12/14/11)

ASGWC Billiards Tournament

Date(s): April 3, 2012

Department: Student Activities

Purpose: To encourage participation in campus life

Cost/purpose/funding source: \$50 for food and supplies from ASGWC funds.

(Revision is to change date of event from February 21, 2012. Previous Board approval 12/14/11)

Battle of the Bands Competition

Date(s): April 12, 2012

Department: Student Activities

Purpose: Contest to encourage participation in campus life. Winner to perform at Earth Day Celebration

Cost/purpose/funding source: \$500 for food and supplies from ASGWC funds.

(Revision is to change date of event from March 15, 2012. Previous Board approval 1/18/12)

Athletic Luncheons

Date(s): September 2011 - June 2012

Department: PE/Athletics

Purpose: Provide lunch/dinner for hosted events

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

(Revision is to add dinner and other supplies. Previous Board approval 7/20/11)

Athletic Team Banquets

Date(s): November 2011 - March 2012

Department: PE/Athletics

Purpose: Award ceremony and lunch/dinner for fall athletic teams.

Cost/purpose/funding source: \$1,000 for food and supplies from trust and/or Foundation accounts.

(Revision is to extend end date and add dinner. Previous Board approval 11/16/11)

Subject **7.02 CCC - Special Projects**
Meeting Apr 4, 2012 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Academic Senate End-of-the-Year Spring Installation Luncheon

Date: May 15, 2012

Location: Coastline Art Gallery

Department: Academic Senate

Purpose: To install newly-elected Senators and recognize outstanding faculty.

Cost/purpose/funding source: Majority of funding based on participants' contribution of \$15/each to offset costs. Senate funds will cover special guests' costs.

All-College Spring Workshop and BBQ

Date: April 27, 2012

Location: Garden Grove Center

Department: President's office/Professional Development Committee

Purpose: Professional Development

Cost/purpose/funding source: \$1,400; Foundation ancillary funds. Majority of funding based on participants' contribution to offset costs.

Exhibit Space Rental at the Consortium of Colorado's 23rd Annual eLearning Conference

Date: April 11-13, 2012

Location: Breckenridge, Colorado

Department: Instructional Systems Development

Purpose: To rent exhibit space promoting Coast Learning Systems materials. No representatives are attending.

Cost/purpose/funding source: \$300; ISD Ancillary funds

Summer Institute on Technology and Teaching Excellence

Date: July 19-20, 2012

Location: Garden Grove Center

Department: Distance Learning/Technology Committee

Purpose: Training workshops highlighting technology strategies supporting faculty and staff

Cost/purpose/funding source: \$13,000; General funds

Academic Senate Strawberry Festival Fundraiser

Date: May 25-28, 2012

Location: Garden Grove Center Parking Lot

Department: Academic Senate

Purpose: To fundraise for the Academic Senate

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

Mid-Pacific Information and Communications Technologies (MPICT) Center and California Community College (CCC) ICT Collaborative - Faculty Development Week Conference

Date: June 11 - 15, 2012

Location: Garden Grove Center

Department: Career and Technical Education

Purpose: Faculty Development

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

Community Outreach and Strategic Partners Agency Activities

Date: Various dates throughout 2012-13

Location: Various

Department: One Stop Center

Purpose: Build community relationships and bringing positive exposure to the One-Stop Centers. Coastline Community College/Orange County One-Stop Center to participate in recruitment, business outreach and partner agency activities throughout the 2012-13 fiscal year. Activities to be held by local cities, partner agencies and Chambers of Commerce located in the communities surrounding the One-Stop Centers. There will be no charge to participants.

Funding source: \$1,000 per event to be paid from One Stop Center funds

Department Staff Development and Training Meetings

Date: Various dates throughout 2012-13

Location: Various

Department: One Stop Center

Purpose: To build partner relationships and allow staff development at the One Stop Centers. Coastline Community College/Orange County One-Stop Centers to coordinate various Department Staff Development and Training Meetings throughout the 2012-13 fiscal year. Training sessions to include employees from Coastline Community College, California Employment Development Department, Orange County Workforce Investment Board, and other Partner Agencies. There will be no charge to participants.

Funding source: \$6,000 for all events to be paid from One Stop Center funds.

Host Partner Agency Meetings

Date: Various dates throughout 2012-13

Location: Various

Department: One Stop Center

Purpose: To build community relationships and bring positive exposure to the One-Stop Center. Coastline Community College/Orange County One-Stop Centers to host various agency meetings throughout the 2012-13 fiscal year. Meetings to include employees from Coastline Community College, California Employment Development Department, Orange County Workforce Investment Board, and other Partner Agencies. There will be no charge to participants.

Funding source: \$1,000 per event to be paid from One Stop Center funds

Host Client Functions, Meetings and Workshops

Date: Various dates throughout 2012-13

Location: Various

Department: One Stop Center

Purpose: To allow for client success and bring positive exposure to the One-Stop Centers. Coastline Community College/Orange County One-Stop Centers to host various client functions, meetings and workshops throughout the 2012-13

fiscal year for One-Stop Center clients. There will be no charge to participants.

Funding source: \$1,000 per event to be paid from One Stop Center funds

Subject **7.03 OCC - Special Projects**
Meeting **Apr 4, 2012 - Regular Meeting**
Category **7. Authorization for Special Projects**
Access **Public**
Type **Consent**

7th Annual Green Coast Day

Date: April 18, 2012

Department: Green Coast Day Club

Purpose: Seventh annual public event to raise awareness about the environment and sustainability; event will include exhibits, guest speaker, poster session, panel discussion and the Garrison Prize presentation.

Cost/Purpose/Funding: Funding is provided by the ASOCC, OCC Foundation under the Distinguished Speaker program in the amount of \$7,000 for the guest speaker and and \$500 for the Garrison Prize award.

Classical and Studio Guitar Concert

Date: May 22, 2012

Department: Visual and Performing Arts/ Music

Purpose: Student and Community Outreach

Cost/Purpose/Funding: Cost \$500. Tickets \$5. Expenses to be paid from ASOCC and ticket sales.

High School Dance Day

Date: April 5, 2012

Department: Visual and Performing Arts—Dance

Purpose: Outreach and Promotion to high school students and local instructors to create interest in OCC Dance programs and events

Cost/Purpose/Funding: Total Amount of \$500. To be paid from ASOCC and Ancillary Funds.

Job Center & Internship Academy

Date: 2011 - 2012 Academic Year

Department: OCC Job Center & Internship Academy

Purpose: To host various functions, workshops, and meetings during the 2011-2012 school year. Function and activity expenses to include food, supplies, independent contractors, vendors, development and distribution of print and web materials, equipment and meeting rooms up to \$5000. Request late due to missing paperwork at Campus.

Cost/Purpose/Funding Source: All to be paid by Ancillary Funds and ASOCC.

Orange Coast College School of Allied Health Professions Annual Pinning Ceremony

Date: May 22, 2012

Purpose: ceremony for students finishing allied health certificate programs

Cost/Purpose/Funding: Expenses totaling \$3,000 to include refreshments, flowers, and other expenses, to be paid from ASOCC and other OCC ancillary funds.

Recognition Event

Date: April 2012

Department: Staff Development

Purpose: Outstanding Coast Colleagues of the Year program, reception and related activities

Cost/Purpose/Funding Source: \$4,000 from Staff Development, Foundation Office and/or Presidents Office

Various Meetings, Workshops, and Special Events

Date: 2012-2013 Fiscal Year

Department: OCC- Technology Department

Purpose: Industry Advisory Committee meetings, campus meetings and events.

Cost/Purpose/Funding: Total expenses \$500 to be paid out of Division Ancillary and/or Division General funds.

Various Meetings, Workshops, and Special Events

Date: 2011 - 2012 Fiscal Year

Department: OCC - Technology Department

Purpose: Industry Advisory Committee meetings/campus meetings and events.

Cost/Purpose/Funding: Total expenses \$500 to be paid out of Division Ancillary and/or Division General funds.

Vietnamese Student Association Fundraiser

Date: Friday, May 25, 2012

Department: ASOCC - Vietnamese Student Association

Cost/Purpose/Funding: Total amount not to exceed \$5,000 for related event expenses, to be paid from event proceeds and ASOCC funds

REVISION TO PREVIOUS BOARD ACTION**Vendors at Orange Coast College Commencement**

Date: May 23, 2012

Department: OCC - ASOCC

Purpose: The types of vendors that may be utilized include Commencement Flowers and Grad Images/Grad Trak photographers. All necessary contracts and/or insurance forms will be on file with the appropriate offices. It is further requested that the campus Vice President of Administrative Services be authorized to sign these agreements. Any up front supplies and costs to be paid by the Associated Students of Orange Coast College, and all monies earned from the activity will be deposited into ASOCC and scholarship accounts.

Cost/Purpose/Funding Source: Cost is determined by the number of graduates; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, flowers, awards, miscellaneous expenses; to be paid from ASOCC funds. *Revised to include General Fund and Ancillary funds*

Subject **7.04 DIS - Special Projects**
Meeting **Apr 4, 2012 - Regular Meeting**
Category **7. Authorization for Special Projects**
Access **Public**
Type **Consent**

SB70/SB1133 Career Technical Education (CTE) Community Collaborative Grant

Date: Various dates between February 1, 2012 and February 28, 2014

Location: Various Locations throughout Southern California

Department: District Educational Services

Purpose: To perform regional CTE grant related activities as required under the District's approved SB70/SB1133 CTE Community Collaborative grant work plan such as regional meetings, regional events, professional development activities, countywide counselor's workshop; faculty & counselor externships; publication and distribution of CTE related materials; and CTE pathway events.

Cost/purpose/funding source: NTE \$411,350 in total for all grant activities. Expenses to be paid from Year 5 of the SB70/SB1133 CTE Community Collaborative Grant Funds.

District Wellness Committee Activities

Dates and Locations: April 5, 2012-June 30, 2012; various events held at District and/or campus sites.

Purpose: Promote health and wellness among benefit-eligible District employees through participation in various activities at the District and campus sites. The District Wellness Committee offers health and wellness activities and information, including but not limited to, Weight Watchers, health and wellness, newsletters, Mixed Martial Arts and other fitness workshops.

Cost/Purpose/Funding Source: Not to exceed District Wellness Committee approved budget of \$20,000 (general funds).

8. Authorization to Apply for Funded Programs

Subject	8.01 DIS - Authorization to Apply for Funded Programs
Meeting	Apr 4, 2012 - 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 Chancellor or Vice Chancellor of Administrative Services be authorized to sign any related documents as appropriate.

Coast Community College District has received an extension for the fourth year of funding for the California Community Colleges Chancellor's Office SB70/SB1133 grant titled "**Evaluation**". The District Office in collaboration with WestEd and the Institute for Evidence Based Change (formerly CalPASS) will receive funding to develop a System-wide evaluation of the Career Technical Education/Economic and Workforce Development Pathways initiatives and a data matching project. The goal is to provide an in-depth review of how funded programs are working at the local level, their ongoing achievement of objectives and activities, and outcomes, and then inform interested stakeholders and policy makers of what is working, what areas need improvement, and recommend future funding needs. WestEd, through a subgrantee agreement with the District Office, will evaluate the impact of the SB70 initiative and those Career Technical Education/Economic and Workforce Development pathway grants funded through this initiative. Institute for Evidence Based Change, through a subgrantee agreement with the District Office, will research and conduct a data matching project which follows SB70/1133 students by industry sector/career pathway from high school to community college. All oversight of this grant and the subgrantee agreements will be handled through the District Educational Services department. **(Previous Board Approval: August 17, 2011)**

Fiscal Impact: Coast Community College District will receive \$1,700,000 between February 1, 2011, to and including **June 30, 2013**. No matching funds required.

Coast Community College District has been awarded funding for the California Community Colleges Chancellor's Office Governor's Career Technical Education Initiative (SB70/SB1133) grant titled "**Career Technical Education Community Collaborative – Year 5**". The Coast Community College District is the lead administrative partner for this CTE Community Collaborative project. The key community college participants include Coastline Community College, Cypress College, Fullerton College, Golden West College, NOCCCD School of Continuing Education, Orange Coast College, Saddleback College, and Santa Ana College. Additional partners in the regional collaborative and the Career Pathways programs include business and industry representatives, county ROP's, the Orange County Workforce Investment Board along with secondary education specialists from middle and high schools which include Garden Grove, Huntington Beach, Newport-Mesa, as well as other local Orange County school Districts. The role of CCCD will be to foster a meaningful educational process among these entities that introduces a closer relationship with middle schools, the introduction of new goals and new assessment systems for measuring progress, provision of enhanced technical learning for faculty members, and the introduction of professional development programs and opportunities designed to strengthen the skills of all staff associated with this CTE-Community Collaborative program. Additionally, our community college partners as listed above, through subgrantee agreements with the District Office, will work with their local high school and ROP partners on the grant

approved CTE Sector Pathways to create new and/or enhance existing pathway partnerships. All oversight of this grant and subgrantee agreements will be handled through the District Educational Services department.

Fiscal Impact: This 5th year of the project, Coast Community College District will receive \$411,350 from February 1, 2012 through February 28, 2014. There are matching funds of 10% required for this funding.

Coast Community College District has been awarded funding for the California Community Colleges Chancellor's Office SB70/SB1133 grant titled "**Evaluation**". This will be the fifth year of funding for this grant. The District Office in collaboration with WestEd will receive funding to develop a System-wide evaluation of the Career Technical Education/Economic and Workforce Development Pathways initiatives. The goal is to provide an in-depth review of how funded programs are working at the local level, their ongoing achievement of objectives and activities, and outcomes, and then inform interested stakeholders and policy makers of what is working, what areas need improvement, and recommend future funding needs. WestEd, through a subgrantee agreement with the District Office, will evaluate the impact of the SB70 initiative and those Career Technical Education/Economic and Workforce Development pathway grants funded through this initiative. All oversight of this grant and subgrantee agreements will be handled through the District Educational Services department.

Fiscal Impact: Coast Community College District will receive \$1,000,000 between February 1, 2012, to and including February 28, 2014. No matching funds required.

9. Authorization for Disposal of Surplus

Subject **9.01 Authorization for Disposal of Surplus**
Meeting Apr 4, 2012 - Regular Meeting
Category 9. Authorization for Disposal of Surplus
Access Public
Type Consent

File Attachments

[040412Surplus.pdf \(6 KB\)](#)

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
ORANGE COAST COLLEGE				
Cabinet	9023442	---	---	P
Cabinet	9047384	---	---	P
File Cabinet	---	---	---	P
Gurney	9047312	890	878793020-2	I
Microscope	2003156	---	---	P
Face Shields	---	---	---	P
Telephoto Lens	---	---	---	P
Microphone	---	---	---	P
Misc small lab items	---	---	---	P
File Cabinet	---	---	---	P
Tables (16)	---	---	---	P
Chairs (31)	---	---	---	P
Fax	9045800	---	---	I
Typewriter	9020022	---	---	I
Typewriter	9047932	---	---	I
Chairs (4)	---	---	---	I

10. Authorization to Enter Into Standard Telecourse Agreements

Subject	10.01 CCC - Authorization to Enter Into Standard Telecourse Agreements
Meeting	Apr 4, 2012 - 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

North Carolina Community College System (NC)

Term of Agreement: January 1, 2012 – May 31, 2012

ASTRONOMY: OBSERVATIONS AND THEORIES

Tennessee Board of Regents (TN)

Term of Agreement: January 1, 2012 – May 31, 2012

Tennessee Board of Regents (TN)

Term of Agreement: January 1, 2012 – May 31, 2012

CHILD DEVELOPMENT: STEPPING STONES

Texas Consortium for Educational Telecommunications (TX)

Term of Agreement: September 1, 2011 – August 31, 2012

CULTURAL ANTHROPOLOGY: OUR DIVERSE WORLD

Clackamas Community College (OR)

Term of Agreement: January 1, 2012 – December 31, 2014

Nicolet Area Technical College (WI)

Term of Agreement: January 18, 2012 – May 18, 2012

NILRC (IL)

Term of Agreement: January 1, 2012 – December 31, 2014

Texas Consortium for Educational Telecommunications (TX)

Term of Agreement: September 1, 2011 – August 31, 2012

CYCLES OF LIFE: EXPLORING BIOLOGY

North Carolina Community College System (NC)

Term of Agreement: January 1, 2012 – May 31, 2012

Tennessee Board of Regents (TN)

Term of Agreement: January 1, 2012 – December 31, 2014

Texas Consortium for Educational Telecommunications (TX)

Term of Agreement: September 1, 2011 – August 31, 2012

PHYSICAL ANTHROPOLOGY: THE EVOLVING HUMAN

Clackamas Community College (OR)

Term of Agreement: January 1, 2012 – December 31, 2014

Texas Consortium for Educational Telecommunications (TX)

Term of Agreement: September 1, 2011 – August 31, 2012

PSYCHOLOGY: THE HUMAN EXPERIENCE

Dallas County Community College District (TX)

Term of Agreement: September 1, 2011 – August 31, 2012

TRANSITIONS THROUGHOUT THE LIFE SPAN

Howard Community College (MD)

Term of Agreement: May 29, 2012 – May 28, 2015

Northeast Community College (NE)

Term of Agreement: September 1, 2011 – May 31, 2012

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.

Authorization to Enter Standard Amendment to Standard Telecourse Agreements (Prior Board Approval 2/1/12)

Portland Community College (OR)

Authorization to Enter Standard Amendment to Standard Telecourse Agreements (Prior Board Approval 2/1/12)

Portland Community College (OR)

File Attachments

[Telecourses.pdf \(343 KB\)](#)

11. Approval of Clinical Contracts

Subject **11.01 OCC - Clinical Contracts**
Meeting Apr 4, 2012 - 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 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

Mission Hospital Mission Viejo, CA Term: April 5, 2012 to June 30, 2015 Compensation: None (See Attachment #4)	Non Standard Clinical Affiliation Agreement
--	---

NEW

Guardian Senior Homes Costa Mesa, CA Term: April 5, 2012 to April 1, 2017 Compensation: None	Standard Clinical Affiliation Agreement
Yorba Canyon Dentistry, Dr. Modarres Yorba Linda, CA Term: April 5, 2012 to March 30, 2017 Compensation: None	Standard Clinical Affiliation Agreement
Dr. Tao Hong Duong Westminster, Ca Term: April 2012 to April 1, 2017 Compensation: None	Standard Clinical Affiliation Agreement
Cypress Urgent Care Cypress, CA Term: April 5, 2012 to March 30, 2017 Compensation: None	Standard Clinical Affiliation Agreement
Hoag Urgent Care Tustin, Orange, Anaheim, Huntington Beach, CA Term: April 5, 2012 to March 30, 2017 Compensation: None	Standard Clinical Affiliation Agreement
Laguna Dana Urgent Care	Standard Clinical Affiliation Agreement

Dana Point, CA
Term: April 5, 2012 to March 30, 2017
Compensation: None

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

12. Approval of Standard Agreements

Subject	12.01 CCC – Standard Agreements (Scope of Work)
Meeting	Apr 4, 2012 - Regular Meeting
Category	12. Approval of Standard Agreements
Access	Public
Type	Consent

Approve District Standard Scope of Work #2012-64 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-64 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 – Housekeeping & Waste Container Management training courses. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$28,125 income from Chevron Products Company payable upon completion of project deliverables based on five stages of completion.

Approve District Standard Scope of Work #2012-65 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-65 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 – Spill Prevention Control and Countermeasures training courses. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$28,125 income from Chevron Products Company payable upon completion of project deliverables based on five stages of completion.

Approve District Standard Scope of Work #2012-66 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-66 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for the Breaking Lines hands-on workshop. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$7,500 income from Chevron Products Company payable upon completion of project deliverables based on five stages of completion.

Approve District Standard Scope of Work #2012-67 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-67 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 – Fire Prevention and Extinguishing Techniques – Phase 2. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$3,750 income from Chevron Products Company payable upon completion of project deliverables based on five stages of completion.

Approve District Standard Scope of Work #2012-68 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-68 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for SRU73 – Phase 3 – Classroom Workshop. 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 upon completion of project deliverables based on five stages of completion.

Approve District Standard Scope of Work #2012-69 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-69 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for the ROC Project – Design and Ready Workshop Support – Phase 2. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$18,750 income from Chevron Products Company payable upon completion of project deliverables based on five stages of completion.

Approve District Standard Scope of Work #2012-70 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, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2012-70 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for Safety CBT: Floor Warden Refresher Training. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$13,875 income from Chevron Products Company payable upon completion of project deliverables based on five stages of completion.

13. Authorization for Purchase of Institutional Memberships

Subject **13.01 CCC – Institutional Memberships**
Meeting Apr 4, 2012 - Regular Meeting
Category 13. Authorization for Purchase of Institutional Memberships
Access Public
Type Consent

RENEWAL

Name and Acronym: National Association of Institutions for Military Education Services (NAIMES)

Term of Membership: January 1, 2012 — December 31, 2012

Cost: \$500

Purpose: A consortium of colleges and universities committed to promoting high quality educational opportunities for the military community.

Accrediting Commission for Community and Junior Colleges (ACCJC)

Term of Membership: July 1, 2012—June 30, 2013

Cost: \$20,326

Purpose: Essential membership is required to maintain the College's accreditation and eligibility for state, federal, and veterans' programs.

Subject	13.02 OCC - Institutional Memberships
Meeting	Apr 4, 2012 - Regular Meeting
Category	13. Authorization for Purchase of Institutional Memberships
Access	Public
Type	Consent

Learning Resources Network Membership – 2012-2013 - \$595.00 Membership provides information, consulting, and training services for six staff members and guarantees to increase enrollment, boost income, and save costs.

14. Authorization for Off-Campus Assignments

Subject **14.01 OCC - Off Campus Assignments**
Meeting **Apr 4, 2012 - 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: Michael G. Morvice

Title: Staff Assistant, Senior

Organization: National Association of Student Personnel Administrators (NASPA)

Assignment: 2013 Annual Conference Planning Committee

Term: March 2012 - April 2013

15. Authorization for Community Activities

Subject	15.01 GWC - Community Activities
Meeting	Apr 4, 2012 - 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.

Professional Experts

BASIC HOME REPAIR: PLUMBING, ELECTRICAL & WOODWORK, 12.0 hours, July 21, 2011 to June 30, 2012

Presenter Sigr d Hammer Wolf to receive \$40.00 per participant compensation and \$5.00 per participant material fee.

Participant Fee: 103.00. (P) First offered in 2009.

(Revision is to add material fee to the presenter's compensation. Previous Board approval July 20, 2011)

Subject	15.02 OCC - Community Activities
Meeting	Apr 4, 2012 - 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 April 5 – 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.

REVISION TO PREVIOUS BOARD ACTION

INDEPENDENT CONTRACTORS

IC Name: Stephen Hall

Services: Presenter for the Juvenile Alcohol and Drug Awareness class, Fee \$50, 8 hours (F)

Payment Schedule/Compensation: Compensation equals \$800 per class taught. *Revision: Increase total contract amount \$3,000 for a total of \$11,000.*

Terms of Agreement: April 5 – June 30, 2012

Source of Funding: Community Education registration fees.
(Prior Board Approval 4-6-11)

PROFESSIONAL EXPERTS

Professional Expert TC Proctor will teach FN 145 Feeding the Young Child and will provide 15 instructional teaching hours and will be paid \$53.111 per instructional hour. Hourly rate paid by Orange County Head Start Inc. contract and will not apply toward Lecture Hour Equivalency (LHE). Classes will be held at Orange County Head Start, Inc.

16. Personnel Items

Subject	16.01 District
Meeting	Apr 4, 2012 - Regular Meeting
Category	16. Personnel Items
Access	Public
Type	Discussion

- a. Authorization for Schedule Changes, Classified Staff
- b. Authorization for Professional Experts
- c. Authorization for Monthly Travel Allowances

File Attachments

[Open.doc \(39 KB\)](#)

PERSONNEL ITEMS

a. 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>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Wong, Susan	GWC	Registered Nurse	62.5%	HOC	02/06/12	06/30/12

b. Authorization for Professional Experts

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

Professional Experts over \$10,000.00

Cervantes, Aureliano, OCC, to provide coordination of the IDRC Digital Manufacturing Grant, for the period 04/05/12 to 06/30/12, to be paid by timecard at \$10.00 per unit, 115.39 units per week for 13 weeks, compensation NTE \$15,000.00, funding source is IDRC Digital Manufacturing Grant.

Leighton, John, CCC, to research, develop, write and edit grant proposals for the Grant Development Department, for the period 04/10/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 12 units per week for 10 weeks, compensation to be \$12,000.00, funding source is General Fund.

Siu, Anna Lydia, CCC, to provide internal monitoring of case files to ensure documentation is accurate, consistent, and meets all legal requirements, for the period 04/05/12 to 06/30/12, to be paid by timecard at \$10.00 per unit, 175 units per week for 12 weeks, compensation to be \$21,000.00, funding source is Categorical Funds.

Snyder, Thomas J., CCC, to serve as a Project Facilitator for Title III AANAPISI (Asian American Native American Pacific Islander Serving Institution) Grant through the Grant Development Department, for the period 04/10/12 to 06/30/12, to be paid at \$100.00 per unit, 12.5 units per week for 10 weeks, compensation to be \$12,500.00, funding source is Categorical Funds.

Young, Gary J., CCC, to assist in developing, designing, coding, testing, debugging and documenting major complex computer programs, modules, subsystems or application, and maintain integrity and functionality of course management systems, develop future applications in regards to reporting errors, participate in the development of virtual scenarios to be used for training, including graphics, scripting, and live interactions with students, for the period 04/10/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 15.501 units per week for 10 weeks, compensation to be \$15,501.00, funding source is Learning Technology Center General Funds.

Other Professional Experts

Anderson, Matthew J., GWC, to serve as musician for GWC Theater production of "Cabaret," for the period 04/05/12 to 05/31/12, to be paid at \$100.00 per unit, 1.60 units per week for 6 weeks, compensation NTE \$960.00, funding source is Theater Income Trust.

Bass, Brenda A., CCC, to provide graphic, design, and marketing for the Nerd Day Event for the Computer Services Technology program at Garden Grove Center, for the period 04/05/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 2.5 units per week for 12 weeks, compensation to be \$3,000.00, funding source is Categorical Funds.

Blair, Kimberly A., GWC, to assist with the summer swim program, for the period 05/01/12 to 08/31/12, to be

paid at \$100.00 per unit, 4.723 units per week for 18 weeks, compensation NTE \$8,500.00, funding source is Summer Swim Trust Fund.

Fernandez, Teeya F., OCC, to assist with OCC Women's Basketball team, for the period 04/05/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 6.154 units per week for 13 weeks, compensation to be \$8,000.00, funding source is Ancillary Account.

Gordon, Sherill A., GWC, to assist with the summer swim program, for the period 05/01/12 to 08/31/12, to be paid at \$100.00 per unit, 5.334 units per week for 18 weeks, compensation NTE \$9,600.00, funding source is Summer Swim Trust Fund.

Katayama, Valerie H., OCC, to assist with coaching with OCC Women's Basketball team, for the period 04/06/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 2.083 units per week for 12 weeks, compensation NTE \$2,500.00, funding source is Ancillary Account.

Lapier, Devon, GWC, to assist with the summer swim program, for the period 05/01/12 to 08/31/12, to be paid at \$100.00 per unit, 5.277 units per week for 18 weeks, compensation NTE \$9,500.00, funding source is Summer Swim Trust Fund.

Morrill, Monica M., OCC, to assist with OCC Women's Crew team during the 2011-2012 academic year, for the period 04/06/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 1.54 units per week for 13 weeks, compensation NTE \$2,000.00, funding source is Ancillary Account.

Navarro, Christian G., GWC, to serve as stage manager for GWC Theater production of "Cabaret," for the period 05/01/12 to 06/30/12, to be paid at \$100.00 per unit, 1.25 units per week for 8 weeks, compensation NTE \$1,000.00, funding source is Theater Income.

Skolnik, Matthew J., OCC, to assist with OCC Men's Volleyball team during the 2011-2012 academic year, for the period 04/05/12 to 06/30/12, to be paid by timecard at \$100.00 per unit, 2.308 units per week for 13 weeks, compensation NTE \$3,000.00, funding source is Ancillary Account.

Revision to Previous Board Action

Disney, Betty, CCC, to serve as Projects Coordinator for Contract Education/College Education Bound US (CCC-EBUS) program, for the period 07/01/11 to 06/30/12, to be paid by timecard at \$100.00 per unit, 7.6 units per week for 50 weeks, increase compensation from \$35,000.00 to \$38,000.00 to accommodate hours assisting with CCC EBUS Project Coordinator activities, funding source is Ancillary Fund.

c. Authorization for Monthly Travel Allowances

It is recommended that authorization be give for the following monthly travel allowances for staff members who use their personal cars regularly and frequently for college-related business:

CCC

Jones, Nancy
Dean, Instruction, Career & Technical Education

\$225.00 per month

17. Authorization for Independent Contractors

Subject **17.01 GWC - Independent Contractors**
Meeting Apr 4, 2012 - Regular Meeting
Category 17. 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: Barnhill, Barry

Services: Content expert and lecturer for RHORC Nursing Specialty Programs

Payment Schedule/Compensation: \$10,000, to be paid \$75/hour per invoice after class completion

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

Source of Funding: RHORC Trust funds

(Revision is to increase the compensation from \$8,000 to \$10,000 due to increased number of presentations.

Previous Board approval: May 18, 2011)

UNDER \$10,000

IC Name: Benedik, James

Services: Piano tuning and repair for GWC Theater Department

Payment Schedule/Compensation: \$750, to be paid within 30 days after service completion and invoice submittal

Term of Agreement: April 5, 2012 – June 31, 2012

Source of Funding: Theater Income Trust Fund

IC Name: See Below

Services: Performers at GWC Spring Music Concert – "Gave it up for Lent"

Payment Schedule/Compensation: See below for payments, NTE \$3,625 (to be paid \$200 each except where noted – 16 @ 200 + 1 @ 425 = \$3,625), to be paid at the conclusion of performance.

Term of Agreement: May 11, 2012 – May 12, 2012

Source of Funding: Associated Students of Golden West College – Creative Arts 10-2600-2209, Choir Trust 11-2700-2351, and Foundation 10-2262 accounts.

Chris Dierl		\$425.00
Scott Reese		\$200.00
Stephen K Charpié		\$200.00
Jostein Aarflot		\$200.00
Mary Stupin		\$200.00
Michael Harrison		\$200.00
Laurence Greenfield		\$200.00
Ann M. Cavadini-Goodwin		\$200.00
Kristen Autry		\$200.00

Joseph Derthick		\$200.00
Elaine Tubinis		\$200.00
LaVette Allen		\$200.00
Cheri Hutchison-Dierl		\$200.00
Stephen Green		\$200.00
Matthew Hare		\$200.00
Nicole Siegel		\$200.00
Collette Hausey		\$200.00

IC Name: See Below

Services: Performers for GWC Theater Production – "Cabaret"

Payment Schedule/Compensation: See below for payments, NTE \$9,600 (to be paid \$960 each 10 @ 960 = \$9,600), to be paid at the conclusion of performance.

Term of Agreement: May 4, 2012 – May 13, 2012

Source of Funding: Associated Students of Golden West College – Creative Arts, Theater Income Trust

Rob Woyshner	\$960.00
Adrienne Geffen	\$960.00
Anna Stadlman	\$960.00
Hayan Charleston	\$960.00
Kevin Richardson	\$960.00
John Hanpadungvongs	\$960.00
Shelly Suminski	\$960.00
Doris Doyon	\$960.00

IC Name: Polunas, Jeff

Services: Sound Technician services for GWC Theater production

Payment Schedule/Compensation: \$2,000 to be paid per invoice upon completion

Term of Agreement: March 8, 2012 – June 15, 2012

Source of Funding: Theater Income and ASB funds

(Revision is to increase compensation from \$1,000 to \$2,000 because of submission error on original request.

Previous Board approval March 7, 2012)

Subject **17.02 CCC – Independent Contractors**

Meeting Apr 4, 2012 - Regular Meeting

Category 17. 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: Oskorus, David

Services: Programming of interactive activities for the Online Public Speaking course.

Payment Schedule/Compensation: 20 activities @\$500/each for a total contract of \$10,000.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: ISD Ancillary Publications funds for Online Public Speaking.

IC Name: Huntington Commercial Publications

Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2012-64, Redesign of Safety CBTS – Housekeeping & Waste Container Management, \$10,000; SOW #2012-65, Redesign of Safety CBTS – Spill Prevention Control and Countermeasures, \$10,000; SOW #2012-67, Redesign of Safety CBTS – Fire Prevention & Extinguishing Techniques, \$3,000; SOW #2012-70, Safety CBT: Floor Warden Refresher Training, \$5,000.

Payment Schedule/Compensation: \$28,000 paid by percentage of completion of project deliverables broken down into five stages of completion.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Denise Cusano Instructional Design, Inc.

Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2012-64, Redesign of Safety CBTS – Housekeeping & Waste Container Management, \$1,000; SOW #2012-65, Redesign of Safety CBTS – Spill Prevention Control & Countermeasures, \$1,000; SOW #2012-66, Breaking Lines, \$6,000; SOW #2012-69, ROC Project – Design and Ready Workshop Support – Phase 2, \$15,000; SOW #2012-70, Safety CBT: Floor Warden Refresher Training, \$500.

Payment Schedule/Compensation: \$23,500 paid by percentage of completion of project deliverables broken down into five stages of completion.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Ryther, Susan

Services: Instructional design services for the Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2012-68, SRU73 – Phase 3 – Classroom Workshop.

Payment Schedule/Compensation: \$10,000 upon completion of project deliverables broken down into five stages of completion.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Oskorus, David

Services: Development of interactive pages in Flash for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2012-64, Redesign of Safety CBTS – Housekeeping & Waste Container Management, \$10,000; SOW #2012-65, Redesign of Safety CBTS – Spill Prevention Control & Countermeasures, \$10,000; SOW #2012-70 Safety CBT: Floor Warden Refresher Training, \$5,000.

Payment Schedule/Compensation: \$25,000 paid at 50% on delivery of first version and 50% upon approval of final version after feedback is incorporated.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

UNDER \$10,000

IC Name: Jefferson, Aaron

Services: Contract Education Military Program outreach and support services on-site at military installations.

Payment Schedule/Compensation: \$2,200 paid in three monthly increments, upon receipt and approval of invoices.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Contract Education ancillary funds

IC Name: Farr, Patricia

Services: Provide a presentation and workshop on “Cultural Factors” at the All-College Professional Development Workshop, April 27, 2012.

Payment Schedule/Compensation: \$1,000/full payment upon receipt of final invoice.

Term of Agreement: April 5, 2012 – April 30, 2012

Source of Funding: Title III and Staff Development funds

IC Name: Johnstone, Rob

Services: Provide a keynote presentation and workshop on “Student Success” at the All-College Professional Development Workshop, April 27, 2012.

Payment Schedule/Compensation: \$1,200/full payment upon receipt of final invoice.

Term of Agreement: April 5, 2012 – April 30, 2012

Source of Funding: Title III and Staff Development funds

IC Name: Denise Cusano Instructional Design, Inc.

Services: Provide instructional design services for the Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2012-61, ROC Project (Phase 1) – Design and Ready workshop analysis and support for trainers.

Payment Schedule/Compensation: \$4,990 paid upon completion of Phase 1.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Rogers, Bill

Services: Voice over narration for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2012-64, Redesign of Safety CBTS – Housekeeping & Waste Container Management, \$500; SOW #2012-65, Redesign of Safety CBTS – Spill Prevention Control & Countermeasures, \$500; SOW #2012-70, Safety CBT: Floor Warden Refresher Training, \$500.

Payment Schedule/Compensation: \$1,500, paid upon completion of project narration.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: CableMasters

Services: Provide materials and labor to install 15 Cat6 Data drops. Eight cables will be installed at one location and seven drops will be installed on the opposite wall as outlined during job walk. All cables will be terminated, labeled and tested with a certified tester. Test results will be provided to Coastline.

Payment Schedule/Compensation: Materials: \$1,014.67; Labor: \$1,190.00 for a total contract of \$2,204.67.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: Basic Skills Grant

IC Name: Custom Building Maintenance

Services: Professional steam cleaning of 13,689 square feet of carpeting and 76 upholstered chairs at the Orange County One-Stop Center, Westminster location.

Payment Schedule/Compensation: \$2,820 paid as services rendered and upon receipt and approval of invoice.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: One-Stop Center funds

IC Name: T.E.D.S. Services

Services: Professional office painting services for the Orange County One-Stop Centers and Los Alamitos Joint Forces Training Base (includes materials and labor).

Payment Schedule/Compensation: \$5,800 paid as services rendered and upon receipt and approval of invoice.

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: One-Stop Center funds

IC Name: Professional Personnel Leasing, Incorporated (PPL)

Services: Finder's Fee for Recruitment: Interim Vice President of Instruction

Payment Schedule/Compensation: \$4,071.75 (Finder's Fee at 15%)

Term of Agreement: April 5, 2012 – June 30, 2012

Source of Funding: General funds

Subject **17.03 OCC - Independent Contractors**
Meeting Apr 4, 2012 - Regular Meeting
Category 17. 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

Clifford-Crosswhite, Leslie

Services: Guest lecturer to dance students on studio ownership and management
Department: Visual and Performing Arts/ Dance
Payment Schedule/Compensation: Total Contract Amount \$150
Term of Agreement: April 23, 2012 – April 30, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Bates, Lisa

Services: Photography of the OCC Student Dance Concert
Department: Visual and Performing Arts/Dance
Payment Schedule/Compensation: Total Contract Amount \$350
Term of Agreement: April 26, 2012 – May 9, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Scheall-Mehling, Holly

Services: Lecture on Dance Methodology
Department: Visual and Performing Arts/Dance
Payment Schedule/Compensation: Total Contract Amount \$150
Term of Agreement: April 25, 2012 – May 2, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Davis-Diassy, Bayette

Services: Guest teacher for African Dance Class
Department: Visual and Performing Arts-- Dance
Payment Schedule/Compensation: Total Contract Amount \$200
Term of Agreement: April 26, 2012 to May 3, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Higgins, Barbara

Services: Providing photographs for OCC Fashion Department
Payment Schedule/Compensation: Total contract amount is \$450, to be paid upon submittal of invoice as work is completed.
Term of Agreement: March 2012 - June 2012
Source of Funding: To be paid from Fashion Ancillary Funds

Jump O'Rama Inflatables, Inc.

Services: rental of inflatable obstacle course for College Fair
Department: ASOCC
Payment Schedule/Compensation: Total Contract Amount \$744
Term of Agreement: April 25, 2012 – April 25, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Lopez, Angela

Services: Choreography of *Awesome 80's Prom* production
Department: Visual and Performing Arts/ Theater
Payment Schedule/Compensation: Total Contract Amount \$1,500
Term of Agreement: April 5 to May 2, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Lopez, Angela

Services: Choreography of *Awesome 80's Prom* production
Department: Visual and Performing Arts/ Theater
Payment Schedule/Compensation: Total Contract Amount \$1,500
Term of Agreement: April 5 to May 2, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Wareh, Sama

Services: temporary Henna Art services for International/Multicultural Awareness Day
Department: ASOCC
Payment Schedule/Compensation: Total Contract Amount \$270
Term of Agreement: April 19, 2012 – April 19, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Way-Agle, Glendele

Services: Vocal and Acting Coach for *Awesome 80's Prom* production
Department: Visual and Performing Arts/ Theater
Payment Schedule/Compensation: Total Contract Amount \$1,000
Term of Agreement: April 5 to May 2, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

Dr. Lester Bryan Lim

Services: Providing Dental services for students for Dental Program
Payment Schedule/Compensation: Payment to be paid upon submittal of invoice as work is completed. Fee is based on students' services being provided.
Term of Agreement: April 5, 2012 through June 01, 2013
Source of Funding: To be paid from Ancillary Account- Bursar's Office from individual payments from students for services provided.

Subject **17.04 DIS - Independent Contracts**
Meeting **Apr 4, 2012 - Regular Meeting**
Category **17. 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.

OVER \$10,000

IC Name: Cheryl Dettrick, Resource Development Services

Services: To provide assistance for grants that become available that the colleges and or district deem feasible and decide to pursue through the duration of the agreement.

Payment Schedule/Compensation: By invoice based on agreed upon milestones, plus travel expenses, NTE \$40,000.

Term of Agreement: April 5, 2012 - April 4, 2013

Source of Funding: District general fund

UNDER \$10,000

IC Name: California ETEC

Services: Assistance in the development and implementation of a district-wide international student program plan.

Payment Schedule/Compensation: \$2,500 due upon completion.

Term of Agreement: April 5, 2012— June 30, 2013

Source of Funding: District general fund

18. Authorization for Professional Development Program

Subject **18.01 Authorization for Professional Development**
Meeting **Apr 4, 2012 - Regular Meeting**
Category **18. Authorization for Professional Development Program**
Access **Public**
Type **Consent**

OPTION I - TUITION, BOOKS, AND FEES:

Name	Course/Seminar	Date	Amount
Kristin Le Staff Assistant District	BUS 495-42 Marketing / Economics CSU Dominguez Hills	02/01/12 – 03/28/12	\$1,100.00
Anna Nibeel Military/Contract Ed Tech CCC	Anth 314 Global Ethnography Anth 414 Anthropology of Religion CSULB	01/23/12 – 05/11/12 01/23/12 – 05/11/12	\$1,300.00
Tuan Vo Staff Specialist GWC	21815 Personal Health 25162 Intro Psychology 30952 Principle of Sociology 35306 Advance Composition National University	03/05/12 – 03/31/12 04/09/12 – 05/05/12 05/07/12 – 06/02/12 06/04/12 – 06/30/12	\$3,250.00

OPTION II SALARY DIFFERENTIAL:

Name	Course/Seminar	Date	Amount
James Farrow Staff Assistant OCC	Master's Degree in History Cal St Fullerton	August 22, 2012 – December 10, 2014	2.5%

19. Authorization for Staff Development

Subject **19.01 GWC - Staff Development**
Meeting Apr 4, 2012 - Regular Meeting
Category 19. Authorization for Staff Development
Access Public
Type Consent

Business Department Symposium

Date(s): April 20, 2012

Purpose: Faculty training on how to utilize the tools within the Blackboard Learn Client that are specific to Business faculty.

Cost/Purpose/Funding Source: \$75 for food from Conferences Professional Development funds.

Counseling Department Symposium

Date(s): May 3, 2012

Purpose: Faculty training on 1) developing brainstorming innovative ideas for counseling 2) new policies and 3) updated information on financial aid changes.

Cost/Purpose/Funding Source: \$240 for food from Conferences Professional Development funds.

Math Department Symposium

Date(s): August 10, 2012

Purpose: Faculty training on the new MyLabs design and functionality.

Cost/Purpose/Funding Source: \$300 for food from Conferences Professional Development funds.

School of Nursing Department Symposium

Date(s): May 18, 2012

Purpose: Faculty training and overview of curriculum revisions, programmatic strategies, and preparation for NLN accreditation visit

Cost/Purpose/Funding Source: \$700 for food and additional supplies from IPD if available and/or Foundation funds.

(Revision is to change date of event. Previous Board approval March 7, 2012)

20. Approval of Purchase Orders

Subject **20.01 DIST - Purchase Orders**
Meeting Apr 4, 2012 - Regular Meeting
Category 20. Approval of Purchase Orders
Access Public
Type Consent

File Attachments

[Final PO Board List.pdf \(18 KB\)](#)

PO NUM	NAME OF VENDOR	SITE	OBJECT CODE	AMOUNT	
P0326515	K & Z Cabinet Co Inc Bid # 2005 CCC Newport Beach Learning Center FF & E Z2 Millwork (Capital Outlay) Board Date: 02/08/12	CCC	6254	339,520.00	
P0326680	CompuCom Systems Inc Hewlett Packard computer network server for upgrade - Information Technology (GOB)	OCC-GB	6402	58,430.36	
P0326679	Dell Higher Education Dell computer servers to upgrade - Information Technology (GOB)	OCC-GB	6402	51,698.49	
P0326682	Barco Products Co Picnic tables & umbrellas for upgrade Campus wide landscaping (GOB)	OCC-GB	6411	40,234.97	
P0326636	Oracle America Inc Annual software service maintenance agreement for Oracle database	DIS	5638	36,503.45	
P0326686	Dallas Telecollege Fees for Telecourses for Distance Learning	CCC	5748	35,430.00	
P0326605	MS Rouse Co Floor Covering for OCC Music Project (GOB)	OCC-GB	6250	34,643.00	
P0326582	CompuCom Systems Inc Software license fee for VMware software	OCC	5699	31,555.10	
P0326712	Cambridge West Partnership LLC IC for accreditation self evaluation	GWC	5112	26,800.00	
P0326725	Accrediting Commission-CJC Annual accrediting fees for Community & Junior Colleges	OCC	5749	24,909.00	
P0326523	Xpedx Paper & Graphics Specialty paper for GWC Graphics Dept	GWC	4310	24,315.52	
P0326689	Community College League of Calif Electronic Library database renewal fee	OCC	5699	22,461.88	
P0326528	College Board Online test units for student testing services	OCC	4312	21,684.69	
P0326527	Vital Link OC Open PO for Spring 2012 Pathway Day events at OCC	DIS	5899	21,000.00	
P0326606	Electro Systems Electric Repair & renovations of Bldg D interior (GOB)	OCC-GB	6250	19,588.00	
P0326481	SharePoint Pros Inc IC agreement to evaluate Microsoft Best Practices compliance	OCC	5899	16,800.00	
P0326632	Pelican Center LP Lease of Pelican Center for Coastline College. Board Date: 02/15/12	CCC	5684	16,000.00	
P0326599	FARO Technologies Inc Machine shop equipment, software & training.	OCC	6401	14,558.75	
P0326521	College Board	CCC	5699	13,274.80	

P0326729	Cablemasters	CCC	5899	2,204.67
P0326572	Apple Computer Inc	GWC	4315	2,194.32
P0326567	Xerox Corp	CCC	5682	2,182.16
P0326489	Office Depot	CCC	7601	2,153.71
P0326564	Xerox Corp	CCC	5682	2,141.70
P0326740	Texon II Inc	GWC	4312	2,118.04
P0326587	Eureka Calif Career Info Sys	OCC	5699	2,101.13
P0326559	Carolina Biological Supply	OCC	4312	2,049.09
P0326697	Smarthome	OCC	4312	2,035.00
P0326553	VWR Int'l Inc	GWC	4312	2,000.00
P0326644	Aircraft Spruce & Specialty Co	OCC	4312	2,000.00
P0326652	Pocket Nurse	GWC	4312	2,000.00
P0326500	Art Supply Warehouse	OCC	4312	1,956.01
P0326579	Green Tech	OCC	4312	1,939.50
P0326507	Carroll Promotions Inc	DIS	4312	1,900.00
P0326631	SIGMAnet Inc	CCC	4315	1,885.64
P0326672	Dell Higher Education	CCC	4315	1,872.80
P0326502	Promotions 4 U!	OCC	4312	1,800.00
P0326548	Metroline Inc	DIS	5657	1,678.74
P0326742	San Diego Police Equip Co	GWC	4312	1,622.72
P0326734	OCLC Inc	OCC	5110	1,600.00
P0326743	Pivot Point Int'l Inc	GWC	4312	1,571.54
P0326601	Accuvant	DIS	5638	1,485.00
P0326583	Apple Computer Inc	DIS	6412	1,449.85
P0326685	Harland Technology Services	CCC	5638	1,446.00
P0326733	Herff Jones - Diploma Division	OCC	4312	1,441.26
P0326714	Walters Wholesale Electric Co	OCC	4312	1,440.75
P0326560	Scantron Corp	CCC	4312	1,435.01
P0326495	Oceanside Photo & Telescope	OCC	4312	1,414.02
P0326514	Home Depot	GWC	4312	1,400.00
P0326586	Amer Red Cross	OCC	4312	1,400.00
P0326708	Mission Printing Co	OCC	4312	1,382.43
P0326529	Dell Higher Education	CCC	6412	1,375.69
P0326555	Ward's Natural Science	GWC	4312	1,350.00
P0326604	Allsteel Inc	DIS	6411	1,323.44
P0326760	JW Pepper & Son Inc	GWC	4312	1,300.00
P0326696	Odyssey Power Corp	OCC	5657	1,293.53
P0326533	Harland Technology Services	CCC	5638	1,287.00
P0326575	Dell Higher Education	OCC	4312	1,283.19
P0326726	CDWG	OCC	4312	1,261.76
P0326629	Dell Higher Education	OCC	4312	1,258.37
P0326728	Amer Bar Assn	CCC	5320	1,250.00
P0326651	Sigma-Aldrich Inc	GWC	4312	1,233.22
P0326739	Cal-Olympic Safety	GWC	4312	1,232.65
P0326526	Pacific Blue Micro	OCC	6412	1,224.26
P0326551	Shamrock Scientific Specialty Systems Inc	GWC	4312	1,200.00
P0326619	Home Depot	OCC	4312	1,200.00

P0326537	ACT Inc	OCC	4312	626.03
P0326561	Int'l Business Machines Corp	CCC	5699	624.95
P0326488	Computerland of Silicon Valley	CCC	7605	616.34
P0326594	Universal Medical Inc	OCC	4312	607.17
P0326627	Office Depot	OCC	4312	600.00
P0326717	Dell Higher Education	OCC	4312	597.96
P0326761	Spicers Paper Inc	OCC	4312	587.24
P0326516	Office Depot	CCC	4312	566.07
P0326701	Johnstone Supply	OCC	4312	562.00
P0326518	Office Depot	CCC	4312	558.45
P0326665	Cadwell Laboratories Inc	OCC	4312	552.21
P0326618	Home Depot	OCC	4312	550.00
P0326569	Par West Turf Services	GWC	4312	543.00
P0326661	Graybar Electric	DIS	4315	532.07
P0326709	Amazon.com	OCC	4312	526.65
P0326556	Dudek Design	GWC	5850	512.89
P0326716	Baker Party Rentals	OCC	4312	507.00
P0326578	Office Depot	OCC	4312	506.36
P0326638	Office Depot	OCC	4312	504.25
P0326517	Office Depot	CCC	4312	500.00
P0326539	Art Supply Warehouse	OCC	4312	500.00
P0326544	OCC Food Services	OCC	4312	500.00
P0326690	OCC Food Services	OCC	4312	500.00
P0326735	Konica Minolta Business Solutions	GWC	5657	500.00
P0326640	Barnes & Noble Inc	OCC	4285	492.00
P0326762	Crestline Co Inc	GWC	4312	490.40
P0326658	E & K Scientific Products Inc	OCC	4312	476.06
P0326603	Doug's Downtown Grill	CCC	5899	474.10
P0326720	B & P Services Inc	DIS	4312	474.10
P0326757	SPRI Products	CCC	4312	465.06
P0326664	Monoprice Inc	OCC	4312	464.49
P0326754	FitStix LLC	CCC	4312	456.00
P0326706	Pasco Scientific	OCC	4312	452.55
P0326749	Fisher Scientific	OCC	4312	450.24
P0326512	AAWCC	DIS	5320	450.00
P0326562	Barnes & Noble Inc	DIS	4312	428.85
P0326671	Dell Higher Education	CCC	4315	402.44
P0326626	Office Depot	GWC	4312	400.00
P0326747	Fisher Scientific	OCC	4312	389.52
P0326707	Wilson Language Training Corp	OCC	4312	388.63
P0326531	Xerox Corp	CCC	4312	385.89
P0326713	OCLC Inc	OCC	5110	382.08
P0326670	Xerox Corp	OCC	5638	378.00
P0326595	Pasco Scientific	OCC	4312	375.58
P0326574	Embee Technologies	OCC-GB	6250	368.68
P0326732	White Cap Construction Supply	OCC	4312	361.78
P0326524	Division of State Architect	GWC-GB	6250	359.20

P0326621	Pivot Interiors Inc	OCC	4312	166.41
P0326656	Int'l Crystal Labs	GWC	4312	164.23
P0326543	Jim Davidson Sewing Machine Service	OCC	4312	161.63
P0326730	Amazon.com	DIS	4312	160.96
P0326592	Henry Schein Inc	OCC	4312	150.83
P0326703	Onset Computer Corp	OCC	4312	138.92
P0326657	New England Biolabs	OCC	4312	133.61
P0326738	LAMA Books	GWC	4312	128.14
P0326625	Xerox Corp	CCC	4315	122.84
P0326577	Office Depot	OCC	4312	118.31
P0326737	James Publishing Inc	GWC	4312	115.60
P0326612	Aircraft Spruce & Specialty Co	OCC	4312	110.99
P0326692	Office Depot	OCC	4312	101.15
P0326719	Office Depot	GWC	4312	100.00
P0326485	Office Depot	GWC	4312	97.35
P0326505	LabelCity Inc	GWC	4312	94.94
P0326641	RadioShack Corp	OCC	4312	94.60
P0326752	Calif Stage & Lighting	GWC	4312	90.00
P0326620	Office Depot	GWC	4315	78.68
P0326659	A Daigger & Co	OCC	4312	70.04
P0326552	Nasco Modesto	GWC	4312	55.49
P0326646	Amazon.com	DIS	4312	53.81
P0326727	Sehi Computer Products Inc	OCC	4312	51.26
P0326597	VWR Int'l Inc	OCC	4312	48.48
P0326637	Office Depot	GWC	4315	48.48
P0326624	Sehi Computer Products Inc	OCC	4312	45.10
P0326753	Follett Higher Education Group Inc #1181	GWC	4312	43.00
P0326482	Apple Computer Inc	OCC	5699	42.02
P0326511	Chronicle of Higher Education	CCC	5306	40.00
	Total			<u>\$1,227,190.18</u>

Object Code Legend

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

21. Ratification / Approval of Checks

Subject **21.01 District**
Meeting Apr 4, 2012 - Regular Meeting
Category 21. Ratification / Approval of Checks
Access Public
Type Consent

File Attachments

[Acrobat.exe \(329 KB\)](#)

[CheckApproval040412.pdf \(131 KB\)](#)

NUMBER	NAME OF VENDOR	AMOUNT
166031	Medco Health Solutions Inc Medical Prescription Claims	419,900.00
166581	Kaiser Foundation Health Plan Inc Medical Premiums	290,279.95
166115	ACSIG Dental / Edge Dental Claims	227,326.57
165928	Coast Community College Dist Medical Claims	182,075.75
166584	Medco Health Solutions Inc Medical Prescription Claims	171,481.90
165924	West-Tech Mechanical Inc Bid 1992 Newport Learning Center	162,641.00
165969	Keenan & Associates Protected Insurance Program	155,597.91
166324	Coast Community College Dist Medical Claims	153,552.06
166116	Coast Community College Dist Medical Claims	151,091.21
165757	Coast Community College Dist Medical Claims	144,032.00
166472	PK Mechanical Systems Inc Bid 1994 Newport Learning Center	115,692.00
166469	Dennison Electric Inc Bid 1992 Newport Learning Center	107,714.00
166056	Constellation NewEnergy Inc Electrical Districtwide	105,518.91
166560	Triton Technology Solutions Inc Bid 1998 OCC	86,024.33
165968	Coast Community College Dist Medical Claims	75,241.92
166471	Link-Nilsen Corp Bid 1992 Newport Learning Center	72,090.00
165730	Southern Calif Edison Co Districtwide Electricity	66,114.28
166446	Triton Technology Solutions Inc Bid 1998 OCC	65,439.81
166503	Dell Higher Education Hardware and software for District	61,034.86
166055	Commvault Systems Inc Annual software maintenance agreement	56,066.38
166473	Superior Wall Systems Inc Bid 1992 Newport Learning Center	51,750.00
165975	Burke Williams & Sorensen LLP District general council legal service	49,513.94
165792	Reliastar Life Insurance Co Reinsurance premiums	49,392.19
166156	Follett Higher Education Group Inc #1094 Books for OCC EOPS Students	48,473.43

166043	Avalon Center at Garden Grove	47,137.50
	Lease payment for one stop Westminster	
165780	Southern Calif Edison Co	44,801.25
	Districtwide Electricity	
165791	Reliastar Life Insurance Co	43,092.54
	Reinsurance premiums	
165785	The Irvine Co LLC	37,105.12
	Lease payment for one stop Irvine	
166347	CCCD Student Refunds	34,442.29
	Student refunds	
165709	Making Connections	33,800.00
	Newsletters for Work-Based Collaborative	
166498	CompuCom Systems Inc	31,555.10
	OCC Academic Basic Support/Subscription	
166325	Delta Health Systems	27,902.00
	Medical Administrative fees	
166157	Follett Higher Education Group Inc #1181	25,698.40
	Books for GWC EOPS Students	
165667	CCCD Student Refunds	25,640.78
	Student refunds	
165892	SMS Systems Maintenance Services Inc	22,452.48
166051	Coast CCA Chapter 1152	22,071.37
166121	Vision Service Plan	22,025.02
165790	Reliastar Life Insurance Co	21,848.47
166292	SunGard Higher Education Inc	21,690.00
165845	Graphic Edge	21,550.00
166364	Follett Higher Education Group Inc #1180	21,079.25
165948	Making Connections	20,000.00
166270	OCE'	19,965.00
166354	Computerland of Silicon Valley	19,664.00
166202	Triton Technology Solutions Inc	19,152.56
165818	CCCD Student Refunds	19,089.00
166142	CCCD Student Refunds	18,961.67
165983	Dell Higher Education	18,811.18
165925	West-Tech Mechanical Inc	18,071.20
165907	Triton Technology Solutions Inc	17,126.86
166322	Anthem Blue Cross	16,938.49
165684	En Pointe Technologies Inc	15,926.16
166554	The Gas Co	15,442.78
166353	Collegenet Inc	14,802.47
166580	Alliant Insurance Services Inc	13,750.00
166007	OCC Associated Students	13,539.50
165944	Hoover Printing & Lithography Inc	13,307.13
166193	Southern Calif Edison Co	13,162.11
165702	Jobelephant.com Inc	12,772.00
166151	College Board	12,320.00
166470	Dennison Electric Inc	11,969.00
166196	Study in the USA Inc	11,800.00
166329	Accuvant	11,556.11
166519	ii Fuels, Inc	11,347.63

166286	Runner Technologies Inc	10,900.00
165958	SharePoint Pros Inc	10,650.00
165713	OC Treasurer-Tax Collector	10,468.50
165900	SunGard Higher Education Inc	10,179.61
166561	Triton Technology Solutions Inc	9,800.00
165736	Systems Technology Associates Inc	9,676.03
165895	Southern Calif Edison Co	9,573.95
166572	Xerox Corp	9,559.68
165732	SSD Technology Partners	8,561.00
166261	Jobelephant.com Inc	8,536.00
166556	The Gas Co	8,525.71
166060	Follett Higher Education Group Inc #1180	8,376.49
166249	Data Fusion Technologies Inc	8,295.00
165979	Coast Community College Dist	8,289.00
165710	Mesa Consolidated Water Dist	8,208.90
166135	Atkinson Andelson Loya Ruud & Romo	8,154.43
166000	Lew Edwards Group	7,916.66
166244	City of Huntington Beach	7,588.98
166460	OCC Food Services	6,970.97
166338	Barboza & Associates	6,818.50
166018	Townsend Public Affairs Inc	6,550.00
166200	Townsend Public Affairs Inc	6,550.00
166433	SharePoint Pros Inc	6,150.00
165962	Union Bank	6,062.29
165754	Southland Industries	6,026.00
166321	Southland Industries	6,026.00
165952	Postmaster	6,000.00
166352	Coast Community College Dist	5,980.00
166456	Xerox Corp	5,954.32
166447	Trustwave Holdings Inc	5,901.00
165858	Lytle Screen Printing Inc	5,818.50
166389	LRH Consulting	5,750.00
166453	Western Graphics Plus	5,600.00
165943	Dell Higher Education	5,566.80
165664	Business Properties Partnership No 15	5,559.77
166492	Business Properties Partnership No 15	5,533.51
166356	CR & R Inc	5,275.90
166496	CCCD-Cash Clearing	5,273.75
166095	Tequipment.Net	5,250.00
166029	Apple Computer Inc	5,219.10
165819	Certified Transportation Services Inc	5,213.13
165770	Lynberg & Watkins	5,166.81
165651	Amico Scientific Corp	5,149.31
166189	Schmidt Associates LLC	4,980.00
165980	Coast Community College Dist	4,897.00
165740	Unisource Worldwide Inc	4,841.47
165856	Knorr Systems Inc	4,833.28
166059	Digital Networks Group Inc	4,689.09
166256	FOPCO Inc	4,620.00
166267	Michael Cooperman	4,550.00

165739	Union Bank	4,411.93
165828	Dell Higher Education	4,323.95
166066	Great Gazebo Inc	4,272.00
166552	Terremark North America Inc	4,235.00
166075	Mesa Consolidated Water Dist	4,204.87
166533	Office Depot	4,174.49
165927	Care Resources Inc	4,070.00
166392	Main Electric Supply Co	4,063.54
166375	HRMS Inc	4,000.00
165731	Southland Industries	3,998.00
165896	Southland Industries	3,998.00
166230	Andtech Corporation	3,873.00
166023	Xerox Corp	3,829.09
165996	Independent Electric Supply Inc	3,809.52
166213	Xerox Corp	3,807.14
165666	CAPP:Computerized Assess & Placement Program	3,800.00
165683	El Camino Asphalt Paving Corp	3,800.00
166567	VIASINC	3,800.00
165923	Automated Power Technologies	3,604.50
165655	AT & T	3,602.48
165659	ATI/Assessment Technologies Institute, LLC	3,500.00
166082	PGINET Consulting	3,400.00
166431	Sea Clear Pools Inc	3,400.00
166118	Keenan & Associates	3,375.00
165841	Fuel Cell Store	3,370.52
165931	Vision Service Plan	3,313.35
166222	3M Co	3,284.00
165796	Isaiah Aguirre	3,250.00
165852	Daniel Johnson	3,250.00
165866	Rebecca Ogaz	3,250.00
165881	Nancy Ramirez	3,250.00
166181	Joseph Perret	3,200.00
166513	Tina Gill	3,191.62
166402	Mr Copy Inc	3,152.82
166149	Coast Community College Dist	3,101.00
165781	St Joseph Hospital	3,000.00
165822	Clarks Auto	3,000.00
166107	Irina Weisblat	3,000.00
166574	Lale Yurtseven	3,000.00
166542	Rhino Electric Supply	2,981.57
166057	Creative Career Management	2,925.00
165905	Training ABC LLC	2,732.40
166062	Foundation for Calif Community Colleges	2,715.30
166377	Int'l Security Products	2,665.71
165901	SVM LP	2,606.45
166186	Rancho Santiago Comm College Dist	2,594.22
166351	Coast Community College Dist	2,565.00
166273	Office Depot	2,523.05
165902	SVM LP	2,522.95
165747	Western Graphics Plus	2,512.43

166425	Quality Fence Co Inc	2,424.00
165807	B & P Services Inc	2,320.00
166129	Apple Computer Inc	2,304.16
166401	Conrad Moreno	2,304.06
166263	Keywest Technology Inc	2,251.62
165789	Xerox Corp	2,240.58
166334	Ascent Elevator Services	2,145.00
166174	OC Wholesale Flowers	2,124.83
165765	Daniel Exley	2,100.00
166161	Home Depot	2,065.29
166582	Kaiser Foundation Health Plan Inc	2,054.44
166570	Waxie Sanitary Supply	2,049.38
166385	Andrew Jones	2,017.45
166047	Craig Caughlin	2,000.00
166166	Darla Jones	2,000.00
166530	Steve Linthicum	2,000.00
166543	Amelia Schulz	2,000.00
166044	Benner Metals Corp	1,993.48
166143	Certified Transportation Services Inc	1,965.88
166096	The Gas Co	1,960.76
165934	Apple Computer Inc	1,936.07
166254	Eureka Calif Career Info Sys	1,934.12
166411	Martha Parham	1,915.29
166063	Fuller Engineering Inc	1,914.86
165862	Anna Nibeel	1,894.65
166565	Verizon Wireless	1,847.45
166480	Amico Scientific Corp	1,846.83
165809	Battery Systems Inc	1,816.02
166349	City of Garden Grove	1,813.30
165815	CAPP:Computerized Assess & Placement Program	1,800.00
166342	Besam Entrance Solutions	1,778.72
166010	Performance Envelope Inc	1,755.79
165744	Verizon Wireless	1,705.05
166296	Triton Technology Solutions Inc	1,702.45
165888	Shinoda Design Center Inc	1,685.81
166005	Nextel Communications	1,679.16
165689	Gale Group Inc	1,675.71
166036	Amer Culinary Federation Inc	1,650.00
165800	AT & T	1,646.33
166438	So Cal Commercial Printing	1,640.94
166164	Irvine Pipe & Supply	1,632.58
166415	Daniel Pittaway	1,623.38
165806	Automotive Electronics Services Inc	1,592.97
165981	CPP Inc	1,582.73
166407	OC Wholesale Flowers	1,575.84
166206	VWR Int'l Inc	1,551.21
166259	Home Depot	1,548.48
166006	OCC Ancillary #1000-24750-5120	1,521.00
166145	Chem Pro Laboratory Inc	1,512.00
166094	TechRoom Inc	1,500.00

166566	Verizon Wireless	1,486.60
165933	Amico Scientific Corp	1,479.57
165696	Industrial Metal Supply	1,476.46
166221	Computer Deductions Inc	1,473.63
165937	Larry Baird	1,430.07
166418	ProEducation Solutions LLC	1,425.00
166212	Xerox Corp	1,423.44
166546	Southern Calif Edison Co	1,416.70
166417	Lorraine Prinsky	1,410.75
166021	tw telecom holdings Inc	1,409.03
166168	Mandego Apparel	1,407.82
166500	Barbara Cooper	1,400.00
165840	Freestyle Photographic Supplies	1,388.49
166484	Karen Baker	1,386.93
166252	Driver's Alert Inc	1,380.00
166053	Coastal Press Inc	1,379.20
166304	Waxie Sanitary Supply	1,375.85
166444	The Gas Co	1,375.74
166195	State Board of Equalization	1,367.00
166070	Int'l Security Products	1,348.06
165679	Dell Higher Education	1,347.95
165929	Unum Ltc	1,347.90
166171	NAB	1,325.00
166158	Harland Technology Services	1,287.00
166137	B & P Services Inc	1,256.94
165660	Austin Hardwoods	1,255.81
166199	Theodore Robins Ford	1,254.62
165865	Office Depot	1,222.70
165707	L & T Print Corp	1,212.19
166020	Triton Technology Solutions Inc	1,212.19
166148	City of Westminster	1,200.00
166501	Douglas Cress	1,187.08
166427	Richard's Paint and Body Shop	1,184.72
166154	Declues Burkett & Thompson LLP	1,176.00
166523	James Stanfield Publishing Co	1,175.14
166098	Triton Technology Solutions Inc	1,168.31
166265	Merck Vaccines	1,150.49
166391	MailFinance Inc	1,148.06
166474	Don Beckley	1,143.55
166155	Delta Biologicals	1,141.00
166348	Chem Pro Laboratory Inc	1,140.00
165966	CCCD Workers Comp Trust Fund	1,139.75
165844	Grainger	1,108.96
166054	Community College Facility Coalition	1,100.00
165801	AT & T	1,087.25
166476	ACS Education Services Inc	1,084.57
165794	ACS Education Services Inc	1,074.70
166383	Johnstone Supply	1,072.76
165849	HSBC Business Solutions	1,060.82
165658	AT & T	1,059.78

166160	Henry Schein Inc	1,058.53
165832	Eberhard Equipment Inc	1,039.73
165853	Johnstone Supply	1,031.72
166032	John Wichert	1,030.54
165734	SunGard Higher Education Inc	1,025.00
166434	Shiffler Equipment Sales Inc	1,008.38
166451	Ward's Natural Science	1,004.09
165672	Cerritos Franchise Inc	1,000.00
166459	Yellow Sequoia LLC	1,000.00
165811	Beeson, Tayer & Bodine	998.94
166365	Fry's Electronics	988.37
165719	Pacific Parking Systems Inc	986.88
166016	Time Warner Cable	978.60
165662	BSN/Sport Supply Group Inc	977.44
166374	Home Depot	977.34
165687	Fisher Scientific	966.36
166245	College Board	954.80
165776	ProForce Law Enforcement	951.65
166486	Jaima Bennett	950.79
166442	Sandra Sudweeks	948.23
166017	Time Warner Cable	940.00
166097	Time Warner Cable	940.00
166412	Jerry Patterson	935.13
165798	Cristina Arellano	933.69
165994	Henry Schein Inc	933.07
166302	Verizon Wireless	926.41
166345	Calif Tool Welding Supply	925.73
165676	CMC Rescue Inc	916.24
166297	Univ & College Designers Assn	895.00
166395	Marina Landscape Inc	895.00
165768	Industrial Metal Supply	893.94
165774	Office Depot	891.58
165904	Tom's Truck Center Inc	872.20
166275	PGINET Consulting	870.00
166437	Smith Pipe & Supply Inc	864.18
165963	World-Wide Fire Inc	842.25
166409	Office Depot	842.16
166224	AACC	835.00
165939	Bio-Rad Laboratories Inc	830.23
166079	Office Depot	823.66
166109	Smart & Final Stores LLC	821.91
165967	CCCD Workers Comp Trust Fund	819.86
165918	World-Wide Fire Inc	816.70
166099	US Bank	812.00
166136	Auto Collision Solutions	806.48
165965	Apple Computer Inc	804.37
166071	JIST Publishing	803.64
165758	GWC Associated Students	800.00
166103	Verizon Wireless	791.12
166378	Iron Mountain	785.66

165773	OCE'	781.24
166190	Shamrock Scientific Specialty Systems Inc	774.82
165860	Municipal Maintenance Equipment	757.15
166400	Montgomery Hardware Co	756.48
165698	Intermar Productions US Inc	750.00
165859	Medical Billing Technologies Inc	750.00
166074	Medical Billing Technologies Inc	750.00
166104	VolleyballMarket.com	748.07
165680	Dove Professional Apparel Inc	741.29
166127	Amer College Health Assn	740.00
166355	Consolidated Electrical Distributors	736.14
165995	Sheila Hostetler	728.00
165695	Home Depot	714.33
165964	Xerox Corp	711.71
166146	Chevron	711.08
166205	Verizon Wireless	710.46
166187	Rhino Electric Supply	710.16
165733	Stater Bros Markets	701.86
166266	Mesa Consolidated Water Dist	701.80
165956	Lugene Rosen	700.00
165826	CR & R Inc	698.94
165846	GWC Food Services	693.64
165700	Jim's Music Center Inc	693.44
165861	Mustang Mechanical Contracting	685.00
166532	Mustang Mechanical Contracting	685.00
166293	The Gas Co	683.64
166236	Calif Tool Welding Supply	680.62
166372	Hahn & Bowersock Inc	678.00
165755	Amer Fidelity Assurance	675.50
166250	Dept of Justice	672.00
166583	Medco Health Solutions Inc	670.47
166001	Edward Lui	670.20
166440	Star Microwave Service Corp	663.75
166083	Phoenix Group Info Systems	660.58
166462	USI Education & Government Sales	655.59
165812	Jill Bosich	652.59
166100	Verizon California	651.92
166237	Calif Workforce Assn	650.00
166257	GlaxoSmithKline	646.00
165764	EBSCO Subscription Services	640.76
166426	Quinn Power Systems	635.85
166339	Battery Systems Inc	633.10
166428	Russell Sigler Inc	631.91
165748	Xerox Corp	630.41
166335	Austin Hardwoods	629.62
165761	City of Costa Mesa	605.00
166452	Ward's Natural Science	597.34
166531	Hillary Mushkin	583.49
165720	Pep Boys	583.42
165868	Orange Coast Auto Repair	583.41

166015	The Gas Co	582.42
166414	Photography by Tony Kawashima Inc	576.46
166366	Fuller Engineering Inc	565.29
166126	Agfa Corporation	564.56
166328	Accurate Termite & Pest Control	562.00
166326	First Health	559.30
166052	Coast CCA Chapter 1152	558.54
166080	On-Site LaserMedic Corp	557.49
165999	Lisa Lee	556.51
166128	Anderson Stationers	553.68
165851	Irvine Pipe & Supply	552.69
165671	CDWG	542.53
166361	Ewing Irrigation Products Inc	530.79
165726	R & L Medical Co	528.96
165745	Water Tech	528.57
165885	Loren Sachs	525.55
165727	Rhino Electric Supply	523.73
165936	David Baird	521.69
166518	Home Depot	517.81
166067	Home Depot	517.24
165913	Tam Vo	510.27
166288	Shinoda Design Center Inc	510.15
165686	Extensis	510.00
165716	Office Depot	509.21
165950	Office Depot	509.19
166069	Independent Electric Supply Inc	505.35
166223	A-Z Wholesale Floral Supply Inc	496.73
166180	Panera Bread	488.71
166454	Michelle Wild	486.12
166397	McLogan's Supply Co Inc	480.48
165817	Carter Brothers Fire & Life Safety	480.00
166331	Aircraft Spruce & Specialty Co	479.62
165678	CTI-Valueline	475.21
165972	Amtech Elevator Services	474.97
166358	Doug's Downtown Grill	474.10
166373	Hajoch Plumbing Supply	472.38
166178	Office Depot	467.06
165708	Main Electric Supply Co	459.68
166371	Graybar Electric	451.86
166033	AAWCC	450.00
165665	Calif Tool Welding Supply	445.65
165947	Kilgore Int'l	444.15
165890	Smardan Supply Co-Orange Coast	442.29
165746	Waxie Sanitary Supply	441.81
166487	BJ Bindery Inc	441.53
166429	Rutan & Tucker LLP	441.05
166093	T-Mobile USA	440.63
165886	Security Signal Devices	427.25
166485	Barnes & Noble Inc	422.16
166258	Goodwill of OC	420.00

165974	Johns Bryan	419.00
166327	AA Equipment	418.56
166284	Remedia Publications	414.90
166291	Stater Bros Markets	409.79
166108	Western Graphics Plus	406.74
165912	Verizon Wireless	406.60
166475	Delta Health Systems	406.25
165701	JIST Publishing	405.28
166416	Omid Pourzanjani	405.00
166078	OCC Petty Cash	401.88
165705	Ken's Locksmithery	400.00
165810	Bee Busters Inc	400.00
166449	United Parcel Service Inc	400.00
166525	Daniel Johnson	400.00
166240	CCCAOE	395.00
165675	City of Newport Beach	392.59
166477	ActiveCare Inc	392.00
165650	Airgas West Inc	390.38
166248	Robert Dalrymple	388.91
166526	Kelly Paper	385.75
165903	Tacos & Co	385.00
166489	Bob's Shade & Linoleum	385.00
165715	OCLC Inc	383.33
165949	Vesna Marcina	382.00
166509	Enterprise Fleet Mgmt	381.88
165942	Consolidated Electrical Distributors	377.69
166269	OC Wholesale Flowers	377.66
165882	Rhino Electric Supply	373.96
165775	Premier Office Services Co	373.53
166220	CDWG	368.00
165941	Treisa Cassens	367.74
166077	Mutual Liquid Gas & Equipment	367.38
165797	Amico Scientific Corp	366.78
166295	Tri-anim Health Services	365.59
165738	Thomson West	362.16
165872	Prince Enterprises Inc	362.10
166502	Daily Pilot	360.00
165769	Irvine Pipe & Supply.	359.82
165722	Pitney Bowes Inc	358.97
165661	Automotive Electronics Services Inc	355.41
166225	Academic Senate	355.00
166226	Academic Senate	355.00
166227	Academic Senate	355.00
166228	Academic Senate	355.00
166346	CCCCIO	355.00
166022	United Parcel Service Inc	350.00
166320	Construction Testing & Engineering Inc	350.00
166455	Renah Wolzinger	350.00
165961	Taubenpost Inc	345.56
166379	Iron Mountain Records Mgmt	345.05

166123	Aardvark Clay Supply	343.68
166330	ActiveCare Inc	343.00
166073	Lab Safety Supply	341.73
166272	Odyssey Power Corp	337.50
166152	Judy Cordiero	336.93
165920	Yale Chase Equipment & Services Inc	335.06
165825	Coolgas Inc	334.00
165910	Verizon California	327.27
165894	South Coast Supply	323.41
166125	ACTT: Assn of Classroom Teacher Testers	322.44
166089	Smart & Final Stores LLC	322.13
166441	Stater Bros Markets	320.22
166457	Xerox Corp	320.14
165880	Rain Bird Services Corp	315.00
165854	Kelly Paper	312.69
166490	Brink's Inc	311.76
166081	Pep Boys	311.04
165692	Great Western Sanitary Supply	309.78
166393	Vesna Marcina	306.00
166488	Jamie Blair	306.00
166306	Xerox Corp	302.98
166432	Debra Secord	302.75
166038	Apex Audio Inc	301.02
165847	Home Depot	300.68
165735	SurveyMonkey.com	300.00
166340	Bee Busters Inc	300.00
166343	Business Office Solutions	298.28
165783	TALX Corp	294.50
165793	A-Z Wholesale Floral Supply Inc	293.19
166419	Professional Indexes & Files	290.60
165795	Agfa Corporation	289.04
165842	Gale Group Inc	287.56
166283	Psychological Assessment Resources Inc	287.28
166336	Jennifer Bailly	283.98
165992	Raine Hambly	283.60
165777	Safety 1st Pest Control Inc	283.50
166013	Safety 1st Pest Control Inc	283.50
166359	Dunn-Edwards Corp	283.12
165808	Baker Rentals & Sales Inc	283.00
166559	Travel Store Inc	282.60
166309	Sehi Computer Products Inc	279.30
165945	Johnstone Supply	278.77
166298	Vacumetrics Inc	276.73
165891	Smith Pipe & Supply Inc	269.61
165821	Cintas First Aid & Safety	269.05
166408	OCC Cafeteria #200-5245-0000	268.42
166367	Ganahl Lumber Co	268.16
166494	CATESOL	265.00
166194	Springdale Ace Hardware	263.82
165831	Lorie Eber	261.40

166188	Sam Ash Music Corp	259.11
166239	CCC Petty Cash	258.57
166403	Mutual Liquid Gas & Equipment	257.83
165857	Jessica Kuang	253.60
166048	James Cline	253.25
165850	Hub Auto Supply	252.73
165714	Ocean In Motion	252.00
166150	Coastal Carbonic	251.01
166382	JK Electronics Distributors Inc	251.00
166241	CCPRO	250.00
166076	Mouser Electronics Inc	249.07
165767	Gale Group Inc	248.73
165883	Stephani Rogers	247.00
166571	WWD	246.00
166398	Mesa Golf Carts Inc	245.67
165982	CTI-Valueline	241.55
165909	Travis Turner	240.00
165788	World Point	238.07
165652	Animals Gone Wild Inc	237.00
165699	Iron Mountain	235.64
166310	Smart & Final Stores LLC	235.09
165762	James Cline	234.43
166141	Susana Castellanos-Gaona	233.27
165717	Wayne Olson	232.27
165673	Chronicle Guidance Publications Inc	231.00
165898	Staples Advantage	229.89
166387	LAMA Books	227.98
166132	Art Supply Warehouse	221.53
166030	Edward Decker	220.00
165691	GovConnection Inc	219.72
165760	Baker & Taylor	217.00
165977	Calif Tool Welding Supply	216.20
165663	Builders Security Locks & Services Inc	216.00
165688	FRS Environmental	214.50
166002	Minuteman Plumbing & Drains	213.50
165690	Golden State Signs & Banners	211.19
166009	Office Depot	210.73
166268	MVAP Medical Supplies Inc	210.47
166573	Yale Chase Equipment & Services Inc	209.04
165940	Carolina Biological Supply	207.66
165813	Builders Security Locks & Services Inc	205.80
166282	PSS World Medical Inc	205.75
165829	Duke Service Co	204.85
165697	Infinity Designs	204.73
166124	Ace Business Machines Inc	202.40
166362	Femco Inc	200.00
166458	YCCD	200.00
165674	City of Fountain Valley	199.66
166091	State Board of Equalization	199.00
166445	The Shredders	197.00

165884	S & S Worldwide Inc	196.39
165987	Foundation Center	195.00
166064	Goodwill of OC	195.00
166234	CACCRAO	195.00
166235	CACCRAO	195.00
166065	Grainger	194.22
166019	Martha Tran-Nguyen	193.37
165951	Postmaster	190.00
165889	Siemens Industry Inc	183.56
166307	Home Depot	179.87
166088	Smardan Supply Co-Orange Coast	179.66
166175	OCC Food Services	179.15
165766	Finney Co	176.04
166280	Prudential Overall Supply Co	175.19
166281	Prudential Overall Supply Co	175.19
166369	GovConnection Inc	175.16
165848	HSACCC	175.00
166061	Follett Higher Education Group Inc #1181	174.56
166404	Newport-Mesa Unified Sch Dist	168.92
166167	Kelly Paper	167.72
165685	Eureka Calif Career Info Sys	167.01
165820	Chef's Toys Advantage	166.69
166557	Thomson West	166.27
166357	Discount School Supply	162.35
166274	Orkin Commercial Services	162.00
166232	Bell's Industrial Service	160.81
166163	Independent Electric Supply Inc	158.23
165763	Computerland of Silicon Valley	156.00
165870	Clyde Phillips	155.50
166380	Jamie Jenson	154.64
166522	Iron Mountain Records Mgmt	153.92
165970	A Daigger & Co	150.03
165759	Alca Int'l Co Ltd	150.00
165782	Storage Place	150.00
166192	Smog & Gas of Costa Mesa	150.00
166105	Vortex Industries Inc	149.95
166087	Security Signal Devices	149.75
165960	Suburban Water Systems	149.02
166197	Suburban Water Systems	149.02
166370	Grainger	148.22
166086	Linda Rhines	147.05
165997	Int'l Crystal Labs	147.00
165703	Johnstone Supply	146.71
165976	Calif Chamber of Commerce	145.96
166549	Storefront Door Repair	145.00
166004	Newport Exterminating	142.00
166253	Emergency Medical Products Inc	141.38
165677	College & Career Press	140.00
165926	Amer Fidelity Assurance	139.80
166102	Verizon Wireless	139.78

166140	Capitol Enquiry	138.22
165932	Aardvark Clay Supply	137.49
165756	CCCD Workers Comp Trust Fund	136.07
165985	Federal Express Corp	135.99
166162	Hub Auto Supply	135.12
166424	Pyro-Comm Systems Inc	135.00
165712	OC Auditor-Controller	134.50
166039	AT & T	133.96
166251	Dish Network Chicago	133.04
166072	Kelly Paper	129.91
165971	Alco Target Co	126.81
165957	Sehi Computer Products Inc	126.14
165668	CCCEOPSA	125.00
165669	CCCEOPSA	125.00
165670	CCCEOPSA	125.00
165973	Laura Behr	125.00
166323	CCCD Workers Comp Trust Fund	124.96
165843	Ganahl Lumber Co	123.86
166101	Verizon Wireless	123.46
165778	Penny Schibsted	122.10
165742	Verizon California	119.28
166547	Staples Advantage	119.17
165908	Turf Tire Distributors	118.53
166090	South Coast Air Quality Mgmt District	116.27
166443	Christian Teeter	115.82
165721	Hai Pham	115.44
166405	Kim Thi Nguyen	115.44
165833	EBSCO Subscription Services	115.17
165728	Sims-Orange Welding Supply Inc	113.99
165917	Sylvia Worden	113.12
165681	Dunn-Edwards Corp	113.02
166534	Postmaster	112.87
165893	South Coast Air Quality Mgmt District	112.85
166159	Lorraine Henry	111.17
165693	Anna Greenwald	109.93
166564	Verizon California	109.06
165772	OCC Food Services	108.81
166376	Marie Hulett	108.00
166399	Micro Center	107.74
166388	Learning Forward	107.50
165824	CMC Rescue Inc	107.25
165834	Jeanette Ellis	106.30
165887	Sehi Computer Products Inc	106.18
166360	Eversoft	104.40
166165	Island Florals	103.44
165836	Ewing Irrigation Products Inc	102.47
165816	Carolina Biological Supply	102.15
166204	Verizon California	101.98
166435	Sims-Orange Welding Supply Inc	101.14
166198	Timothy Thaler	100.55

166169	Richard Mathias	100.32
166034	Accurate Termite & Pest Control	100.00
166122	Darlene Windisch	99.44
166511	FN Magazine	99.00
165786	Triarch Inc	98.87
165855	Kimball Midwest	98.40
166308	Orkin Commercial Services	98.00
166505	Duke Service Co	96.09
166243	Cintas First Aid & Safety	95.05
165906	Tuongvan Tran	95.00
165706	Knorr Systems Inc	94.82
166545	South Beach Media Inc	94.26
166529	LabelCity Inc	93.82
166233	Best Buy Stores LP	93.18
166528	LA Grinding Co	92.00
166176	OCE' Financial Services Inc	91.69
166276	Zenia Phomphakdy	91.52
165823	Carolyn Clausen	91.05
165771	OC Business Journal	89.00
165682	Eberhard Equipment Inc	88.98
166211	Eric Wilson	88.52
166541	Amy Rangel	88.25
166242	Maryann Chang	87.69
166497	Cintas First Aid & Safety	86.82
166153	Crown Ace Hardware	86.37
166170	Steven Mihatov	85.47
166246	Community College Internal Auditors	85.00
165869	Helen Perez	84.00
165838	Federal Express Corp	83.14
165694	Hitt Marking Devices Inc	82.57
166512	Judith Garvey	80.25
165988	Ashley Genrich	80.00
166003	Monica Morrill	80.00
166548	Stater Bros Markets	79.59
165814	Calif Tool Welding Supply	79.39
165911	Verizon California	78.48
166207	Ward's Natural Science	77.28
165871	Pocket Nurse	76.80
166439	Staples Advantage	76.17
165718	Mike Ottiger	76.00
165787	Frank Woodard	76.00
166138	Lisa Becker	76.00
166172	Martin Naftel	76.00
166305	Frank Woodard	76.00
165741	USA Mobility Inc	75.89
166450	USA Mobility Inc	75.89
165704	Kelly Paper	73.65
166042	AT & T	73.53
166024	Mary Gallois	73.45
166134	AT & T	72.96

166524	JIST Publishing	72.69
166303	Jocelyn Wang	71.15
166012	Regional Testing Center	70.00
166139	Elizabeth Caluag	69.93
166208	Ward's Natural Science	69.70
166183	Precision Dynamics Corp	69.63
166344	Buswest LLC	67.89
166413	Diep Pham	66.60
166264	Konica Minolta Business Solutions	66.13
165919	Xerox Corp	65.93
166238	Carolina Biological Supply	65.36
166179	Orkin Commercial Services	65.00
166493	Calif Apparel News	65.00
166510	FishMax.Com LLC	65.00
166499	Barbara Cooper	64.60
166011	Pitney Bowes Presort Services Inc	64.56
166285	Rhino Electric Supply	64.39
165998	Patrick Kelly	64.32
166527	Kelly Paper	63.79
165837	Fastenal Co	63.57
166311	Stater Bros Markets	62.86
166448	Unisource Worldwide Inc	62.65
166117	Shirley Gonzales	62.12
166182	Norma Pollaro	61.28
166491	Zhenghong Broyles	61.05
165653	Aramark Uniform Services	59.95
165935	Aramark Uniform Services	59.95
166130	Aramark Uniform Services	59.95
166333	Aramark Uniform Services	59.95
166046	Carolina Biological Supply	58.58
165990	Graybar Electric	58.01
165827	Crown Ace Hardware	57.55
166299	John Vasquez	57.00
165955	Rhino Electric Supply	56.57
166119	Robert Schneiderman	56.00
166120	Texas Life Insurance Co	56.00
165863	Nolo Press Occidental	54.28
165897	Sparkletts	54.27
166173	Nextel Communications	53.41
165899	Stater Bros Markets	52.35
166049	CMC Rescue Inc	51.54
165916	Ward's Natural Science	51.45
166368	Gaylord Bros Inc	51.40
166553	Amy Thach	51.06
166058	Crown Lift Trucks	50.00
166294	Toll Roads	50.00
166040	AT & T	49.85
166041	AT & T	49.85
165839	Fisher Scientific	48.64
166341	Bernan Associates	48.00

166350	CMC Rescue Inc	45.96
165922	Stater Bros Markets	45.45
166430	Loren Sachs	45.00
166215	Xerox Corp	43.83
166287	Andreea Serban	43.29
165978	Circuit Specialists Inc	42.40
166481	Apple Computer Inc	42.02
165921	Home Depot	42.01
166461	Stater Bros Markets	41.84
166516	Tran Doan Ha	41.78
166577	USI Education & Government Sales	41.43
165991	Kellyann Greene	40.58
165743	Verizon California	40.37
166147	Chronicle of Higher Education	40.00
166363	Follett Higher Education Group Inc #1094	39.64
165784	The Gas Co	39.15
166229	Alan's Lawnmower & Garden Ctr Inc	38.14
166495	CCC	38.00
165802	AT & T	37.67
165993	Dale Harguess	37.52
166300	Verizon California	35.04
166014	Smardan Supply Co-Orange Coast	34.72
166576	Stater Bros Markets	34.19
166579	Automated Power Technologies	33.71
166271	Oce' Imagistics Inc	33.18
165711	New York Times	33.06
166558	Threads	32.95
166191	Shinoda Design Center Inc	32.00
166209	Ward's Natural Science	31.51
166262	Kelly Paper	31.40
165835	John Eriksen	31.08
166386	Juxtapoz	29.99
166337	Baker & Taylor	29.80
166562	USA Mobility Inc	29.63
166381	JIST Publishing	29.34
165867	Wayne Olson	28.86
166332	Alan's Lawnmower & Garden Ctr Inc	27.90
165737	Daniela Thompson	27.87
166210	Ward's Natural Science	26.71
166050	Coast CCA Chapter 1152	26.20
166301	Verizon California	25.99
165938	Baker & Taylor	25.88
166085	Quartermaster OC	25.84
166436	Sims-Orange Welding Supply Inc	24.61
165984	Demco Inc	24.52
165959	SoCal Office Technologies Inc	24.31
166290	SoCal Office Technologies Inc	24.31
166544	Sew News	23.98
166045	Business Properties Partnership No 15	23.88
165914	Ward's Natural Science	23.44

166247	Crown Ace Hardware	23.28
165830	Dunn-Edwards Corp	23.14
166214	Follett Higher Education Group Inc #1094	23.00
166396	Martha Stewart Living	23.00
166255	Ewing Irrigation Products Inc	22.60
166203	USA Mobility Inc	22.45
165878	Prudential Overall Supply Co	22.21
165879	Prudential Overall Supply Co	22.21
166423	Prudential Overall Supply Co	22.21
165724	Prudential Overall Supply Co	21.96
165874	Prudential Overall Supply Co	21.96
165875	Prudential Overall Supply Co	21.96
166184	Prudential Overall Supply Co	21.96
166279	Prudential Overall Supply Co	21.96
166421	Prudential Overall Supply Co	21.96
166535	Prudential Overall Supply Co	21.96
166538	Prudential Overall Supply Co	21.96
166539	Prudential Overall Supply Co	21.96
166037	Anderson Stationers	21.79
166068	Hub Auto Supply	21.74
166008	Oce' Imagistics Inc	21.62
166575	Home Depot	21.53
166568	Vogue	21.00
165723	Prudential Overall Supply Co	20.93
165876	Prudential Overall Supply Co	20.93
165877	Prudential Overall Supply Co	20.93
166185	Prudential Overall Supply Co	20.93
166278	Prudential Overall Supply Co	20.93
166422	Prudential Overall Supply Co	20.93
166536	Prudential Overall Supply Co	20.93
166537	Prudential Overall Supply Co	20.93
166540	Prudential Overall Supply Co	20.93
165729	Sims-Orange Welding Supply Inc	20.71
166277	Pitney Bowes Presort Services Inc	20.47
166479	Amer Craft Council	20.00
166406	Nylon	19.97
166506	Dwell	19.95
165930	Vision Service Plan	18.50
166106	Ward's Natural Science	18.09
166131	Arrowhead Mountain Spring Water	18.00
165725	Prudential Overall Supply Co	17.73
165873	Prudential Overall Supply Co	17.73
165953	Prudential Overall Supply Co	17.73
165954	Prudential Overall Supply Co	17.73
166084	Prudential Overall Supply Co	17.73
166420	Prudential Overall Supply Co	17.73
165779	Smardan Supply Co-Orange Coast	17.36
166384	Andrew Jones	17.00
166569	W Magazine	16.95
166555	The Gas Co	16.92

166520	InStyle	16.25
166231	AT & T	15.96
165986	Fisher Scientific	15.90
165989	Grainger	15.88
166504	Details	15.00
166515	GQ	15.00
166563	Vanity Fair	15.00
166550	Surfer Magazine	14.97
166551	Surfing Magazine	14.97
166092	Stater Bros Markets	14.89
165803	AT & T	14.07
166410	Paper Magazine	12.97
166035	Allied Refrigeration Inc	12.89
166390	Lucky Magazine	12.00
166514	Glamour	12.00
166521	Interview	11.97
165805	AT & T	11.19
166133	AT & T	11.19
165915	Ward's Natural Science	10.81
165799	AT & T	10.65
166483	AT & T	10.64
166508	Elle Decor	10.00
166478	Allure	9.97
166517	Harper's Bazaar	9.00
166201	Tri-anim Health Services	8.41
166260	Hub Auto Supply	7.08
166394	marie claire	5.99
166507	Elle	5.99
165946	Kelly Paper	5.20
166289	Smardan Supply Co-Orange Coast	3.87
165656	AT & T	3.53
165864	Oce' Imagistics Inc	3.40
165749	Stater Bros Markets	2.49
165654	AT & T	1.96
166482	AT & T	1.31
165804	AT & T	0.96
165657	AT & T	0.51

Total

\$ 4,775,704.32

22. Check List for General Obligation Bond Fund

Subject **22.01 District**

Meeting Apr 4, 2012 - Regular Meeting

Category 22. Check List for General Obligation Bond Fund

Access Public

Type Consent

File Attachments

[checkapprovalbond040412.pdf \(15 KB\)](#)

NUMBER	NAME OF VENDOR	AMOUNT	PROJECT
166466	TB Penick & Sons Inc CCC Newport Beach Lrg Ctr	1,237,856.00	420894
166465	TB Penick & Sons Inc CCC Newport Beach Lrg Ctr	827,075.00	420894
166463	Alpha Mechanical Heating & Air Conditioning OCC Bldg CHS and Lab Sciences	380,000.00	420207
166467	TB Penick & Sons Inc CCC Newport Beach Lrg Ctr	139,871.00	420894
166114	Steinberg Architects GWC Learning Resource Ctr Ph1	115,148.26	420356
166468	TB Penick & Sons Inc CCC Newport Beach Lrg Ctr	91,897.00	420894
166025	CW Driver CCC Newport Beach Lrg Ctr	74,036.00	420894
166110	Associates Purchasing GWC Learning Resource Ctr Ph1	38,761.10	420356
166313	Honeywell Int'l Inc OCC Fire and Safety	38,708.00	420294
166314	LPA Inc CCC Newport Beach Lrg Ctr	31,278.31	420894
165753	Willdan Geotechnical CCC Newport Beach Lrg Ctr	29,146.00	420894
166112	Keystone Engineering Solutions Inc	21,246.20	420207
166318	UCMI Inc	19,440.00	420894
166028	UCMI Inc	19,080.00	420894
166317	Quality Fence Co Inc	14,638.00	420283
165752	TYR Inc	9,112.00	420356
166319	Willdan Geotechnical	8,648.00	420894
166464	Doja Inc	7,374.00	420894
166027	Hill Partnership Inc	3,328.00	420208
166316	MVE Institutional Inc	3,298.35	420202
165751	Therapy Physics Inc	1,000.00	420207
166026	Glumac	856.50	420894
165750	ModSpace	754.26	420399
166113	ModSpace	754.26	420399
166315	MTGL Inc	750.00	420249
166219	Fisher Scientific	580.99	420207
166111	Division of State Architect	359.20	420316
166312	Glumac	342.60	420894
166216	C2 Reprographics	72.77	420894
166578	C2 Reprographics	57.38	420894
166217	C2 Reprographics	53.77	420894
166218	C2 Reprographics	40.84	420894

Total

\$ 3,115,563.79

23. Authorization for Special Payments

Subject	23.01 OCC - Special Payments
Meeting	Apr 4, 2012 - Regular Meeting
Category	23. Authorization for Special Payments
Access	Public
Type	Consent

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

Payment of \$145 to the American Dietetic Association, Chicago, IL for the Nutrition Care/Dietetic Technician Program at Orange Coast College for the fiscal year 2012-2013. This is required for accreditation. This is a late fee for a previous payment.

Payment of \$3,800 payable to VIASINC, Walnut Creek, CA for Licensed Computer Software for the Airline and Travel Careers Program.

Subject **23.02 DIS - Special Payments**
Meeting Apr 4, 2012 - Regular Meeting
Category 23. Authorization for Special Payments
Access Public
Type

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

Special Payment for Trustees and staff that attended the California Delegations' breakfast that was held during the Association of Community College Trustees' 2012 National Legislative Summit from 7:00 a.m. to 8:15 a.m. on Wednesday, February 15, 2012 in Washington D.C. The total amount that needs to be authorized is \$90.00 from account number 110001-160000-5208-662000, payment to Community College League of California.



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.

24. Approval of Agreements

Subject	24.01 CCC - Approve Memorandum of Understanding between Commanding Officer, Naval Air Station Corpus Christi, and the Coast Community College District to Provide Educational Support Services to Personnel of the United States Navy
Meeting	Apr 4, 2012 - Regular Meeting
Category	24. Approval of Agreements
Access	Public
Type	Discussion

Approve Memorandum of Understanding between Commanding Officer, Naval Air Station Corpus Christi, and the Coast Community College District to Provide Educational Support Services to Personnel of the United States Navy

1. Background: To better serve its military population, Coastline provides on-site outreach and educational support services to active duty personnel, reservists, eligible retired military personnel, the Department of Defense employees, and civilians at several military bases throughout the United States and overseas. Site Representatives participate in outreach activities on base and assist students with the admissions, registration, and informal evaluations processes. These site representatives are sensitive to the unique challenges facing active-duty service members and are an integral part of the support network of staff that assists our military community. The MOU to provide academic assistance at Naval Air Station Corpus Christi is an opportunity for Coastline to continue its military services to base personnel. The MOU outlines the responsibilities of Coastline in providing these services.

2. Goal/Purpose: Provide a service to the military community at Naval Air Station Corpus Christi; generate revenue for the College; continue our physical presence on base; increase enrollment in Coastline's military programs.

3. Comments (if any): The Memorandum of Understanding has been reviewed by the College President and District General Counsel. General Counsel has expressed a concern with Section 8, Disputes, which states that the method of dispute resolution will be through the Navy instead of a standard arbitration process. This language is standard in Navy contracts and previous attempts to secure changes to this language have been unsuccessful. The campus would like to proceed with this MOU.

4. Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Chancellor that the Board approve the Agreement between the Commanding Officer, Naval Air Station Corpus Christi and the Coast Community College District to provide on-site educational support services to eligible personnel at Naval Air Station Corpus Christi. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees (See NAS Corpus Christi Attachment #5)

5. Fiscal Review and Impact: No cost to District.

File Attachments

[MOU_NAS Corpus Christi 2012.pdf \(468 KB\)](#)

Subject	24.02 CCC - Approve Permission Agreement for the Non-Exclusive License Granted to Coast Community College District (Author) and Kendall Hunt Publishing Company (Kendall Hunt) by Sick Cow, Inc. (Lender) for Use of the Text Copy of a Speech Given by Will Ferrell in Author's Work, Tentatively Entitled Public Speaking: Preparation & Presentation in a Digital World (Textbook) to be Published by Kendall Hunt
Meeting	Apr 4, 2012 - Regular Meeting
Category	24. Approval of Agreements
Access	Public
Type	Discussion

Approve Permission Agreement for the Non-Exclusive License Granted to Coast Community College District (Author) and Kendall Hunt Publishing Company (Kendall Hunt) by Sick Cow, Inc. (Lender) for Use of the Text Copy of a Speech Given by Will Ferrell in Author's Work, Tentatively Entitled Public Speaking: Preparation & Presentation in a Digital World (Textbook) to be Published by Kendall Hunt .

1. Background: Coast Learning Systems has been successful in partnering with Kendall Hunt Publishing Company in the development of online courseware and the accompanying textbook. Our current project is entitled Public Speaking: Preparation & Presentation in a Digital World. Course completion is scheduled for Summer, 2012, and will be marketed worldwide.

2. Goal/Purpose: Develop leading-edge public speaking online courseware for students and create an accompanying textbook in both electronic and hardcopy versions.

3. Comments (if any): None

4. Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Chancellor that the Board approve the Agreement between Sick Cow, Inc., Kendall Hunt, and the Coast Community College District for use of the Will Ferrell speech excerpt. The Agreement outlines the responsibilities of all 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. (See Sick Cow Attachment #6)

5. Fiscal Review and Impact: No direct cost to the District. Projected revenue unknown, depending on utilization of the course and textbook by the lessees and number of students enrolled in the course.

File Attachments

[Sick Cow.pdf \(190 KB\)](#)

Subject **24.03 DIS - Approve Amendment to Agreement between Sophia Higher Education Inc. and the Coast Community College District for Actionline 12 Support Services Amendment to Software License & Services Agreement**

Meeting **Apr 4, 2012 - Regular Meeting**

Category **24. Approval of Agreements**

Access **Public**

Type **Discussion**

Approve Amendment to Agreement between Sophia Higher Education Inc. and the Coast Community College District for Actionline 12 Support Services Amendment to Software License & Services Agreement

1. Background: During the September 21, 2005 Board meeting, the Board of Trustees approved entering into a Software Licenses and Services agreement with Sophia, formerly SunGard SCT - Bid #1896. In November 2011, the District started to research the deployment of mobile applications for its students. To maintain mobile applications, it is in the best interest of the District to approve this amendment. Once approved, this amendment will expire on September 30, 2012.

2. Goal/Purpose: Approve the Amendment to the September 21, 2005 Agreement to add Actionline 12 Support Services to provide the District with Mobile Connect support and software updates through September 30, 2012.

3. Comments: To address the concerns of District General Counsel, and through negotiations between Sophia, Risk Services and DIS, paragraph 4 was amended to include a termination date.

4. Recommendation Statement: After review by the Interim Administrative Director, District Information Services, Interim Vice Chancellor of Education Services and Technology, and District General Counsel, it is recommended by the Chancellor that the Board approve the Amendment between Sophia Higher Education Inc. and Coast Community College District. The amendment outlines the responsibilities of both parties. The Board President, or designee, is authorized to sign the Amendment and any related documents, indicating approval by the Board of Trustees. (See Attachment #7)

5. Fiscal Review and Impact: \$16,858 from General Funds

File Attachments

[Coast CCD Mobile Connection AL12 032012 v2.pdf \(46 KB\)](#)

Subject 24.04 OCC - Authorization to Enter into an Agreement between the Coast Community College District (Orange Coast College) and the 32nd District Agricultural Association for Reciprocal Use of Parking Lots and the Use of the Pacific Amphitheatre for the Orange Coast College Commencement on May 23rd, 2012

Meeting Apr 4, 2012 - Regular Meeting

Category 24. Approval of Agreements

Access Public

Type Discussion

Authorization to Enter into an Agreement between the Coast Community College District (Orange Coast College) and the 32nd District Agricultural Association for Reciprocal Use of Parking Lots and the Use of the Pacific Amphitheatre for the Orange Coast College Commencement on May 23rd, 2012

Background: Orange Coast College to renew its Contract with the 32nd District Agricultural Association for the use of Parking lots and the Pacific Amphitheater for OCC Commencement. The set-up and event dates for Commencement are May 21, 22, 23, 2012. This agreement also covers the use of the Fairgrounds Parking Lot "E" on the corner of Fairview and Arlington by Orange Coast College and the use of Parking Lots A, B, C, D, & E at Orange Coast College by the 32nd District Agricultural Association for overflow parking during specified year round events: April 22, 22, May 6, 26, 27 June 22, 23, 24 and July 13 through August 12 for the Annual Fair and September 15, 16, 22. The term of this agreement is for the 2012 calendar year. (See Attachment #8)

Comments: Reviewed by District Risk Services and District General Counsel.

Recommendation Statement: After review by the college President and District General Counsel, it is recommended by the Chancellor that the Board approve to enter an interagency agreement with the 32nd District Agricultural Association for the use of the Pacific Amphitheatre for the annual Orange Coast College Commencement and for the reciprocal use of parking lots.

Fiscal Impact: None

File Attachments
[Ag Contract.PDF \(155 KB\)](#)

Subject **24.05 DIS - Approval of Non-Standard Agreement Between the Orange County Sanitation District and the Coast Community College District Regarding the Imposition and Payment of Capital Facilities Capacity Charges**

Meeting Apr 4, 2012 - Regular Meeting

Category 24. Approval of Agreements

Access Public

Type Discussion

Approval of Non-Standard Agreement Between the Orange County Sanitation District and the Coast Community College District Regarding the Imposition and Payment of Capital Facilities Capacity Charges

1. Background

A previous version of this proposed Agreement was discussed by the Board in closed session on August 17, 2011.

In 2004, the Orange County Department of Education (OCDE) received a request from the Orange County Sanitation District (OCSD) for square footage information for any improvements made by community college districts and school districts in order to charge capital facilities fees to these districts. In 2007, OCDE received a letter from OCSD stating the districts would be reclassified from "low demand" to "average demand" which would result in higher capital facilities fees being charged to the districts. Since 2007, the OCDE and a committee appointed by chief business officers of the community college districts and school districts, have been negotiating with OCSD to resolve the capital facilities fees issue. As a result of these negotiations, an Agreement was reached between the OCSD and the Committee, and reviewed by the OCDE. This Agreement provides that that community college districts and school districts shall be placed in the "low demand" use group when OCSD determines capital facilities fees from July 1, 2011 forward.

2. Goal/Purpose

The goal/purpose of this Agreement is to have each community college district and high school district settle all claims and disputes existing between them and the Orange County Sanitation District Foundation relating to the classification level used by OCSD when it determines capital facilities fees for new construction or remodel construction.

3. Comments

None

4. Recommendation Statement

After review by the District General Counsel, it is recommended by the Board President that the Board approve the Non-Standard Agreement between the Orange County Sanitation District and the Coast Community College District regarding the imposition and payment of capital facilities capacity charges. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board. (See Attachment #9)

5. Fiscal Review and Impact

This Agreement provides that community college districts and school districts shall be placed in the "low demand" use group when OCSD determines capital facilities fees from July 1, 2011 forward. The "low demand" use charge is \$279 for each 1,000 square feet of new or remodeled (net) construction square footage. For comparison purposes, the "average demand" use charge is \$1,734 for each 1,000 square feet of new or remodeled (net) construction square footage. Actual cost to the District will vary depending upon new or remodel construction occurring in the future.

File Attachments

[Orange County Sanitation District Agreement.pdf \(209 KB\)](#)

Subject **24.06 OCC - Approve Agreement between the Institute of Reading Development and the Coast Community College District for the Purpose of Teaching a Series of Reading Enrichment Programs Offered by Orange Coast College**

Meeting Apr 4, 2012 - Regular Meeting

Category 24. Approval of Agreements

Access Public

Type Discussion

Approve Non-Standard Agreement between the Institute of Reading Development and the Coast Community College District for the Purpose of Teaching a Series of Reading Enrichment Programs Offered by Orange Coast College

Background: The Institute of Reading Development and Orange Coast College have successfully partnered since the Fall 2009 semester to offer reading enrichment programs to the community, so now we would like to extend our agreement until December 31, 2012.

Goal/Purpose: To offer reading enrichment programs to the community.

Comments: Reviewed by District Risk Services

Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Chancellor that the Board approves the Agreement between the Institute of Reading Development and the Coast Community College District for the purpose of teaching a series of reading enrichment programs offered by Orange Coast College at mutually agreed upon sites until January 31, 2013. 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).

Fiscal Impact: The fee split will be 88/12 with 88% of the gross tuition income retained by the institute and 12% to Orange Coast College.

File Attachments

[Scan001.PDF \(94 KB\)](#)

Subject **24.07 DIS - Approval of Employment Agreement, Public Safety Training Coordinator, GWC**

Meeting **Apr 4, 2012 - Regular Meeting**

Category **24. Approval of Agreements**

Access **Public**

Type **Discussion**

Approval of Employment Agreement, Public Safety Training Coordinator, GWC

After review by the Vice Chancellor of Human Resources, it is recommended by the Chancellor that the Board approve the employment agreement with Jonathan Arnold, GWC, to serve as Public Safety Training Coordinator, effective April 9, 2012 through June 30, 2013. Compensation to be \$79,435 annually, based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees (See Attachment #11)

File Attachments

[Jonathan Arnold - GWC.pdf \(21 KB\)](#)

Subject 24.08 DIS - Approval of Employment Agreement, Dean, Instruction, Career and Technical Education, CCC

Meeting Apr 4, 2012 - Regular Meeting

Category 24. Approval of Agreements

Access Public

Type Discussion

Approval of Employment Agreement, Dean, Instruction, Career and Technical Education, CCC

After review by the Vice Chancellor of Human Resources, it is recommended by the Chancellor that the Board approve the employment agreement with Nancy Jones, CCC, to serve as Dean, Instruction, Career and Technical Education, effective June 1, 2012 through June 30, 2014. Compensation to be \$128,642 annually, based on the appropriate step placement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees (See Attachment #12)

File Attachments

[Nancy Jones - CCC.pdf \(21 KB\)](#)

Subject **24.09 OCC - Approval of Amendment #1 on Approved Lease Agreement between the County of Orange, a Political Subdivision of the State of California and Coast Community College District (Orange Coast College School of Sailing & Seamanship) a Public Educational Agency**

Meeting Apr 4, 2012 - Regular Meeting

Category 24. Approval of Agreements

Access Public

Type Discussion

Approval of Amendment #1 on Approved Lease Agreement between the County of Orange, a Political Subdivision of the State of California and Coast Community College District (Orange Coast College School of Sailing & Seamanship) a Public Educational Agency

Background: Since 1953 under a series of leases, the Coast Community College District (Orange Coast College) has operated a marine related educational and recreation facility known as the Orange Coast College School of Sailing and Seamanship providing marine-related education and recreation programs to the public. On May 15, 2007, they entered into a new 30-year rent-free lease to facilitate the 3.5 million renovation of the Orange Coast College School of Sailing and Seamanship located on County tidelands in Lower Newport Bay.

Goal/Purpose: The OCC School of Sailing & Seamanship has acquired the Nordic Star, a 92-foot expedition yacht, for use in its Professional Mariner Program that trains students for marine industry careers. To help offset the cost of operating and maintaining the Nordic Star, the OCC School of Sailing & Seamanship requests permission to operate commercial boat charters on the Nordic Star for activities such as harbor cruises, weddings, Catalina trips, etc.

Comments: The commercial boat charters employing the Nordic Star shall be conducted solely to benefit OCC's Professional Mariner Program or similar type education program. All proceeds from the commercial boat charters shall be used to fund the maintenance and operation of the Nordic Star or to fund the Professional Mariner Program.

Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Chancellor that the Board approve the First Amendment between the County of Orange and the OCC School of Sailing & Seamanship to grant permission to operate commercial boat charters on the Nordic Star to help offset the cost of maintenance and operations. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment #13)

Fiscal Impact: This lease is rent-free, in consideration for maintaining and operating a marine public education facility. The cost of operating the Nordic Star for use in the Professional Mariner Program will be offset by commercial boat charters on the Nordic Star.

File Attachments

[SailingCntr1stAmendment.pdf \(65 KB\)](#)

Subject	24.10 DIS - Approval of Employment Agreement, Interim Vice President of Instruction, CCC
Meeting	Apr 4, 2012 - Regular Meeting
Category	24. Approval of Agreements
Access	Public
Type	Discussion

Approval of Employment Agreement, Interim Vice President of Instruction, CCC

After review by the Vice Chancellor of Human Resources, it is recommended by the Chancellor that the Board approve the employment agreement with Mary Halvorson, CCC, to serve as Interim Vice President of Instruction, commencing on April 5, 2012 and ending on the day prior to the commencement of employment of the successor to this position, or on June 30, 2012, whichever is earlier. Compensation to be \$9,340/month. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees (See Attachment #14)

File Attachments

[Interim VPI Contract - CCC \(Halvorson\).pdf \(17 KB\)](#)

Subject	24.11 DIS - Approval of Employment Agreement for Vice Chancellor of Educational Services and Technology
Meeting	Apr 4, 2012 - Regular Meeting
Category	24. Approval of Agreements
Access	Public
Type	Discussion

Approval of Employment Agreement for Vice Chancellor of Educational Services and Technology

After review by the Vice Chancellor of Human Resources, it is recommended by the Chancellor that the Board approve the Employment Agreement for the Vice Chancellor of Educational Services and Technology, effective May 1, 2012. Compensation is 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.

Subject **24.12 DIS - Approve Non-Standard Consultant Services Agreement between Milliman Consultants and Actuaries and the Coast Community College District to Provide an Actuarial Attestation in Order for the Coast Community College District to Receive the Medicare Part D Employer Subsidy from the Centers for Medicare and Medicaid Services (CMS)**

Meeting Apr 4, 2012 - Regular Meeting

Category 24. Approval of Agreements

Access Public

Type Discussion

Approve Non-Standard Consultant Services Agreement between Milliman Consultants and Actuaries and the Coast Community College District to Provide an Actuarial Attestation in Order for the Coast Community College District to Receive the Medicare Part D Employer Subsidy from the Centers for Medicare and Medicaid Services (CMS)

1. Background Information: The Coast Community College District provides retirees and their eligible dependents with medical and prescription coverage. The Centers for Medicare and Medicaid Services (CMS) provides a subsidy to employers who provide retirees over age 65 with creditable prescription coverage. Creditable coverage is coverage that is equal to or better than the Medicare D prescription plan offered through Medicare. Last year the subsidy totaled approximately \$450,000.

2. Goal/Purpose: In order to verify that the prescription plan through the District is creditable, an actuary has to attest to the fact that the coverage is creditable.

3. Comments:

4. Recommendation Statement: After review by the Vice Chancellor for Human Resources, it is recommended by the Chancellor that the Board of Trustees approve the Agreement with Milliman Consultants and Actuaries to provide an actuarial attestation that the Coast Community College District provides creditable coverage and qualifies for the plan sponsor subsidy available under Medicare Part D.

It is further recommended that the Board President, or designee, be authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment #15)

Fiscal Impact: \$5,000 paid to Milliman consultants from general funds

25. Buildings and Grounds Approvals

Subject 25.01 DIS - Approve Change Order No. 3; Golden West College Learning Resource Center Phase IV; Bid No. 1963

Meeting Apr 4, 2012 - Regular Meeting

Category 25. Buildings and Grounds Approvals

Access Public

Type Discussion

Approve Change Order No. 3; Golden West College Learning Resource Center Phase IV; Bid No. 1963

1. Background:

As the Golden West College Learning Resource Center concludes, this change order seeks approval of the final reconciliation of contract allowances and payment for additionally required work scope. A Notice of Completion is also recommended for approval on this Board agenda. This will close-out the contract with Best Contracting Services for this project.

2. Goal/Purpose:

Final contract/project closeout

3. Comments:

This will conclude six of the nine contractor agreements associated with construction of the GWC Learning Resource Center. Further analysis and close-out negotiations are ongoing with the remaining three trade contractors.

4. Recommendation Statement:

After review by the Vice President of Administrative Services, Senior Director of Facilities Planning and Construction, and Vice Chancellor of Finance and Administrative Services, it is recommended by the Chancellor that authorization be given for Change Order No. 3; Golden West College Learning Resource Center, Bid No. 1963, 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.

Best Contracting Services, Inc.; Category G - Glass & Glazing

Final Contract Closeout:

Outstanding contractor costs less unused allowance \$18,848.53

Contract Amount: \$2,548,000 (C.O. 3: 0.07% Increase)

Total Change Orders: \$ <\$293,151.47> (11.50% Decrease)

Fiscal Impact: \$18,848.53 (Measure C – General Obligation Bond Funds & Capital Outlay)
Master Plan Approved Project
GWC Learning Resource Center

(See Attachment #16)

File Attachments

Subject	25.02 DIS - Authorization to File Notice of Completion and Release Retention Funds
Meeting	Apr 4, 2012 - Regular Meeting
Category	25. Buildings and Grounds Approvals
Access	Public
Type	Matters for Review, Discussion and/or Action

Authorization to File Notice of Completion and Release Retention Funds

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

GWC Learning Resource Center, Phase IV Bid No.1963

Contractor Best Contracting Services, Inc
Category G – Glass & Glazing

26. General Items of Business

Subject	26.01 GWC - Authorization to Purchase One-Hundred (100) Hewlett Packard Computers and One-Hundred (100) Monitors for the Golden West College Computer Science Labs using the Western States Contracting Alliance (WSCA) Master Price Agreement
Meeting	Apr 4, 2012 - Regular Meeting
Category	26. General Items of Business
Access	Public
Type	Discussion

Authorization to Purchase One-Hundred (100) Hewlett Packard Computers and One-Hundred (100) Monitors for the Golden West College Computer Science Labs using the Western States Contracting Alliance (WSCA) Master Price Agreement

1. Background. Public Contract Code 20652 provides authority for the governing board of any community college district without advertising for bids, the use of other Public Agencies' contract for lease or purchase of equipment when the Board has determined it to be in the best interest of the District.

2. Goal/Purpose: The computers will be used to replace the computers that are between five and seven years old in the Golden West College Computer Science Labs.

3. Comments: None.

4. Recommendation Statement: After review by the Golden West College Director of Technology Support Services, Manager of Purchasing and Accounts Payable, the Vice Chancellor of Education Services and Technology, it is recommended by the Chancellor that the Board authorize the Purchasing and Accounts Payable Manager to issue a purchase order to Hewlett Packard for the computers and monitors using the WSCA Master Agreement.

5. Fiscal Review and Impact: NTE \$108,500.00 (Perkins Grant and General Funds)

Subject **26.02 DIS - Ratification of Agreement between Employee Relations Inc. and the Coast Community College District, and Authorization of Special Payment for Expenses Related to Vice Chancellor of Educational Services and Technology Background Check Authorizations**

Meeting Apr 4, 2012 - Regular Meeting

Category 26. General Items of Business

Access Public

Type Discussion

Ratification of Agreement between Employee Relations Inc. and the Coast Community College District, and Authorization of Special Payment for Expenses Related to Vice Chancellor of Educational Services and Technology Background Check Authorizations

At the March 16, 2012 Board of Trustees' Meeting, the Board of Trustees authorized the Chancellor to make the final selection of contractor to perform background checks on applicants for the position of Vice Chancellor of Educational Services and Technology, with the contract to be returned to the Board of Trustees for ratification.

Two companies were contacted to provide background search results: HireRight and Employee Relations, Inc. Employee Relations, Inc was awarded the contract with the Coast Community College District to provide the background search results for the candidates submitted to the Board of Trustees for consideration in the second interview phase, at a cost not to exceed \$500 for candidate. Names of the Vice Chancellor of Educational Services and Technology candidates are on file with the District Office of Human Resources. Expenses are to be paid from the District Office of Human Resources Recruitment Department Budget.

It is recommended that payment not to exceed \$2,000 is authorized to cover expenses related to the background check authorizations. Additionally, the signed contract between Employee Relations and the Coast Community College District is submitted at this time for ratification. (See Attachment #17)

File Attachments

[Agreement Employee Relations.pdf \(114 KB\)](#)

Subject **26.03 DIS - Appointment to the City of Huntington Beach Community Services Commission for the Term July 1, 2012 - June 30, 2016**

Meeting Apr 4, 2012 - Regular Meeting

Category 26. General Items of Business

Access Public

Type Discussion

Appointment to the City of Huntington Beach Community Services Commission for the Term July 1, 2012 to June 30, 2016

1. Background Information:

Golden West College Dean Albert Gasparian has served as the Coast Community College District representative to the City of Huntington Beach Community Services Commission for the four-year term ending July 1, 2012. The mission of the Huntington Beach Community Services Commission is to make recommendations to City Council on matters relating to development, acquisition, and renovation of park, beach and recreational facilities. The Community Services Commission is comprised of five members at-large and six members who represent each of the school districts within the city. Commissioners must reside within the city limits of Huntington Beach. Commissioners study, report and interpret the needs of the public to the City Council, including conducting public meetings to garner community input on projects and facilities. The commission reviews the annual Capital Improvement Projects budget as presented to the City Council and advises them on the current needs and long-range plans.

Commissioners

David Hubbard, Westminster School District
Susie Jones, Fountain Valley School District
Jay Kreitz, Member-at-Large
Dan Moss, Member-at-Large
John Myers, Huntington Beach Union High School District
Cathy McGough, Huntington Beach City School District
Brian Rechtsteiner, Member-at-Large
Albert Gasparian, Coast Community College District
Nick Tomaino, Member-at-Large
Allan Pogrund, Ocean View School District

2. Goal/Purpose:

Appoint a representative to the City of Huntington Beach Community Services Commission for the term July 1, 2012 to June 30, 2016. City restrictions require that representative reside within the city limits of Huntington Beach.

3. Comments (if any):

None.

4. Recommendation Statement:

After review by the Golden West College President and Vice Chancellor of Finance and Administrative Services, it is recommended by the Chancellor that the Board re-appoint Mr. Albert Gasparian to serve as the Coast Colleges' representative on the City of Huntington Beach Community Services Commission for the term July 1, 2012 to June 30, 2016.

5. Fiscal Review and Impact:

None.

Subject **26.04 CCC - Approval for the Orange County Registrar of Voters to Operate a Voting Poll at Coastline Community College**

Meeting **Apr 4, 2012 - Regular Meeting**

Category **26. General Items of Business**

Access **Public**

Type **Discussion**

Approval for the Orange County Registrar of Voters to Operate a Voting Poll at Coastline Community College

After review by the College President and the Vice President of Administrative Services, it is recommended by the Chancellor that the Board approve the Registrar of Voters for the County of Orange to operate a voting poll at Coastline Community College Center on June 5, 2012, for the Statewide Primary Election and on November 6, 2012, for the General Election. This voting poll will provide registered voters in this voting precinct an opportunity to cast their ballots in the Coastline College Center building without disruption to ordinary District/College business. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Voting Poll will be operated by the County Registrar of Voters at no cost to the College or District.

Subject	26.05 CCC- Closure of Coastline Community College Bookstore Bank Account
Meeting	Apr 4, 2012 - Regular Meeting
Category	26. General Items of Business
Access	Public
Type	Discussion

Closure of Coastline Community College Bookstore Bank Account

Coastline Community College established a bank account for the sole purpose of Bookstore operations. This account is no longer utilized or necessary. It is recommended that this account (4550137181) be closed.

Subject **26.06 OCC - Approval for the Associated Students of Orange Coast College to Increase the College Service Charge**

Meeting **Apr 4, 2012 - Regular Meeting**

Category **26. General Items of Business**

Access **Public**

Type **Discussion**

Approval for the Associated Students of Orange Coast College to Increase the College Service Charge

The Associated Students of Orange Coast College (ASOCC) is requesting board approval to increase the college service charge by \$6 each semester to a total of \$21 for fall and spring semesters and \$15 for summer session. The college service charge has not been raised in over 7 years.

The college service charge is one of two major sources of income for the Associated Students; and through the annual ASOCC budget process these funds are allocated to over 39 programs and services, all of which promote student success at Orange Coast College. With state budget cuts reducing the funds provided to student support services and programs, the Associated Students wants to ensure that it can continue to provide much needed funding to these college co-curricular programs.

This is an optional fee, with waivers available to students in the ASOCC Office.

Fiscal Impact: Additional revenue of \$6 per student each semester. Total amount dependent upon number of registered students.

Subject **26.07 DIS - Bid Award and Tabulation Bid 2006**

Meeting Apr 4, 2012 - Regular Meeting

Category 26. General Items of Business

Access Public

Type Discussion

Bid Tabulation and Award of Contract: Milling and Computer Numerically Controlled (CNC) Machines for Orange Coast College Machine Shop; Bid 2006

- 1. Background.** Bid 2006 was advertised on March 5, 2012 and again on March 12, 2012. Four (4) bid packages were sent to prospective bidders. Three out of the four prospective bidders did not respond, leaving one submitting a qualified bid. The bid was publicly opened on March 20, 2012.
- 2. Goal/Purpose.** The purpose of this bid was to acquire a mini-milling, a vertical milling machine and two (2) CNC lathes for the Orange Coast College Tech Center Machine Shop classroom.
- 3. Comments:** Currently the Tech Center utilizes Haas manufactured machines as the model when teaching classes. The specifications provided in the bid stipulated Haas manufactured or "equal" machines. Haas Factory Outlet included in their bid a free control simulator for each of the machines, thereby giving the students additional training places to familiarize themselves with the Haas controls. After an analysis of the bid by the evaluation committee, it is recommended that the bid be awarded to Haas Factory Outlet. Bid results shown below:

Haas Factory Outlet 1338 S. State College Pkwy Anaheim, CA 92806	\$206,315.00
Femco USA 7142 Belgrave Ave Garden Grove, CA 92841	No Bid
Ellison Technologies 9890 S. Pioneer Blvd. Santa Fe Springs, CA 90670	No Bid
Gosiger West Machine Tools 2334 Valencia Drive Fullerton, CA 92833	No Bid

4. Recommendation Statement: After analysis and review by the evaluation committee, Purchasing and Accounts Payable Manager, and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that the Board award Bid 2006 to Haas Factory Outlet.

5. Fiscal Review and Impact: \$206,315.00 (Grant Funds)

Subject **26.08 DIS - Approval of Material Fees**
Meeting Apr 4, 2012 - Regular Meeting
Category 26. General Items of Business
Access Public
Type Discussion

Approval of Material Fees

Material fee information was presented to and reviewed by the Board at the March 7, 2012 Board of Trustees' Meeting. It is now recommended by the Coastline College, Golden West College and Orange Coast College Curriculum Committees, with concurrence of the College Presidents and the Chancellor, that the attached material fee revisions, deletions, and/or new fees be approved for inclusion into the curriculum. (See Attachment #18)

A copy of the material fee request forms is on file in the Board Office.

File Attachments

[Material Fees.pdf \(17 KB\)](#)

Subject **26.09 OCC - Educational Master Plan, Vision Statement and Mission Statement**
Meeting Apr 4, 2012 - Regular Meeting
Category 26. General Items of Business
Access Public
Type

Orange Coast College Educational Master Plan, Vision Statement and Mission Statement

After review by the Orange Coast College President and at the recommendation of the College's Shared Governance Planning Councils, Orange Coast College's Educational Master Plan (including the revised Vision and Mission Statements listed below) is submitted for approval by the Board of Trustees.

Vision Statement

To be the standard of excellence in transforming lives through education.

Mission Statement

Orange Coast College serves the educational needs of is diverse local and global community.

The college empowers students to achieve their educational goals by providing high quality and innovative programs and services leading to academic degrees, college transfer, certificates in career and technical education, basic skills, and workforce development to enable lifelong learning.

The college promotes student learning and development by fostering a respectful, supportive and participatory campus climate of student engagement and academic inquiry.

A copy of the Educational Master Plan will be provided to the Trustees prior to the Board Meeting.

File Attachments

EMP - Final 2-16-12.pdf (6,054 KB)

Subject **26.10 DIS - Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services**

Meeting Apr 4, 2012 - Regular Meeting

Category 26. General Items of Business

Access Public

Type Matters for Review, Discussion and/or Action

Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services

It is requested the Board approve the following contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 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.

INNERFACE Architectural Signage, Inc
5849 Peachtree Rd
Atlanta, GA 30341

Subject 26.11 GWC - Independent Contractors

Meeting Apr 4, 2012 - Regular Meeting
Category 26. General Items of Business
Access Public
Type Discussion

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

Over \$50,000

IC Name: Leora DeBoer

Services: Administer and coordinate nurse assistant certification exam

Payment Schedule/Compensation: \$55,000 (\$22 per manual exam, \$10 per written exam, \$15 per oral exam and \$15 per rescheduled manual exam), to be paid as invoiced per exam date

Term of Agreement: July 1, 2011 – June 31, 2012

Source of Funding: RHORC RTC Trust funds

(Revision is to increase the compensation from \$50,000 to \$55,000 to cover increased amount of certification exams administered. Previous Board approval: May 18, 2011)

IC Name: Care Training Services c/o Vidella Waller

Services: Administer and coordinate nurse assistant certification exam

Payment Schedule/Compensation: \$105,000 (\$22 per manual exam, \$10 per written exam, \$15 per oral exam and \$15 per rescheduled manual exam), to be paid as invoiced per exam date

Term of Agreement: July 1, 2011 – June 31, 2012

Source of Funding: RHORC RTC Trust funds

(Revision is to increase the compensation from \$100,000 to \$105,000 to cover increased amount of certification exams administered. Previous Board approval: May 18, 2011)

IC Name: Envision Education, Wendy Deras

Services: Administer and coordinate nurse assistant certification exam

Payment Schedule/Compensation: \$60,000 (\$22 per manual exam, \$10 per written exam, \$15 per oral exam and \$15 per rescheduled manual exam), to be paid as invoiced per exam date

Term of Agreement: July 1, 2011 – June 31, 2012

Source of Funding: RHORC RTC Trust funds

(Revision is to increase the compensation from \$50,000 to \$60,000 to cover increased amount of certification exams administered. Previous Board approval: May 18, 2011)

IC Name: Health Educational Consultants c/o Joyce Bowden

Services: Administer and coordinate nurse assistant certification exam

Payment Schedule/Compensation: \$100,000 (\$22 per manual exam, \$10 per written exam, \$15 per oral exam and \$15 per rescheduled manual exam), to be paid as invoiced per exam date

Term of Agreement: July 1, 2011 – June 31, 2012

Source of Funding: RHORC RTC Trust funds

(Revision is to increase the compensation from \$80,000 to \$100,000 to cover increased amount of certification exams administered. Previous Board approval: May 18, 2011)

27. Resolutions

Subject	27.01 Adoption of Resolution #12-07 to Establish Appointment of Member/Alternate Member of Retiree Health Benefit Program Joint Powers Authority (JPA) by Position
Meeting	Apr 4, 2012 - Regular Meeting
Category	27. Resolutions
Access	Public
Type	Discussion

Adoption of Resolution #12-07 to Establish Appointment of Member/Alternate Member of Retiree Health Benefit Program Joint Powers Authority (JPA) by Position (See Attachment #19)

File Attachments

[Retiree Health Benefit Program 12-07.pdf \(183 KB\)](#)

Subject **27.02 Adoption of Resolution #12-08 Authorizing Payment to Trustee Absent from Board Meeting**

Meeting Apr 4, 2012 - Regular Meeting

Category 27. Resolutions

Access Public

Type Discussion

Adoption of Resolution #12-08 Authorizing Payment to Trustee Absent from Board Meeting

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."

Trustee Jim Moreno was absent from the Special Meeting of March 27, 2012. A resolution has been prepared for your Board to consider, indicating that Trustee Moreno's absence was due to hardship deemed acceptable by the Board. (See Attachment #20).

File Attachments

[Resolution 12-08 Moreno Absence March 27, 2012.pdf \(270 KB\)](#)

Subject **27.03 Adoption of Resolution #12-09 Authorizing Payment to Trustee Absent from Board Meeting**

Meeting **Apr 4, 2012 - Regular Meeting**

Category **27. Resolutions**

Access **Public**

Type **Discussion**

Adoption of Resolution #12-09 Authorizing Payment to Trustee Absent from Board Meeting

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."

Trustee Lorraine Prinsky was absent from the Special Meeting of March 27, 2012. A resolution has been prepared for your Board to consider, indicating that Trustee Prinsky's absence was due to hardship deemed acceptable by the Board. (See Attachment #21).

File Attachments

[Resolution 12-09 Prinsky Absence March 27, 2012.pdf \(270 KB\)](#)

Subject **27.04 Adoption of Resolution #12-10 Authorizing Signatures - Orange County Department of Education**

Meeting Apr 4, 2012 - Regular Meeting

Category 27. Resolutions

Access Public

Type

Adoption of Resolution #12-10 Authorizing Signatures - Orange County Department of Education (See Attachment #22)

File Attachments

[Resolution 12-10 Authorizing Signatures.pdf \(183 KB\)](#)

28. Approval of Minutes

Subject	28.01 DIS - Approval of Minutes
Meeting	Apr 4, 2012 - Regular Meeting
Category	28. 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 meeting(s) be approved:

Special Meeting of March 16, 2012
Special Meeting of March 22, 2012

File Attachments

[Min 3-16-12 Special Meeting.pdf \(18 KB\)](#)

[Min 3-22-12 Special Meeting.pdf \(16 KB\)](#)

29. Policy Implementation

Subject **29.01 DIS - Adoption of Revised Board Policy 2735 Board of Trustees' Travel**
Meeting Apr 4, 2012 - Regular Meeting
Category 29. Policy Implementation
Access Public
Type Discussion

Adoption of Revised Board Policy 2735 Board of Trustees' Travel

The Board of Trustees reviewed revised Board Policy 2735 at the March 21, 2012 Regular Meeting/Study Session. Additions to the policy are noted in **bold** and deletions are in ~~striketrough~~.

It is recommended by the Secretary of the Board that the proposed policy be adopted. (See Attachment #23)

File Attachments

[BP 2735 Board of Trustees Travel.pdf \(107 KB\)](#)



30. Close of Meeting

Subject	30.01 Close of Meeting
Meeting	Apr 4, 2012 - Regular Meeting
Category	30. Close of Meeting
Access	Public
Type	Action

30.01 Adjournment



**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
1	March 21, 2012	Mary Hornbuckle 2nd Lorraine Prinsky	Board of Trustees/Chancellor	Follow up from Board of Trustees' Self Evaluation Exercise for further review and action plan for three items: (1) Instructional /Student Services Programs, (2) Educational needs of the community and (3) Keeping the community well informed of the colleges' goals, activities and educational objectives.	Pending	P
2	March 7, 2012	Jerry Patterson 2nd Mary Hornbuckle	Chancellor	Provide periodic updates on the progress of the Lanzhou University US Foundation partnership.	Pending	P
3	Jan 18, 2012	Lorraine Prinsky 2nd Jerry Patterson	Chancellor	Staff to review the report on the Los Angeles Community College District (L.A. Times) regarding lax leadership in building management, and report back with any recommendations that would be beneficial to our District.	May 2, 2012	P
4	Nov 16, 2011	Mary Hornbuckle 2nd Jerry Patterson	Board	Board Engagement in Accreditation: Review of Accreditation Drafts.	Recommended for March 21 and August 1, 2012	P
5	April 6, 2011	Jim Moreno 2nd Mary Hornbuckle	Chancellor	Report requested by Trustee Jim Moreno on Disaster Preparedness. (Added to Board Log at 11/16/11 Meeting)	April 4, 2012	P
6	Nov 2, 2011	Mary Hornbuckle 2nd Jim Moreno	Chancellor	A brief presentation requested by Trustee Mary Hornbuckle regarding Credits for College.	April 4, 2012	P
7	Feb 2, 2011		District Foundation Directors	Provide an annual report on the Foundations.	February each year	P
8	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



Special Meeting
Board of Trustees
Coast Community College District

Board Conference Room

3:00 p.m.

Friday, March 16, 2012

MINUTES*

A Special Meeting of the Board of Trustees of the Coast Community College District was held on March 16, 2012 in the Board Conference Room at the District Office.

1. Call to Order

Board President Jim Moreno called the meeting to order at 3:03 p.m.

2. Roll Call

Trustees Present: Jim Moreno, Mary Hornbuckle, Lorraine Prinsky, Jerry Patterson, and David Grant

Trustees Absent: Student Trustee Joe Venegas III was excused

3. Pledge of Allegiance

Trustee Moreno led the Pledge of Allegiance to the United States of America.

4. Opportunity for Public Comment

There were no requests to address the Board.

5. Appointment of Consulting Firm to Conduct Background Checks for the Candidates for Vice Chancellor of Educational Services and Technology

On a motion by Ms. Hornbuckle and seconded by Mr. Grant, the Board voted unanimously to direct the Chancellor to choose one of three agencies to conduct background checks of candidates for Vice Chancellor of Educational Services and Technology in the range of \$350 per applicant and to bring back the contract to the Board for ratification at the April 4, 2012 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye: Mr. Moreno, Ms. Hornbuckle, Dr. Prinsky, Mr. Patterson and Mr. Grant
No: None
Absent: Mr. Venegas III

6. DIS - Development and Approval of Procedures and Timeline for the Vice Chancellor of Educational Services and Technology Selection Process

This was discussed with Item #5.

7. Review of Tax Issues Pertaining to the Enterprise Corporation

After review of tax issues pertaining to the Enterprise Corporation, on a motion by Mr. Patterson and seconded by Ms. Hornbuckle, the Board voted to refer this to Staff to provide comments to the Board at a future meeting.

Motion carried with the following vote:

Aye: Mr. Moreno, Ms. Hornbuckle, Dr. Prinsky, Mr. Patterson and Mr. Grant
No: None
Absent: Mr. Venegas III

8. Recess to Closed Session

The Board recessed to Closed Session at 3:39 p.m. to discuss the following:

a) Public Employment (Pursuant to Government Code 54957 (b)(1))

Position: Vice Chancellor of Educational Services and Technology

b) Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)

Position: Chancellor

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

9. Report of Action from Closed Session

It was reported that on a motion by Mr. Grant and seconded by Ms. Hornbuckle, the Board voted unanimously to appoint Dr. Andreea Serban for one additional month as Interim Vice-Chancellor, or until a regular replacement is appointed, whichever comes first, with the contract amendment to be considered in Open Session at a subsequent Board meeting.

Motion carried with the following vote:

Aye: Mr. Moreno, Ms. Hornbuckle, Dr. Prinsky, Mr. Patterson and Mr. Grant
No: None
Absent: Mr. Venegas III

10. Adjournment

There being no further business, on a motion by Dr. Prinsky and seconded by Mr. Moreno the meeting was adjourned at 5:18 p.m.

Motion carried with the following vote:

Aye:	Mr. Moreno, Ms. Hornbuckle, Dr. Prinsky, Mr. Patterson and Mr. Grant
No:	None
Absent:	Mr. Venegas III

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. Additionally, per Board Policy 2015, the Student Trustee does not participate in Closed Session meetings of the Board, therefore, votes reported from Closed Session will not include a reference to the Student Trustee.*



Special Meeting
Board of Trustees
Coast Community College District
Board Conference Room

9:00 a.m.

Thursday, March 22, 2012

MINUTES*

A Special Meeting of the Board of Trustees of the Coast Community College District was held on March 22, 2012 in the Board Conference Room at the District Office.

1. Call to Order

Board President Jim Moreno called the meeting to order at 9:04 a.m.

2. Roll Call

Trustees Present: Jim Moreno, Mary Hornbuckle, Lorraine Prinsky and David Grant
Jerry Patterson joined the meeting at 9:20 a.m.

Trustees Absent: Student Trustee Joe Venegas III was excused

3. Opportunity for Public Comment

There were no requests to address the Board.

4. Approval of Amendment to Employment Agreement, Interim Vice Chancellor of Educational Services, CCCD

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted unanimously to approve the Amendment to Employment Agreement with Andreea M. Serban, to extend her service as Interim Vice Chancellor of Educational Services to April 30, 2012, or the day prior to the commencement of employment of the successor to this position, whichever is earlier. Compensation to remain at \$14,583.33/month. The Board President, or designee, is authorized to sign the Amendment and any related documents indicating approval by the Board of Trustees.

Motion carried with the following vote:

Aye: Mr. Moreno, Ms. Hornbuckle, Dr. Prinsky and Mr. Grant
No: None
Absent: Mr. Patterson and Mr. Venegas III

5. EEO Training

The Board participated in EEO Training.

6. Recess to Closed Session

The Board recessed to Closed Session at 9:15 a.m. to discuss the following:

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

Position: Vice Chancellor of Educational Services and Technology

- b) Conference with Labor Negotiator (Pursuant to Government Code 54957.6)

Unrepresented Employee: Vice Chancellor of Educational Services and Technology

Agency Negotiators: Trustee Jim Moreno, Board President, and Dr. Andrew Jones, Chancellor

7. Reconvene to Open Session

The Board reconvened to Open Session at 4:43 p.m.

8. Report of Action from Closed Session

There was no action to report from Closed Session.

9. Adjournment

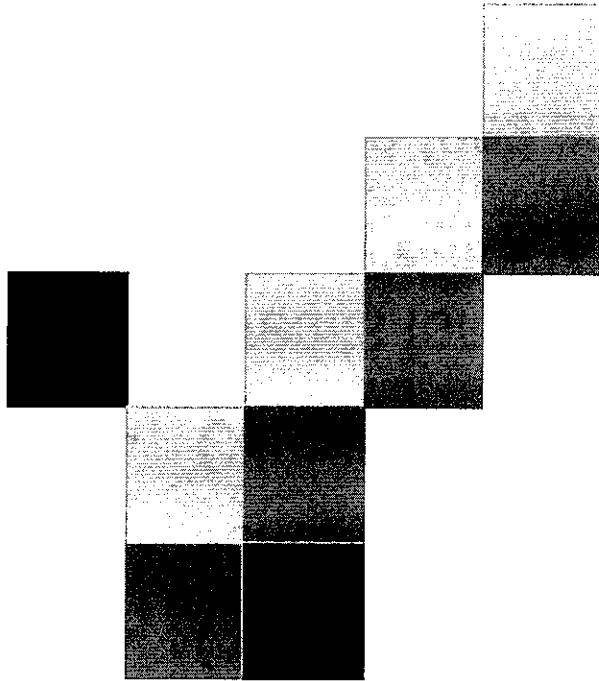
There being no further business, on a motion by Mr. Moreno and seconded by Dr. Prinsky, the meeting was adjourned at 4:45 p.m.

Motion carried with the following vote:

Aye: Mr. Moreno, Ms. Hornbuckle, Dr. Prinsky, Mr. Patterson and Mr. Grant
No: None
Absent: Mr. Venegas III

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. Additionally, per Board Policy 2015, the Student Trustee does not participate in Closed Session meetings of the Board, therefore, votes reported from Closed Session will not include a reference to the Student Trustee.*



Coastline Community College Credits for College Program “Building Partnerships with K-12 Schools”

Excellence is to do a common thing in an uncommon way.

Booker T. Washington

Prepared by
Vinicio López, Dean of Instruction



Credits for College Facts

- Credits for College began in 2004 at Westminster High School
- Courses are taught by Coastline instructors on the high school campus
- Courses are offered after the high school day ends
- Credits for College serves 18 area high schools (one course per site)
- College fees are waived and textbooks are loaned to students*

*Books have not been purchased since 2005





Credits for College Benefits

- High school students receive college credits as early as 10th grade
- Students can continue with courses at the Coast Community College District after high school graduation
- Students receive college-level instruction
- Coastline builds partnerships with local school districts
- Convenience: courses are offered at the high school



Examples of Courses Offered

- Astronomy 100 – Introduction to Astronomy
- Counseling 105 – Succeeding in College
- Ecology 100 – Human Ecology
- Music 105 – History of Rock and Roll
- Philosophy 100 – Introduction to Philosophy
- Sociology 100 – Introduction to Sociology
- Speech 100 – Interpersonal Communication
- Speech 110 – Public Speaking

(Total courses available to high schools = 19)





Districts and High Schools Served

Garden Grove Unified School District

- Bolsa Grande High School; Garden Grove High School; La Quinta High School; Los Amigos High School; Pacifica High School; Rancho Alamitos High School; and Santiago High School

Huntington Beach Union High School District

- Edison High School; Fountain Valley High School; Huntington Beach High School; Marina High School; Ocean View High School; and Westminster High School

Newport Mesa Unified School District

- Back Bay/Monte Vista High School; Corona del Mar High School; Costa Mesa High School; Estancia High School; and Newport Harbor High School



Costs and Revenue

- \$56,000 (cost for coordinator, assistant and campus liaisons)
- \$59,000 to \$80,000 (cost for part-time faculty)
- \$374,000 earned (estimated FTES over 3 semesters--107)
(Spring 2010, Fall 2010, Spring 2011)
- **\$233,000 to \$259,000 (estimated earned from program)**



Growth Opportunities

- Solicit outside funding for increased opportunities, activities and instructional materials
- Hire an outreach person to work with the high school liaisons and provide support with registration, orientations, and activities
- Recruit home-schooled or private school students throughout the state and offer distance learning courses



Recommendations

- Connect Credits for College students to CCC
- Provide campus activities to increase enrollment at Coastline
- Enroll students as first year college students
- Develop AA Degree or CTE Certificate tracks
- Sponsor a high school night for partner high schools
- Credits for College representative to attend high school functions and outreach events



Status of Credits for College Academic Year 2012-2013

Due to workload reduction, reduced FTES, and other factors, CCC will suspend Credits for College beginning Fall 2012.



Credits for College Contacts

Dr. Loretta Adrian, President
ladrian@coastline.edu

Vinicio López, Dean of Instruction
vlopez@coastline.edu

Sarah Chang, Credits for College Coordinator
schang@coastline.edu

Ralph Macchia, Staff Assistant
rmacchia@coastline.edu

Coast Community College District
BOARD POLICY
Chapter 5
Personnel Policies and Human Resources

**BP 7909 Search and Selection of the Coast Community College
District Executive Management Employees
Chancellor – Vice Chancellors – College Presidents**

This Policy is intended to comply fully and be interpreted in a manner consistent with all applicable state and federal laws and regulations, including but not limited to the Board of Governor's equal employment opportunity regulations. Further, this Policy is intended to respect all applicants who apply for a position in the Coast Community College District (CCCD), as well as the students, community members, and employees who serve on the Search and Selection Committees. The need for senior administrators hiring and staffing recommendations within the Coast Community College District is the responsibility of the District Chancellor. The CCCD culture requires that there be a process of determination of position need and ultimately a recommendation to the Board of Trustees with consultation between the Chancellor and the Board of Trustees.

The purpose of this policy is to provide a framework and hiring standard for the selection of the best people to join the Coast District family of employees, so that ultimately our students and community will be served in an exemplary way.

The Search Committee, after constituted, will prepare a job description in consultation with the Vice Chancellor of Human Resources, set minimum qualifications based on state law, and list desirable qualifications. Prior senior executive job descriptions and announcements will be made available to the Search Committee. All members of the Search Committee, before actual paper screening, will undergo training by the Human Resources Department and will receive a copy of the District's hiring policies.

Unless otherwise directed by the Board of Trustees, the search process shall be coordinated by an outside firm retained by the District. In order to protect applicants' privacy, final interviews shall be conducted at an off-site location.

ADMINISTRATIVE PROCEDURES

Announcement of the Position

The position shall be open for a minimum of 30 working days. The recruitment period will be extended where the applicant pool has fewer than 6 minimally qualified applicants. Announcements will state that if reference letters are included with their application packet, the letters will be used as part of the determination as to whether the applicant may receive an invitation for an interview.

Executive management employees refers to the positions of Chancellor, Vice Chancellors, and College Presidents.

Search and Selection Committees Composition

CHANCELLOR

The Search Committee for the position of Chancellor is as follows:

- Two Board members appointed by the Board of Trustees
- One community member appointed by the Board of Trustees
- One College President appointed by the Chancellor or the Board of Trustees
- Three Academic Senate representatives appointed by the Senates of the three colleges
- One Student Trustee or Designee
- One representative of Coast Federation of Classified Employees (CFCE) appointed by CFCE
- One representative of Coast Federation of Educators (CFE) appointed by CFE
- One representative of Coast Community College Association/California Teachers Association (CCCA/CTA) appointed by CCCA/CTA
- One administrative representative appointed by Coast District Management Association (CDMA)
- One Confidential employee appointed by the Confidential employees

TOTAL: 13 members

Advisor: Vice Chancellor, Human Resources or designee of the Board of Trustees

The Search Committee shall appoint the Search Committee chair.

The Search Committee shall endeavor to recommend 3 to 5 unranked finalists it feels are best qualified to the Selection Committee. If in the consensus of the Search Committee through the Chair is that fewer than 3 candidates would be advanced to the Selection Committee, it can recommend (a) a new search and a reopening announcement, or (b) that a reopening be deferred for a period of time. The Coast Community College District is committed to achieving diverse representation in candidate pools and in Selection Committees.

The Selection Committee shall consist of the five (5) elected Trustees.

VICE CHANCELLOR

The Search Committee for the position of Vice Chancellor is as follows:

- One Board member appointed by the Board of Trustees
- One community member appointed by the Board of Trustees
- One Vice Chancellor appointed by the Chancellor
- One College President appointed by the Chancellor
- Three Academic Senate representatives appointed by the Senates of the three colleges
- One Student Trustee or Designee
- One representative of Coast Federation of Classified Employees (CFCE) appointed by CFCE
- One representative of Coast Federation of Educators (CFE) appointed by CFE

- One representative of Coast Community College Association/California Teachers Association (CCCA/CTA) appointed by CCCA/CTA
- One administrative representative appointed by Coast District Management Association (CDMA)
- One Confidential employee appointed by the Confidential employees

TOTAL: 13 members

Advisor: Chancellor or designee.

The Search Committee members shall appoint the Search Committee chair.

The Search Committee shall endeavor to recommend 3 to 5 unranked finalists it feels are best qualified to the Selection Committee. If in the consensus of the Search Committee through the Chair, is that fewer than 3 candidates would be advanced to the Selection Committee, it can recommend (a) a new search and a reopening announcement, or (b) that a reopening be deferred for a period of time. The Coast Community College District is committed to achieving diverse representation in candidate pools and in Selection Committees.

The Selection Committee shall consist of the five (5) elected Trustees, with the advice of the Chancellor.

PRESIDENT

The Search Committee for the position of College President is as follows:

- One Board member appointed by the Board of Trustees
- One community member appointed by the Board of Trustees
- *One representative from the college filling the position, appointed by the sitting college President
- One College President appointed by the Chancellor
- Three Academic Senate representatives from the college filling the position, appointed by the Senate
- One Student Trustee or Designee
- One representative of Coast Federation of Classified Employees (CFCE) from the college filling the position, appointed by CFCE
- One representative of Coast Federation of Educators (CFE) from the college filling the position, appointed by CFE
- One representative of Coast Community College Association/California Teachers Association (CCCA/CTA) from the college filling the position, appointed by CCCA/CTA
- Two administrative representatives appointed by the Coast District Management Association (CDMA) of the College Unit

TOTAL: 13 members

Advisor: Chancellor or designee

*In special circumstances, the Chancellor shall appoint this representative.

The Committee members shall select the Search Committee chair.

The Search Committee shall endeavor to recommend 3 to 5 unranked finalists it feels are best qualified for the position to the Selection Committee. If in the consensus of the Search Committee through the Chair is that fewer than 3 candidates would be advanced to the Selection Committee, it can recommend (a) a new search and a reopening announcement, or (b) that a reopening be deferred for a period of time. The Coast Community College District is committed to achieving diverse representation in candidate pools and in Selection Committees.

The Selection Committee shall consist of the five (5) elected Trustees, with the advice of the Chancellor.

Responsibilities

The Chancellor is responsible for:

1. After seeking input from the members of Chancellor's Cabinet, determining position needs and making such determinations as recommendations to the Board of Trustees.
2. Supporting the pursuit of diversity throughout the entire Search and Selection processes.
3. Articulating the District's needs regarding the position to the Search and Selection Committee Members.
4. Assisting the Search Committee in the creation of the position announcement for all positions except Chancellor.
5. Ensuring the integrity of the procedures established by this Policy.

The Vice Chancellor for Human Resources is responsible for:

1. Developing Search and Selection procedures that support this Policy.
2. Providing training to all members of Search and Selection Committees to ensure that the activities of the committees comply with applicable state and federal laws and regulations, this Policy, and the Human Resources search and selection procedures developed to support this Policy. This training will include providing each member of the Search and Selection Committees with a written copy of the District Executive Management Hiring Policy and the Human Resources Search and Selection procedures.
3. Supporting the Coast District's pursuit of diversity in the hiring of employees
4. Facilitating the implementation of the procedures established by this policy, including being a resource to the Search and Selection Committees when requested to do so by a committee or committee member.
5. Ensuring that only applications that are received by the closing date of the position are forwarded to the Search Committee.
6. Coordinating the recruitment/advertising campaign for the position.

7. Providing logistical and clerical support as needed to the Search and Selection Committees.
8. Reviewing the paper-screening criteria and interview questions for the Search Committee, and the interview questions for the Selection Committee to ensure compliance with local, state, and federal laws.
9. Coordinating the reference-checking phase of the Selection process.

The Search Committee members are responsible for:

1. In consultation with the Chancellor, creating the recommended position announcement/job description. The creation of the position announcement/job description will include the determination of the minimum and desired qualifications for the position. For the position of Chancellor, the position announcement/job description will be created in consultation with the Board of Trustees.
2. Supporting the pursuit of diversity throughout the Search process.
3. Selecting the Chair of the committee.
4. In consultation with the Vice Chancellor for Human Resources, determining the calendar plan for the steps in the search process, including the days and times of all committee meetings and an interview schedule that is sensitive to the needs of applicants and meets the needs of every member of the Selection Committee.
5. Reviewing all applications to determine the minimum qualifications for the position have been met.
6. Determining paper-screening criteria based upon the position's required and desired criteria as stated in the position announcement and paper-screening each application that meets the minimum qualifications for the position. Applications that do not meet the minimum qualifications as stated in the position announcement shall not be considered by the Search Committee.
7. Determining which applicants will be invited to an interview based upon the accumulated results of the paper-screening process.
8. Determining interviewing criteria.
9. Interviewing each interviewed applicant equivalently, respectfully, and conscientiously.
10. Discussing the relative strengths and weaknesses of the applicants interviewed. Professional experience by individual committee members with applicants shall be shared by committee members as a part of this discussion.
11. Recommending the most highly qualified applicants to the Selection Committee. If the Search Committee is unable to recommend a minimum of three (3) applicants to the Selection Committee, the position will be reopened for additional applicants.

12. Excusing committee members for the remainder of the process if they are unable to attend every meeting and interview.

13. Respecting the confidentiality of the Search process.

The Chair of the Search Committee is responsible for:

1. Setting agendas and conducting all meetings of the committee.
2. Representing the Search Committee to the Vice Chancellor for Human Resources, the Chancellor, and the Board of Trustees.
3. Serving as the Search Committee's representative to the Selection Committee.

The Selection Committee members are responsible for:

1. Respecting the work of the Search Committee by interviewing every applicant forwarded by the Search Committee for their consideration.
2. Supporting the pursuit of diversity during the Selection process.
3. Creating interview questions for the finalist applicants.
4. Developing an interview schedule that is sensitive to the needs of applicants and meets the needs of every member of the Selection Committee.
5. Interviewing all applicants equally, respectfully, and conscientiously.
6. Recognizing that the Search Committee did not have access to any reference checking information provided to the Selection Committee.
7. Respecting the confidentiality of the Selection process.
8. Selecting the candidate who best fulfills the requirements of the position.

Adopted November 19, 2007

Revised April 15, 2009

Revised April 22, 2009

Revised xx/xx/xxxx

Replaces CCCD Policy 05-1-17.1, Spring 2011

Coast Community College District

BOARD POLICY

Chapter 4

Business Operations

BP 4611 Injury and Illness Prevention Program

It is the policy of the ~~Coast Community College District (CCCD)~~ to have a safe and healthful work place for its students, faculty, administrators, staff, and visitors. To that end, ~~CCCD the District is adopting~~ **has in place** an Injury and Illness Prevention Program (IIPP).

The District and its management are dedicated to providing a safe and healthy work place. The prevention of accidents is considered to be an integral part of the District's operation and all reasonable efforts will be made to assure a safe environment and to always be in compliance with federal, state, and local safety regulations.

It shall be the duty of all District personnel to assist in the proper use and adequate maintenance of District buildings, grounds, installations, and instructional equipment by reporting to the proper District authority all misuse, inadequate maintenance, risks or hazards that they observe. A program of preventative maintenance will be defined and implemented to assure maximum benefit from initial investments and from budgeted maintenance funds. Health and safety factors shall be given prime consideration in the installation, operation, and maintenance of plant facilities and operating equipment.

Employees are expected to obey safety rules, follow established safe work practices, exercise caution in all their work activities, and to immediately report any unsafe conditions to their supervisor. Employees at all levels of the organization who are responsible for correcting unsafe conditions will do so.

Adopted March 4, 1992

Replaces CCCD Policy 040-14-1, Spring 2011

Coast Community College District
BOARD POLICY
Chapter 4
Business Operations

BP 6200 Budget Preparation

Education Code Section 70902(b)(5) Title 5, 58300 et seq.

Each year, the Chancellor or designee shall present to the Board a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with state law and regulations, and provide adequate time for Board study.

Budget development shall meet the following criteria:

- The annual budget shall support the District's master and educational plans.
- Assumptions upon which the budget is based shall be presented to the Board for review. By May 1st of each year, the Board will be provided with a schedule that includes dates for the presentation of the tentative budget, required public hearing(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Board regarding the proposed budget or any item within the proposed budget.
- **The District's annual Adopted Budget shall include an undesignated reserve fund to help ensure that the District will be in a positive cash position at the end of the fiscal year. ~~Unrestricted general reserves shall be between 3% and 5%~~ The District will endeavor to develop a budget with a reserve amounting to seven percent of prior year unrestricted actual expenditures. In no case shall the Board adopt a budget reserve of less than five percent of unrestricted general fund revenues. The intent of the reserve is to address emergencies or catastrophic issues that may arise during the course of the year.**
- Changes in the assumptions upon which the budget is based shall be reported to the Board in a timely manner.

Adopted February 5, 2003
Replaces CCCD Policy 040-1-2.1, Fall 2010

Coast Community College District
BOARD POLICY
Chapter 4
Business Operations

BP 6541 Insurance Brokerage

The ~~Coast Community College District~~ Chancellor or designee, shall from time to time, **shall** seek proposals from qualified insurance brokers, **third-party administrators, joint power authorities, or other insurance pooling entities** to provide all or a part of the District's insurance needs.

A qualified insurance broker shall be one who is licensed by the California Department of Insurance.

Adopted October 16, 1985

Replaces CCCD Policy 040-4-1, Spring 2011

Coast Community College District
BOARD POLICY
Chapter 4
Business Operations

BP 6542 Limited Authority to Settle Liability Claims

Education Code 72502, 81602
Government Code 935.4, 949

The Vice Chancellor, Administrative Services, or his/her designee, is authorized to settle claims on behalf of the District in the amount of \$5,000 or less without prior Board approval, **following review and recommendation by the District's Office of Risk Management.** ~~upon recommendation of the District's Liability Claims Administrator.~~

Semi-annually, the ~~Department of Administrative Services~~ **Division** will prove for the Board all settlements made under ~~the policy~~ **this Policy** during the previous six months, indicating the nature of the claim and the amount of the settlement.

Adopted July 22, 1992
Revised February 4, 1998
Replaces CCCD Policy 040-4-2, Spring 2011

Coast Community College District
BOARD POLICY
Chapter 4
Business Operations

BP 6600 Capital Construction

Education Code Section 81820
Title 5, Section 57150 et seq.

The Chancellor or designee is responsible for planning and administrative management of the District's capital outlay and construction program.

District construction projects shall be supervised by the Chancellor or designee. The District shall monitor the progress of all construction work, including inspection of workmanship, completion of work to meet specifications, and the suitability of proposed changes to the scope and original design of the work.

The ~~Board~~ **District** shall approve and submit to the Board of Governors a five-year capital construction plan as required by law. The Chancellor or designee shall ~~annually~~ update the plan **annually** and present it to the Board **of Trustees** for approval. The plan shall address, but is not limited to, the criteria ~~contained in~~ **as required by law**.

Adopted February 5, 2003
Replaces CCCD Policy 040-1-1.3, Fall 2010



CLINICAL TRAINING AFFILIATION AGREEMENT

(Without School Instructor on Hospital Premises)

This Agreement is entered into on July 1, 2012 by and between Mission Hospital ("Hospital") and Children's Hospital at Mission ("CHM"), a California nonprofit public benefit corporation, and Orange Coast College, Coast Community College District ("School").

RECITALS

A. Hospital is a California nonprofit public benefit corporation that operates a general acute care hospital accredited in accordance with the standards of the Joint Commission and licensed by the Department of Health Services.

B. School is an institution of higher learning authorized pursuant to California law to offer health care program(s) and to maintain classes and such program(s) at hospitals for the purpose of providing clinical training for students in such classes.

C. Hospital operates clinical facilities within Hospital which are suitable for School's clinical training programs ("the Program(s)") in the area of Cardiovascular Technology, Diagnostic Medical Sonography, Emergency Medical Technology, Neurodiagnostic Technology, Nutrition Care/Dietetic Technology, Polysomnography, Radiologic Technology, and Respiratory Care Technology. School desires to establish the Program(s) at Hospital for the students of the School enrolled in the Program(s). Hospital desires to support the Program(s) to assist in training students of School.

D. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Program(s) at Hospital.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and for such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

I. RESPONSIBILITIES OF SCHOOL

1.1 Academic Responsibility. School shall develop the Program(s) curriculum and shall be responsible for offering health care education Program(s) eligible, if necessary, for accreditation and approval by any state board or agency.

1.2 Number of Students. School shall designate and notify Hospital of the students who are enrolled and in good standing in the Program(s) to be assigned for clinical training at Hospital in such numbers as are mutually agreed upon between Hospital and School. School and Hospital will also mutually agree to the dates and length of the Program(s).

1.3 Orientation. School shall provide orientation to all students and ensure that all students receive clinical instruction and have necessary basic skills prior to the clinical experience

at Hospital.

1.4 Discipline. School shall be responsible for counseling, controlling, disciplining and all activities of students at Hospital.

1.5 Documentation. School shall maintain all attendance and academic records of students participating in the Program(s). School shall implement and maintain an evaluation process of the students' progress throughout the Program(s).

1.6 Health Clearance. School shall ensure that each student complies with Hospital's requirements for immunizations and tests, including but not limited to an annual health examination, rubella and rubeola titre, mumps, DT, tuberculin skin test, influenza immunization (required annually) or declination statement and chest x-ray if determined appropriate by Hospital. School shall also ensure that students follow Hospital's policies and procedures regarding blood-borne pathogens including but not limited to universal precautions.

1.7 Hospital Policies and Procedures. School shall ensure that each student is aware of and understands all applicable Hospital policies and procedures and shall require each student to conform to all such Hospital policies, procedures, regulations, standards for health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of Hospital and School. School shall instruct students that they are not permitted to interfere with the activity or judgment of the health care providers at Hospital in administering care to patients in the context of training.

1.8 Supplies and Equipment. School shall provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the Program(s). School shall also be responsible, as between Hospital and School, for the cost of travel expenses and transportation, if any, incurred by students as a result of the Program(s).

1.9 Confidentiality. School shall instruct students regarding confidentiality of patient information. No student shall have access to or have the right to review any medical record or quality assurance or peer review information except where necessary in the regular course of the Program(s). School shall ensure that all students maintain the confidentiality of any and all patient and other information received in the course of the Program(s). Further, School shall ensure that students do not discuss, transmit, or narrate in any form any patient information of a personal nature, medical or otherwise, except as a necessary part of the patient's treatment plan or the Program(s).

1.10 Insurance. School shall ensure that all students maintain professional liability insurance coverage (either independently or as an additional insured on School's policy) at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School agrees to maintain professional and comprehensive general liability insurance at a minimum of One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) in aggregate throughout the course of this Agreement. Further, School shall ensure that such policies provide for notification to Hospital at least thirty (30) days in advance of any material modification or cancellation of such coverage. School also agrees to maintain statutory Workers' Compensation coverage on any individuals characterized as employees of School working at Hospital pursuant to this Agreement at all times during the course of this Agreement. School shall provide certificates evidencing all coverage referred to in this section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis except that, with respect to students, such evidence will be provided prior to the date when any new student commences participation in the Program(s).

1.11 Indemnification. Except as otherwise may be provided in this Agreement, each party shall indemnify, hold harmless and defend the other party from any and all loss, liability, claim, lawsuit, injury, expense or damage whatsoever including but not limited to attorneys' fees and court costs, arising out of, incident to or in any manner occasioned by the performance or nonperformance by such indemnifying party, its agents, employees, servants, or subcontractors, of any covenant or condition of this Agreement or by the negligence, improper conduct or intentional acts or omissions of such indemnifying parties, its agents, employees, servants, or subcontractors.

1.12 Accreditation. School shall at all times during the course of this Agreement be licensed or qualified to offer the Program(s) to students.

2. RESPONSIBILITIES OF HOSPITAL

2.1 Access. Hospital shall permit nonexclusive access to the Program(s) to those students designated by School as eligible for participation in the Program(s) at Hospital provided such access does not unreasonably interfere with the regular activities at Hospital. Hospital agrees to provide qualified students with access to clinical areas and patient care opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of Hospital patients.

2.2 Implementation of Program(s). Hospital agrees to cooperate with and assist in the planning and implementation of the Program(s) at Hospital for the benefit of students from School.

2.3 Instruction. Hospital shall instruct students in their clinical training at Hospital with the supervision of a fully licensed professional, if applicable, relevant to the students' specific course of clinical training.

2.4 Accreditation. Hospital shall maintain Hospital so that it conforms to the requirements of the California Department of Health Services and the Joint Commission.

2.5 Patient Care. Pursuant to the California Code of Regulations ("CCR"), Title 22, Section 70713, Hospital understands and agrees that Hospital, with its Medical Staff, retains professional and administrative responsibility for Services rendered to Hospital patients. Further, Hospital shall conduct its activities in providing Services hereunder consistent with relevant law and regulation, the Medical Staff Bylaws, the Medical Staff Rules and Regulations, Hospital policy and procedures, Emergency Medical Treatment and Active Labor Act ("EMTALA"), Title 22, the standards and requirements under the Joint Commission, professional standards, Hospital philosophy and values and the Ethical and Religious Directives for Catholic Health Facilities. The parties understand and agree that this provision is intended to fulfill requirements of the Joint Commission and state law and is not intended to modify the independent contractor relationship nor indemnification requirements between the parties herein.

2.6 Space and Storage. Hospital agrees to provide students with classroom space within Hospital and an acceptable amount of storage space for School's instructional materials for use in the Program(s) subject to reasonable availability.

2.7 Removal of Students. Hospital shall have the absolute right to determine who will administer care to its patients. In the event that any student, in the sole discretion of Hospital, fails to perform satisfactorily, fails to follow Hospital policies, procedures and regulations, or fails to meet Hospital standards for health, safety, security, cooperation or ethical behavior, Hospital shall have the right to request that School withdraw the student from the Program(s). School shall comply with Hospital's request within five (5) days of receipt of notice from Hospital. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat

to patient safety or personnel, Hospital may immediately exclude any student from Hospital until final resolution of the matter with School.

2.8 Documentation. Hospital agrees to make available to qualified students of School a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules. Such copy is available at Hospital's facility for review.

2.9 First Aid. Hospital shall be available to provide necessary emergency health care or first aid, within its capacity, to students participating in the Program(s). Any emergency health care or first aid provided by Hospital shall be billed to the student at Hospital's normal billing rate for private-pay patients. Except as herein provided, Hospital shall have no obligation to furnish medical or surgical care to any student.

2.10 Statement of Adequate Staffing. Hospital acknowledges that it has adequate staffing and that students participating in the Program(s) shall not be substituted for Cardiovascular Technology, Diagnostic Medical Sonography, Emergency Medical Technology, Neurodiagnostic Technology, Nutrition Care/Dietetic Technology, Polysomnography, Radiologic Technology, Respiratory Care Technology staff necessary for reasonable staffing coverage.

2.11 Authority. Hospital shall maintain at all times full authority over and responsibility for care of its patients and may intervene and/or redirect students when appropriate or necessary.

3. RELATIONSHIP OF THE PARTIES

3.1 Term. This Agreement shall commence as of the effective date of this Agreement and shall remain in full force and effect for three (3) years unless otherwise terminated as provided herein.

3.2 Termination. Either party may terminate this Agreement with or without cause upon thirty (30) days prior written notice to the other party. To the extent reasonably possible, Hospital will attempt to limit its termination of this Agreement without cause so as to allow the completion of student training for the then current academic year by any student who, at the date of mailing of said notice by Hospital, was satisfactorily participating in the Program(s).

3.3 Relationship of Parties. In the performance of the obligations under this Agreement, it is mutually understood and agreed that School is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between Hospital and School an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship. Students shall maintain the status of learners and neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between Hospital and any student. Therefore, the parties understand and agree that Hospital is not responsible in any way, directly or indirectly, for any employment-related benefits for students. Such benefits not covered include but are not limited to, salaries, vacation time, sick leave, Workers' Compensation, and health benefits. The sole interest of Hospital is to assure that services to its patients are performed in a competent and satisfactory manner. No relationship of employer and employee is created by this Agreement, and neither School nor any student enrolled in School's Program(s), whether as a shareholder, partner, employee, independent contractor, subcontractor or otherwise, shall have any claim under this Agreement or otherwise against Hospital for vacation pay, sick leave, retirement benefits, Social Security, Workers' Compensation, disability or unemployment benefits. School shall indemnify and hold harmless Hospital from any and all liability for fees, compensation, wages and benefits of itself or its students, and from taxes on business income and other costs and expenses of an employer that Hospital would incur if,

contrary to the parties' intention, School or its students are determined to be employees of Hospital.

3.4 Role of Students. It is not the intention of School or Hospital that any student occupy the position of third-party beneficiary of any obligations assumed by Hospital or School pursuant to this Agreement.

3.5 Publicity. Neither School nor Hospital shall cause to be published or disseminate any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program(s) without the prior written consent of the other party.

3.6 Records. It is understood and agreed that all records, other than student evaluation records and information, shall remain the property of Hospital.

4. GENERAL PROVISIONS

4.1 Entire Agreement; Amendment. This Agreement including the attachments and exhibits hereto contains the complete and full agreement between the parties with respect to the subject matter hereof and shall supersede all other agreements relative to the subject matter hereof by and between the parties. This Agreement may be amended but only by an instrument in writing signed by both parties to the Agreement. The parties agree to amend this Agreement to the extent reasonably necessary for Hospital or its affiliates to comply with its tax-exempt bond obligations and covenants, to maintain tax-exempt status, and to qualify for tax-exempt financing.

4.2 Assignment. School shall not subcontract, assign its rights or delegate its duties under this Agreement without the prior written consent of Hospital. This Agreement shall be binding on and inure to the benefit of successors and permitted assigns of each party.

4.3 Compliance. School acknowledges that Hospital's Corporate Responsibility Program ("CRP") applies to the Program and obligations described herein and that all policies and procedures relating to this CRP are available and should be reviewed by School and students of School who are training at Hospital. Hospital acknowledges that policies, procedures and handbooks are available for review by School and School's students by contacting the Compliance Officer at the Hospital. This CRP is intended to prevent compliance violations and to promote education related to fraud, abuse, false claims including but not limited to the Deficit Reduction Act provisions, excess private benefit, and inappropriate referrals. This CRP requires, and School hereby agrees, that any regulatory compliance concerns be promptly reported either to an appropriate Hospital manager or through the Hospital's Corporate Responsibility Hotline (877-808-8133). Further, School represents and warrants that students receiving training hereunder shall not at any time have been sanctioned by a health care regulatory agency and that any investigations of School shall be promptly reported to a Hospital manager or via the hotline (as above). Failure to abide by these compliance requirements shall give Hospital the right to terminate this Agreement immediately at its sole discretion.

4.4 Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any action arising out of this Agreement shall be instituted and prosecuted only in a court of proper jurisdiction in Orange County, California.

4.5 Non-Discrimination. Neither party shall unlawfully discriminate against any student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference. In addition, the parties will fully comply with any and all applicable local, state and federal anti-discrimination regulations, statutes and judicial decisions.

4.6 Notices. Any and all notices permitted or required by this Agreement shall be in writing and shall be deemed to have been duly given (a) on the date personally delivered; (b) three business days after being mailed by United States post, certified and return receipt requested; or (c) one business day after being sent by nationally recognized overnight courier, properly addressed as follows or such other address as may later be designated by the party:

If to Hospital: Mission Hospital
27700 Medical Center Road
Mission Viejo, CA 92691
Attn: Carol Muench, Director of Professional Education

If to School: Kevin T. Ballinger
Dean, Consumer and Health Sciences
Coast Community College District
1370 Adams Avenue
Costa Mesa, CA 92626

With Copy to:
Vice Chancellor Administrative Services
Coast Community College District
1370 Adams Avenue
Costa Mesa CA 92626

4.7 Severability. Any term or provision of this Agreement which is invalid or unenforceable by virtue of any statute, ordinance, court order, final administrative action or otherwise shall be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement.

4.8 Waiver. No assent or waiver, express or implied, of any breach of any one or more of the terms of this Agreement shall be deemed to be a waiver of any other term or condition or assent to continuation of such breach.

Signature page to follow.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

HOSPITAL:

By: _____
Kenneth McFarland
Its President and CEO

Date: _____

SCHOOL: Orange Coast College

By: _____
Kevin Ballinger
Dean, Consumer & Health Sciences

Coast Community College District

By: _____
President, Board of Trustees

Date: _____





DEPARTMENT OF THE NAVY

NAVAL AIR STATION
11001 D STREET SUITE 101
CORPUS CHRISTI, TX 78419-5021

NASCC
1560
Ser N00/049
15 Feb 12

CCC

MEMORANDUM OF UNDERSTANDING
BETWEEN
COMMANDING OFFICER, NAVAL AIR STATION CORPUS CHRISTI
AND
COAST COMMUNITY COLLEGE DISTRICT
(COASTLINE COMMUNITY COLLEGE)

Subj: MEMORANDUM OF UNDERSTANDING (MOU) FOR VOLUNTARY EDUCATIONAL
SERVICES (MOU 09697-20110811-0025)

Ref: (a) DODINST 4000.
(b) CNICINST 4000.1
(c) DOD DIRECTIVE 1322.08
(d) DODINST 1322.25
(e) SECNAVINST 1560.4
(f) OPNAVINST 1560.9
(g) BUPERSINST 1780.1
(h) Memorandum of Agreement 09697-2008-00216-05-14

Encl: (1) Definitions
(2) Academic Institution (AI) Program Offerings and Logistic
Items
(3) On-Base Programs, Naval Air Station Corpus Christi

1. Purpose. To provide guidelines for the delivery of educational and advisement services to active duty personnel, reservists, retired military personnel and Department of Defense employees, the adult family members of these categories, and other eligible civilians having access to Naval Air Station Corpus Christi (NASCC).

2. Background.

a. References (a) and (b) define the process for the Navy to enter into agreements for services with other parties.

b. References (c) to (f) define policy for the Voluntary Education Program and its support.

c. Reference (g) refers to educational benefits to Service Members and veterans.

d. This document supersedes reference (h).

3. Scope. This MOU defines the relationship between NASCC Commanding Officer, herein referred to as the Installation Commanding Officer (ICO), and Coastline Community College (CCC), herein referred to as the Academic Institution (AI), for specified educational services on board the installation. The AI in this MOU provides educational programs via on-base classes at NASCC.

4. Period of Performance. The duration of this MOU shall not exceed six (6) years from the date of the last approving signature.

5. Responsibilities.

a. NASCC will:

(1) Determine the local voluntary education program needs for the military population to be served in accordance with Navy College Program policy and for selecting the off-duty educational programs to provide on base. In partnership with the AI, shall provide support essential to operating effective educational programs. All services provided will be commensurate with the availability of resources (personnel, funds, equipment). This support includes office spaces, classrooms, utilities, furnishings, custodial service, and vehicle parking.

(2) Assist in publicizing the AI education programs encompassed by this MOU within the geographical area of the installation. Assistance may include use of the Base Plan of the Week, newspapers, and other appropriate internal media. All publicity input shall be submitted by the AI to the ICO and Director of the Navy College (DNCO) before dissemination. AI staff may be invited to accompany education staff to activities such as Command Indoctrination Programs and General Military Training (GMT) sessions. AI will assume responsibility for the reproduction and distribution of publicity to the Navy College Office, which will ensure local distribution.

(3) Designate the DNCO as the principal agent for the ICO on matters pertaining to the voluntary education program. The DNCO will be the primary point of contact with the AI on program evaluation, logistics issues or items concerning the delivery of academic services. The DNCO will also provide education counseling for military personnel.

(4) The DNCO will provide instructions/coordination to the AI on services/rules of the installation.

(5) Apprise CCC of any changes to services which could impact this agreement.

b. CCC will:

(1) Provide academic services and assistance to personnel of the United States Armed Forces serving on active duty onboard NASCC, Texas as well as other authorized "students" (See Definitions, enclosure (1)).

(2) Comply with instructions/guidance provided by NASCC, especially in regards to safety/security/environmental requirements.

(3) Provide the following items to the DNCO prior to initiating provision of academic services:

(a) A copy of the accrediting letter from the appropriate institutional accrediting body indicating the most recent accrediting status for the AI.

(b) A copy of the applicable State Education Agency approval for the AI to offer programs at NASCC.

(c) A copy of the type and scope of programs and courses to be offered. This attachment must include course descriptions, specific provisions for quality review of courses and programs, admission standards, and transfer of credit policies.

(d) A copy of the AI procedures for approving faculty and for providing academic advisement for students.

(e) Copies of the AI's tuition, fees, and refund policies.

(f) The AI's policy for acceptance of College Level Examination Program (CLEP) General and Subject exams, Defense Activity for Non-Traditional Education Support (DANTES), DANTES Subject Standardized Test (DSSTs), and Excelsior College Examination (ECE) Program, to include minimum passing scores and the maximum amount of CLEP/DANTES/ECE credits accepted.

(g) Verification of membership in Service Members Opportunity College Navy (SOCNAV) and inclusion of the degrees offered on base in the SOCNAV Network. If not already a member of SOCNAV, the AI shall submit a copy of their application for membership.

(h) A copy of the AI implementing instructions to transmit degree completion data to the Navy College Management Information System (NCMIS).

6. Other Provisions.

a. Limitations. This MOU is not to be construed in any way as giving rise to a contractual obligation of Navy funds to the AI, which would be contrary to federal law.

b. The following provisions pertain to procedures and places where academic services will be provided:

(1) Advisement services will be provided in an office space designated in Building 1731.

(2) Advisement services will be provided between the hours of 0800 and 1600 a minimum of one day per week except when that day falls on a Federal Holiday. Any deviation to said hours shall be coordinated through the DNCO.

(3) The AI will maintain a visitors log and submit it to the DNCO on a monthly basis.

(4) Group briefings or presentations made onboard the installation by a representative of the AI will be coordinated through the DNCO.

(5) The AI representative may solicit enrollments in any academic program except those in enclosure (3), which are offered onboard the installation by other AI's.

(6) Utilities and office space will be provided by the installation.

(7) The AI will use commercial phone lines in its conduct of business. All costs for commercial phone lines will be paid by the AI.

(8) All publicity generated by the AI will be coordinated through the DNCO or the installation's Education Services Officer.

(9) All personnel employed by the AI will adhere to U.S. Government and local base regulations regarding standards of conduct and security. Employees of the AI will fulfill local base requirements established as a condition of entry to the installation.

(10) The AI agrees that salaries to employees will not be based upon the number of persons solicited or enrolled in their programs. This includes, but is not limited to, paying commissions, bonuses, or any other incentive award(s) to induce students to enroll in the AI's particular programs.

c. This MOU contains the entire understanding between the parties hereto relating to the subject matter contained herein and supersedes any prior agreements, arrangements, communications or representations, whether oral or written. This agreement may not be amended, altered, modified or changed except in writing signed by both parties hereto.

d. The contract clauses of the Federal Acquisition Regulations (FAR) listed hereinafter are an integral part of this agreement. The complete texts of the listed FAR's are available in the office of the Commanding Officer or any Navy Regional Counsel Office:

- (a) FAR 52.203.3 GRATUITIES
- (b) FAR 52.222-26 EQUAL OPPORTUNITY
- (c) FAR 52.203-05 COVENANT AGAINST CONTINGENT FEES (1958 JAN)
- (d) FAR 52.222-36 AFFIRMATIVE ACTION HANDICAPPED
- (e) FAR 52.237-2 PROTECTION OF GOVERNMENT BUILDING
- (f) FAR 52.228-5 WORK ON GOVERNMENT INSTALLATIONS

7. Points of Contact.

NASCC:

John Collis
 Director, Navy College Office
 Phone: (361) 776-1287
 Email: john.collis@navy.mil
 Address:
 10461 D Street
 Building 1731
 Corpus Christi, TX 78419-5018

CCC

Jocelyn Groot
 Dean, Military Contract Programs
 Phone: (714) 241-6161
 Email: jgroot@coastline.edu
 Address:
 Coastline Community College Center
 11460 Warner Avenue
 Fountain Valley, CA, 92708

8. Disputes. Except as otherwise provided in this agreement, any dispute concerning an interpretation of, or a question of fact arising under this MOU or its application, which is not disposed of by mutual consent, shall be decided by the ICO who shall relay his/her decision to writing and mail or otherwise furnish a copy to the AI. The decision of the ICO shall constitute final administrative action as to matters so arbitrated.

9. Modification.

a. This MOU may be amended only by mutual consent of both parties in writing, unless either party is required to change the MOU by statutes, executive order, directive, or other government requirement. A lead time of 180 days is required.

b. Changes in AI policy that are inconsistent with the provisions of this MOU or Navy College Program policy may be cause for review, renegotiation, or cancellation.

c. Changes made by mutual written consent of both parties will be recorded and published as addenda to this MOU.

10. Termination.

a. This MOU may be terminated by either party, upon written notice given not less than 180 days prior to the requested termination date, unless both parties mutually agree to a lesser period in

writing, but not to be earlier than the term in progress. In addition, the AI shall not admit new students into degree programs after a notification of termination is executed by either party. AI must have in place a degree completion plan for each student officially enrolled in a degree plan at the time of termination.

b. The AI's loss of accreditation will result in the termination of this MOU to be effective at the end of the academic term in progress.

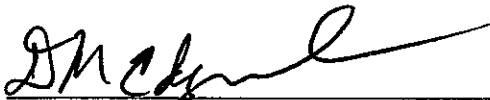
11. Financial Consideration. All services described in this MOU to be provided by NASCC shall be delivered on a common service, non-reimbursable basis, subject to resource capabilities. Special needs requested by the AI, determined by NASCC to cost above and beyond the common service level may be provided on a reimbursable basis, subject to availability of such services and approval.

12. Effective Date. Upon completion of approving signatures and shall remain in force for up to six (6) years from effective date. Modifications/Terminations can be executed prior to the expiration date if mutual consent is provided by both parties. This MOU will be reviewed as documented within the agreement, but not to exceed three years from the effective date. Either party requiring termination shall not provide the basis for any claim against the U.S. Government.

13. Approval.

NAVAL AIR STATION CORPUS CHRISTI

COAST COMMUNITY COLLEGE DISTRICT
(Coastline Community College)



D. M. EDGECOMB, CAPT, USN
Commanding Officer
Date: 15 / FEB / 2012

Jerry Patterson
President, Board of Trustees
Date: / /

NAVY REGION SOUTHEAST

S. D. BLAISDELL, CAPT, USN
Chief of Staff
Date: / /

WADE RICE, CIV
COMPTROLLER
Date: / /

DEFINITIONS

1. Academic Institution (AI). The Coastline Community College providing educational services on board NASCC.
2. Catalog or Bulletin. A specific document by which the AI publicly announces the conditions for enrollment and program/course offerings.
3. Installation Commanding Officer (ICO). The Commanding Officer or his or her designated representative at NASCC.
4. Director of the Navy College Office (DNCO). The principal advisor on off-duty education matters.
5. Course. An instructional unit, delivered through a variety of media or formats.
6. Fees. Those amounts payable by the student, which are directly related to enrollment in the AI or to a specific course delivered by that AI.
7. Military Installation Voluntary Education Review (MIVER). A third party, which evaluates voluntary education programs as they are implemented and operated on installations.
8. Site Director, Coastline Community College (CCC). Single person responsible for executing this agreement for the AI, employed by the AI on the installation.
9. Resident Center Office. The office(s) in which the AI provides educational services in a regular or part time capacity on the installation.
10. Student.
 - a. Military personnel (active and reserve).
 - b. Retired military personnel.
 - c. Department of the Navy and Department of Defense civilian employees.
 - d. Family members of any of (a) through (c).
 - e. Other civilians on a space available basis when civilian enrollment is in the best interest of the base program.
11. Term. The period of time into which the academic year is divided.
12. Term schedule. A listing of courses, dates, times offered, instructors, and room assignments.

13. Tuition. The amount of money charged the student by the AI for instruction per semester hour, quarter hour or unit, not including fees or texts.

14. Advisement services. Academic counseling to explain college degree options and requirements, enrollment procedures, and financial aid information.

Academic Institution (AI) Program Offerings and Logistic Items

1. Program Offerings.

a. Membership in Service Members Opportunity Colleges Navy (SOCNAV). The AI hereby agrees to become a member of SOCNAV. The AI shall agree to SOCNAV principles and criteria. If not a member when this agreement is signed, the AI must be accepted for membership in SOCNAV within six months of the signatures on this agreement or this agreement becomes null and void. Application for SOCNAV membership shall include submitting the degrees offered on base for inclusion in the SOCNAV Degree network.

b. The AI shall provide the necessary instructional and administrative personnel to deliver courses leading to the attainment of the degree(s) referenced in paragraph 1.e. below.

c. The AI shall provide academic counseling to all eligible personnel who visit their resident office, and be flexible in accommodating special military schedules.

d. Priorities for class enrollment shall be as follows:

- (1) Military personnel (active and reserve)
- (2) Retired military personnel
- (3) DOD civilian employees
- (4) Adult family members of (1) through (3)
- (5) Other civilians on a space available basis

e. The AI will offer the following degrees at NASCC:

- (1) Associates of Applied Science, General Studies
- (2) Associates of Applied Science, Business Studies; etc.
- (3) When mutually acceptable to the ICO and the AI, additional degrees that are approved may be added to this MOU by an addendum.

f. The AI shall develop a long-range schedule in coordination with the DNCO and maintain an ongoing two-year schedule of course offerings in support of on-base degree programs as mutually agreed upon by the ICO and the AI.

2. Library Support. The AI shall provide and arrange for library resources and other academic references and research resources in print or on-line format, whichever is appropriate or necessary to

support the courses offered. Neither the AI, nor the ICO guarantee a library on base. At a minimum, the AI will include electronic access to the main campus library materials, and professional services, as well as periodicals and books, especially when an on-base library is not available. Where there is an on-base library and access is not available, the AI will make Inter-Library Loan (ILL) processes available through the on-base library. The installation professional librarian (IPL), where available, will have full access to these services, as well as the online ILL system, acting as an intermediary for military personnel in the ILL process. Acquisitions to be placed at NASCC will be approved by the DNCO, before being accepted.

3. Course Terms. The AI shall offer and prepare a term schedule of courses to be offered each calendar year, or as mutually agreed upon by the ICO and the AI.

4. Publicity. The AI shall be responsible for preparation of publicity of a general nature concerning programs offered by this MOU. All publicity input shall be submitted by the AI to the DNCO prior to dissemination in accordance with paragraph 5.a.(2). Provision of funds for funded publicity/marketing by AI program(s) is the sole responsibility of the AI.

5. Resident Campus Credit. The AI shall guarantee that students completing courses for credit will receive resident campus credit.

6. Credit for Previous Training.

a. Applicants matriculated at CCC will receive an official evaluation of all previous work including military experience and DANTES exams.

b. The AI shall award credit as appropriate for degree option, for military school and experience as recommended by the American Council on Education.

7. Service Members Opportunity College Navy (SOCNAV).

a. The AI shall complete an unofficial evaluation of military experiences, prior college courses, and CLEP/DSST/ECE exams upon request for all potential active duty students.

b. Within sixty days after completing two courses with the college, the AI shall complete an official evaluation of military experiences, prior college courses and CLEP/DSST/ECE exams in accordance with SOCNAV/ Service Members Opportunity Colleges Marine Corps (SOCMAR) Degree network guidelines and principles. After the student has paid the matriculation fee (if required), arranged for submission of prior college transcripts, has submitted a Sailor/Marine/ACE Registry Transcript (SMART), and other military documentation deemed appropriate by the AI, the college shall

complete a formal evaluation of the student's prior learning on the SOCNAV Student Agreement form. Copies of the evaluation will be provided to the student, the DNCO, and SOCNAV or SOCMAR.

8. Admission. The AI guarantees that admission standards and requirements for students admitted to courses specified in this agreement shall not exceed those of applicants seeking admission to the classes conducted on the AI's main campus.

9. Veterans Assistance.

a. The AI shall be responsible for obtaining Veterans Administration (VA) determination governing approval of programs specified in this agreement and the normal education allowance applicable (based on certification of one, two or more courses per term) based on half-time, three-quarters time, or full-time attendance. The AI shall provide a copy of the applicable determinations to the ICO.

b. The AI shall advise eligible prospective students of their benefits under the auspices of the VA. The AI shall maintain VA benefit records. The AI shall ensure prompt and deliberate response to student inquiries regarding VA funded education benefits. The student retains responsibility for monies owed to the AI.

10. Diploma(s)/Degree(s)/Graduation.

a. The AI shall issue, at no cost to the government, Certificates(s) of Completion, diploma(s), and/or degree(s) to each student who completes the program requirements and has met all financial obligations.

b. The AI shall make no distinction on any credential to reflect that the course(s) or program(s) were not conducted on the home campus.

c. When feasible and in agreement with the ICO and DNCO, the AI should conduct, at no cost to the Government, an annual graduation ceremony. If the AI is within commuting distance of the base, students may attend the on campus graduation. The AI shall be responsible for graduation degrees, publicity, programs, invitations, etc.

11. Data and Reports. The AI shall provide, when requested by the ICO and/or DNCO, and as allowed by law, electronic reports on all students as defined in paragraph 1.d. above, pertaining to courses of instruction completed under this MOU agreement, using the template provided by the ICO and acceptable software application(s). This includes, but is not limited to, tuition assistance transactions, final course grades for students using Tuition Assistance, degrees awarded, certificates earned, SOCNAV/SOCMAR Student Agreements, courses offered, class rosters and military graduation. Requests for

reports may be made at any time, but shall not be later than three years after termination of this MOU. Responses to all requests for reports should be provided within 10 working days of the date of request.

12. Tuition, Fees, and Refund Policy.

a. The AI may amend the tuition and fee structure only after sixty days written notice to the ICO. Tuition and fees cannot be amended for a term already in session.

b. The AI is solely responsible for the collection of monies owed to the AI by its students.

c. The AI shall pay refunds in accordance with the refund policy stated in the AI catalog.

d. Any refund of Tuition Assistance funds will be paid to the Navy. Should the refund exceed the Navy's original Tuition Assistance dollar share, the AI shall pay the excess to the student.

e. In the event a course is cancelled by the AI due to no fault of the U.S. Government, the AI shall refund to the Government and/or the student (in line with paragraph 12.d. above), 100 percent of the tuition and fees paid for the course.

13. Office/Classroom Space.

a. The AI shall utilize only those office spaces and classrooms specifically designated by the DNCO for the AI's use. No class shall be scheduled without a classroom having been previously assigned specifically for that class.

b. The AI shall be responsible for cleaning off desks, cleaning chalkboards/white boards, placing/emptying trash in appropriate receptacles, and returning all furniture to original positions at the close of class.

14. Safety, Damages, and Claims. The AI shall exercise reasonable care to prevent accidents, injury, or damage to employees, students, and property. The AI agrees to indemnify and hold harmless the Government of the United States, its agencies, and instrumentalities, against all suits, actions, claims, costs, or demands for death, personal injury, and property damage to which Government of the United States, its agencies, and instrumentalities might be subjected and/or held liable for damage arising or resulting from the fault, negligence, wrongful act, or omission of the AI, its employees, or agents in the performance of the required services of this agreement.

15. Office Management.

a. The AI Resident Center office will be open for 40 hours per week or as agreed with the DNCO. The established office hours will be strictly adhered to and conspicuously posted and publicized. Change of office hours will be approved by the ICO or DNCO.

b. The AI shall provide all necessary clerical assistance to support its program.

c. The AI shall require that its employees and enrolled students adhere to U.S. Government and base regulations as may be applicable to them concerning standards of conduct. All employees and enrolled students of the AI shall fulfill any local base requirements, which may be established as a condition of entry to the base.

16. Course Schedule.

a. The AI shall prepare a term schedule of all courses to be offered, four weeks prior to the start of the next term. The course schedule shall be approved by the ICO.

b. The AI shall prepare and keep current a projected term schedule of courses to be offered at least for the two terms beyond the current term.

c. Courses shall be made available in a sequential manner to ensure that students have an opportunity to take all of the required courses for graduation.

17. Qualified Instructors. The AI shall provide instructors who meet the criteria established by the AI to qualify as main campus faculty, and who have been certified as qualified to teach the specific course on the main campus. The AI shall not allow any instructor to teach for any term knowing that the instructor may not or will not meet required qualifications.

18. Course Outline. The AI shall develop a standard course outline for each course offered. If requested by the ICO or DNCO, the AI will provide a copy of the course syllabus prior to registration. A copy of the outline will be distributed to each student at the first class meeting.

19. Evaluation/Class Visits. The AI shall maintain attendance rosters and ensure make up classes are scheduled. Periodic class visits will be made by the AI's designated representative. Rosters will be provided to the ICO or DNCO upon request.

20. Counseling. The AI shall provide on-base program guidance to students.

21. Support Equipment.

a. Unless prohibited by the base, the AI shall provide all necessary office equipment including copy machines, facsimile (FAX) machines, and computers.

b. The AI shall provide all classrooms and laboratory support materials to include but not limited to TVs, VCR equipment, overhead projectors, computers, printers, and software.

c. The AI shall provide its own commercial telephone with any installation and relocation at the expense of the AI. Defense Switched Network (DSN) lines will not be given to the AI.

22. Regulation. The AI shall be in compliance with the Federal Education Records and Privacy Act (FERPA), (20 U.S.C. § 1232g; 34 CFR Part 99) when submitting the electronic format for reports and other records as required in paragraph 11., to support this MOU.

23. Program Evaluation.

a. The AI shall permit evaluation of on-base courses and programs by teams of evaluators designated by entities such as state education agencies; Military Installation Voluntary Education Review (MIVER) and the accreditation associations who support the Navy College Program.

b. The AI shall sustain the costs of any and all base visits/evaluations of their program deemed necessary by the state approving authority, MIVER, and the appropriate accrediting association.

24. Security. The AI will coordinate with the installation Pass & Identification Office to ensure that entry credentials for students requiring a badge/pass to attend their classes correspond with class schedule and are returned to the Pass & Identification Office upon completion of training.

**ON-BASE PROGRAMS
NAVAL AIR STATION CORPUS CHRISTI**

1. SAINT LEO UNIVERSITY

- a. Associate of Arts
 - (1) Liberal Arts
 - (2) Business Administration
- b. Bachelor of Arts
 - (1) Management
 - (2) Technology Management
 - (3) Criminal Justice
- c. Bachelor of Science
 - (1) Computer Information Systems

2. EMBRY-RIDDLE AERONAUTICAL UNIVERSITY

- a. Associate of Science
 - (1) Aircraft Maintenance
 - (2) Professional Aeronautics
 - (3) Technical Management
- b. Bachelor of Science
 - (1) Aviation Maintenance Management
 - (2) Professional Aeronautics
 - (3) Technical Management (Logistics)
 - (4) Technical Management (Occ. Safety & Health)
- c. Master of Science
 - (1) Aeronautical Science
 - (2) Management (Air Transportation)
 - (3) Management (General Management)
 - (4) Management (Logistics)

Enclosure (3)



Kendall Hunt

p u b l i s h i n g c o m p a n y

4050 Westmark Drive • P O Box 1840 • Dubuque IA 52004-1840

PERMISSION

Sick Cow, Inc. ("Lender") for the services of Will Ferrell ("Ferrell") hereby grants to Coast Community College District (the "Author") and Kendall Hunt Publishing Company ("Kendall Hunt") a non-exclusive license to use an excerpt from the Harvard commencement speech written by Ferrell as set forth on Exhibit A attached hereto (the "Excerpt") (provided that the Excerpt is used in the context set forth on Exhibit A), in any and all editions in any media and languages throughout the world of the Author's work tentatively entitled Public Speaking: Preparation & Presentation in a Digital World (the "Textbook") scheduled to be published by Kendall Hunt, and in excerpts from the Textbook in any media and languages; provided that Ferrell's name shall not be used as an endorsement of, or to otherwise promote or advertise, the Textbook, Author or Company. For the avoidance of doubt, nothing herein shall be deemed to grant Author or Kendall Hunt permission to use Ferrell's likeness in or in connection with the Textbook except that Author and Kendall Hunt shall be entitled to publish the photograph of Ferrell set forth on Exhibit B attached hereto inside of the Textbook next to the Excerpt for purposes of identifying Ferrell as the author of the speech (but not on the cover or otherwise).

The permission granted herein is irrevocable and shall remain in effect as long as the Textbook remains protected by copyright anywhere in the world. Lender warrants and represents that it is the owner of the Excerpt and has the full right, power and authority to grant the license granted by this permission. Author and Kendall Hunt shall jointly and severally indemnify, defend and hold Lender and Ferrell harmless from and against any claims, losses, liabilities, damages or other expenses incurred by Lender or Ferrell in connection with Author's or Kendall Hunt's development, production or exploitation of the Textbook, other than claims arising as a breach of Lender's representations and warranties set forth above.

ACCEPTED AND AGREED:

SICK COW, INC.

KENDALL HUNT PUBLISHING COMPANY

By: _____

Will Ferrell, President

By: Rena Horstman 2/29/12

Name: Rena Horstman

Its: Permissions Coordinator

COAST COMMUNITY COLLEGE DISTRICT

Attachment 6

By: _____

Name: _____

Its: _____

EXHIBIT A

4.4.3 Use Humor

Humor can help you connect with your audience. Opening your speech with something that makes people smile or laugh can put both you and your listeners at ease. Humor encourages people to think of you as approachable rather than remote. Consider the opening of Will Ferrell's 2003 speech at Harvard on Class Day (the day before graduation).

The Excerpt:

"This is not the Worcester, Mass Boat Show, is it? I am sorry. I have made a terrible mistake. Ever since I left "Saturday Night Live," I mostly do public speaking now. And I must have made an error in the little Palm Pilot. Boy. Don't worry. I got it on me. I got the speech on me. Let's see. Ah, yes. Here we go. You know, when Bill Gates first called me to speak to you today, I was honored. But when he wanted me to be one of the Roxbury guys, I — Sorry, that's Microsoft. I'm sorry about that. Star Trek Convention. No. NRA. NAACP. Dow Chemical. No. But that is a good one. That is a good speech. The University of Michigan Law. Johns Hopkins Medical School. I'm sorry. Are you sure this is not the boat show? No, I have it. I do have it on me. I do. It's here. Thank you.

End Excerpt.

His opening got their attention and made them laugh. Effective humor should be related in some way to the subject of your speech, your audience, or the occasion.

www.shutterstock.com · 73423663



EXHIBIT B



**ACTIONLINE SUPPORT SERVICES AMENDMENT TO
MAINTENANCE AGREEMENT**

SOPHIA HIGHER EDUCATION INC.
4 Country View Road, Malvern, Pennsylvania 19355
FAX Number (610) 578-3700
("ActionLine Provider")

and

COAST COMMUNITY COLLEGE DISTRICT
("Licensee")

This ActionLine Support Services Amendment ("Amendment") amends the parties' latest Maintenance Agreement, or Technical Currency Agreement as applicable, as thereafter amended (the "Maintenance Agreement").

Licensee desires to engage ActionLine Provider to provide ActionLine Support Services for the Mobile Connection software as provided for in this Amendment.

Accordingly, Licensee and ActionLine Provider, intending to be legally bound, agree as follows:

1. **Defined Terms.** Each defined term in the Maintenance Agreement has the meaning given to that term in the Maintenance Agreement whenever the term is used in this Amendment. Other terms used in this Amendment are defined below:

ActionLine Support Services means providing Licensee with Operational Support related to Licensee's on-premise operational use of the Mobile Connection software. ActionLine Support Services will be provided during the hours defined in attached Exhibit 1. All ActionLine Support Services are provided to Licensee on a remote basis.

Commencement Date means the date specified in Exhibit 1 as the Commencement Date, and is the date on which the ActionLine Support Services will begin.

Expiration Date means the date upon which this Amendment ends. For the purposes of this Amendment the Expiration Date will be one (1) year following the Commencement Date of the Amendment unless Licensee elects to continue the ActionLine Support Services for a subsequent one (1) year period in accordance with Section 4 (Term) below.

Notification means a communication to ActionLine Provider's ActionLine by means of: (i) ActionLine Provider's Customer Support Center; (ii) the placement of a telephone call; or (iii) the sending of an e-mail, in each case, in accordance with ActionLine Provider's then-current policies and procedures for submitting such communications.

Operational Support means providing technical and functional assistance with production problems or questions regarding the operation and intended use of the Mobile Connection software. The annual fee includes an unlimited number of service requests. The ActionLine will provide answers and assistance with the production operation and intended uses of the Mobile Connection software. Examples include solving system startup problems, answering questions about configuration options, and troubleshooting if/when the Mobile Connection software is not functioning in accordance with its documentation, including scenarios when it is not functioning correctly with Licensee built extensions. Assistance developing and implementing new Mobile Connection software extensions and applications created by the Licensee is not included in the ActionLine Support Services, but can be contracted separately with ActionLine Provider consulting services.

Attachment 7

Priority One Notification means a Notification in which Licensee reports that it believes that a Documented Defect has caused a full failure of the Mobile Connection software which prevents Licensee from performing critical operations on the day on which the alleged Documented Defect is reported.

Priority Two Notification means a Notification in which Licensee reports that it believes that a Documented Defect has caused a partial failure of the Mobile Connection software which significantly hinders its ability to perform critical operations on the day on which the alleged Documented Defect is reported.

Priority Three Notification means a Notification in which Licensee reports that it believes that a Documented Defect has caused an intermittent failure of, or problem with the Mobile Connection software that causes a significant delay in Licensee's ability to perform operations on the day on which the alleged Documented Defect is reported, but where the processing is not critical to Licensee's operations.

Priority Four Notification means a Notification in which Licensee reports that it believes that a Documented Defect has caused a problem with the Mobile Connection software that does not significantly affect critical operations.

Support Year means each one (1) year period beginning on the Commencement Date or the anniversary of the Commencement Date.

Targeted Response Time means the duration of time within in which ActionLine Provider will strive to respond to ActionLine Notifications.

2. **ActionLine Support Services, Generally.** For the fees provided for in attached Exhibit 1, ActionLine Provider will provide ActionLine Support Services for the Mobile Connection software during the one (1) year period following the Commencement Date. Attached Exhibit 1 specifies the hours during which ActionLine Provider will provide the ActionLine Support Services. For the avoidance of doubt, the Mobile Connection software is not a Baseline Component System and the ActionLine Support Services provided are only those outlined in this Amendment and the accompanying Exhibit 1.

3. **Certain Licensee Obligations.** Licensee must follow the policies and procedures of ActionLine Provider's ActionLine (such as the dialing of a particular phone number, the categorization of a particular problem, etc.) when submitting its Notification.

4. **Term.** ActionLine Support Services Amendment to Maintenance Agreement (the "Agreement") shall terminate by operation of law on September 30, 2012, unless Licensee signs and returns a renewal quotation to ActionLine Provider at least thirty (30) days prior to the expiration of this Agreement. Upon the expiration of this Agreement, ActionLine Provider shall have no further obligation to provide ActionLine Support Services to Licensee. Should Licensee desire to renew ActionLine Support Services for the upcoming Support Year, Licensee must sign and return the ActionLine Provider-issued quotation at least thirty (30) day prior to the expiration of this Agreement. ActionLine Provider will then invoice Licensee for the ActionLine Support Services at the annual fee specified in the signed and returned quotation.

(Continued on the following page)

5. Integration Provision. Except as expressly modified by this Amendment, the Maintenance Agreement remains unchanged and in full force and effect and constitutes the entire understanding of the parties as regards the subject matter hereof and cannot be modified except by written agreement of the parties. By the signatures of their duly authorized representatives below, ActionLine Provider and Licensee, intending to be legally bound, agree to all of the provisions of this Amendment and all Exhibits, Supplements, Schedules, Appendices, and/or Addenda to this Amendment. Both the transaction provided for in and the fees due under this Amendment are non-cancelable, and the amounts paid under this Amendment are nonrefundable, except as provided in this Amendment. By the execution of this Amendment, each party represents and warrants that it is bound by the signature of its respective signatory.

ActionLine Provider

Licensee

BY: _____

BY: _____

PRINT NAME: _____

PRINT NAME: _____

PRINT TITLE: _____

PRINT TITLE: _____

DATE SIGNED: _____

DATE SIGNED: _____

EXHIBIT 1

Licensee: Coast Community College

Commencement Date: ActionLine Support Services will be provided for the initial term of **March 15, 2012, to September 30, 2012**. Thereafter, beginning on **October 1, 2012**, the ActionLine Support Services will renew on a Support Year-to-Support Year basis in accordance with Section 4 of this Amendment.

ActionLine Support Services Fee: **\$12,891**

ActionLine Support Services Hours: Five (5) days per week, Monday through Friday, excluding US national holidays and ActionLine Provider observed holidays, from 8:00 AM to 8:00 PM (Eastern US Time).

ActionLine Provider will use reasonable efforts to respond to Notifications in accordance with the following guidelines, with the time period to be measured beginning with the first ActionLine Provider ActionLine business hour occurring after ActionLine Provider's receipt of the Notification:

Priority One Notifications –two (2) hours or less.

Priority Two Notifications – four (4) hours or less.

Priority Three Notifications – twenty-four (24) hours or less.

Priority Four Notifications – seventy-two (72) hours or less.

For purposes of the above targets, a "response" will mean as an initial contact from a ActionLine Provider representative to Licensee to begin evaluation of the question or problem reported under one of the categories of calls identified above.

997
AKS F Sma
AGREEMENT NUMBER

OCF-01-12IA

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

32ND DISTRICT AGRICULTURAL ASSOCIATION

CONTRACTOR'S NAME

COAST COMMUNITY COLLEGE DISTRICT

2. The term of this **01/01/12** through **12/31/12**
Agreement is:

3. The maximum amount **TRADE VALUE**
of this Agreement is:

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work – To utilize parking lots and the Pacific Amphitheatre in trade at the OC Fair & Event Center ("State") and Orange Coast College ("Coast") as outlined on the following pages. Pages 1 – 4

Exhibit B – Budget Detail and Payment Provisions

Exhibit C – General Terms and Conditions (Attached hereto as part of this agreement) Pages 5 – 8

Check mark one item below as Exhibit D:

☐ Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)

☐ Exhibit - D* Special Terms and Conditions

Exhibit E – Additional Provisions – GIA 101 (Attached hereto as part of this agreement) Page 9

Exhibit F – Insurance Requirements (Attached hereto as part of this agreement) Pages 10 – 11

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.
These documents can be viewed at www.ols.dgs.ca.gov/Standard+Language

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

COAST COMMUNITY COLLEGE DISTRICT

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Jim Moreno, Board President

ADDRESS

**1370 Adams Avenue, Costa Mesa, CA 92626
(714) 438-7444**

STATE OF CALIFORNIA

AGENCY NAME

32ND DISTRICT AGRICULTURAL ASSOCIATION

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Steve Beazley, President & CEO

ADDRESS

88 Fair Drive, Costa Mesa, CA 92626

California Department of General
Services Use Only

Attachment 8

☐ Exempt per:

EXHIBIT A – SCOPE OF WORK

CONTRACTOR AGREES:

STATE PARKING LOT "E"

1. **Dates/Times of Use:** January 2 – June 21 and August 13 – December 21
Monday – Friday 6:00 a.m. to 12:00 a.m.
2. **Purpose:** Overflow parking for Coast students.
3. That in the case of Lot "E" needing to be utilized for an event an alternative lot will be made available by the State.
4. To notify the State of any accident or incident that takes place in the designated parking area.
5. Coast to enforce parking regulations.
6. That Coast vehicles will enter through Gate 3½ off of Arlington Drive to access the lot.

PACIFIC AMPHITHEATRE

1. **Dates/Times of Use:** Set-up: May 21 & 22 8:00 a.m. – 5:00 p.m.; Event: May 23 5:30 p.m. – 7:30 p.m.
2. **Purpose:** Coast Commencement Ceremony
3. **Estimated Attendance:** 6,000 – 7,000
4. Coast to provide light snacks and beverages for after the commencement ceremony.
5. Coast to provide necessary directional signage per the required specifications.
6. Coast to provide ushers.
7. Coast to be responsible for reimbursement of any fees charged by the Costa Mesa Police Department for traffic control purposes.
8. Seating shall be limited to the seated area. No access shall be permitted on the grass berm.
9. To provide \$10,000.00 worth of in-kind trade to be fulfilled by Coast in conjunction with the State's Director of Marketing of the year-round event program and the annual OC Fair as indicated in items 10 – 15.
10. Coast to provide advertising/inclusion in:
 - a. *Coast to Coast* (weekly newspaper)
 - b. *Coast Report* (weekly newspaper)
 - c. Commencement Program
11. Coast to provide a promotional email blast to all Coast accounts and social media announcement of OC Fair dates and Summer Book Drive.
12. To provide campus signage as follows:
 - a. Windmasters (6 key locations)
 - b. Glass display cases (12 locations)

13. Coast to provide link to on Coast web site to the State's web site.
14. Coast to provide brochure distribution as follows:
 - a. Bookstore
 - b. Offices
 - c. Student Center
 - d. Mailboxes
15. Coast to insert Summer Concert Series schedule in Commencement Program.

COAST PARKING LOTS A, B, C, D & E

1. **Dates/Times of Use:** To compensate the State in the manner of trade services with utilization of agreed upon paved areas of parking lots A, B, C, D & E for year round events including but not limited to the following dates:
 - a. April 21, 22
 - b. May 6, 26, 27
 - c. June 22, 23, 24
 - d. July 13 – August 12
 - e. September 15, 16, 22
2. **Purpose:** For State overflow vendor and patron parking during specified year-round events and the annual OC Fair.
 3. To notify the State of any accident or incident that takes place in the designated parking areas.
4. In the occurrence of Lots "A, B, C, D and/or E" needing to be utilized for an event that an alternative lot will be made available by Coast.

COAST ADAMS DIRT LOT

1. **Dates/Times of Use:** June 18 – August 17
2. **Purpose:** For State overflow parking during the annual OC Fair and the Barrett–Jackson event.
3. Coast to notify the State of any accident or incident that takes place in the designated parking area.
4. In the occurrence of Lots "A, B, C, D and/or E" needing to be utilized for an event, that an alternative lot will be made available by Coast.

STATE AGREES:

1. State to barricade State's Lot "E" to allow only one access point off Arlington Drive at Gate 3½.
2. State to ensure that Gate 3½ off Arlington is locked/unlocked daily for the Coast students to enter.
3. State to clean used areas on Coast premises after each day of use to restore to the condition in which the property was received.
4. State to provide security personnel, traffic directors, directional signage, additional lighting, as needed, and portable restrooms during the designated events.
5. State to work with Coast Public Safety to coordinate parking credential enforcement daily during the OC Fair and other dates utilized by the State for overflow parking.
6. State to clean and make suitable for parking of vehicles. The State will coordinate and receive approval from Coast on the cleaning plan.
7. State to provide proper directional signage in State parking lot.
8. State to hold harmless the Coast Community College District from any and all liability during the use of the Coast Adams dirt parking lot during the OC Fair. The State assumes all responsibility and is aware the Adams parking lot is not paved and not striped.
9. State to provide Coast with proof of insurance for the contract period.

The following applies to use of the Pacific Amphitheatre only for the annual Coast Commencement Ceremony:

10. State to provide and pay for the necessary parking services, stage lighting, sound (up to \$5,000.00 only) and curtains.
11. State to provide coordination with Costa Mesa Police Department for traffic.
12. State to provide electronic marquee board one week prior to date of Commencement Ceremony.
13. State to provide and pay for five (5) Security personnel from 4:30 p.m. – 7:30 p.m.
14. State to provide cement bases for flag hanging. Amount and location TBD.
15. State to provide and pay for theatre prep and post event clean-up.
16. State to provide and pay for janitorial personnel.
17. State to have Master Concessionaire sell water and soda during the Coast Commencement Ceremony. Alcoholic beverages will not be available.
18. State to allow Coast to sell Bookstore merchandise at no rent or commission to the State.
19. State to allow Coast to sell flowers at no rent or commission to the State.
20. State to provide electronic copy of OC Fair Summer Concert Series for inclusion in Coast Commencement Ceremony program.

EXHIBIT C – GENERAL TERMS AND CONDITIONS

1. **APPROVAL**: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
 2. **AMENDMENT**: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
 3. **ASSIGNMENT**: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
 4. **AUDIT**: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
 5. **INDEMNIFICATION**: To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the 32nd District Agricultural Association, the OC Fair & Event Center, the State District and their respective agents, directors, and employees from and against all claims, damages, losses, and expenses, of every kind, nature and description (including, but not limited to, attorneys fees, expert fees, and costs of suit), directly, or indirectly, arising from, or in any way related to the performance or nonperformance of this Agreement, regardless of responsibility of negligence; by reason of death, injury, property damage, or any claim arising from the alleged violation of any state or federal accessibility law, statute or regulation, (including but not limited to, the Americans With Disabilities Act, and/or any state, local, successor, or comparable provision of law) however caused or alleged to have been caused, and even though claimed to be due to the negligence of the State. Provided, however, that in no event shall Contractor be obligated to defend or indemnify the 32nd District Agricultural Association, the OC Fair & Event Center, or the State with respect to the negligence or willful misconduct of the 32nd District Agricultural Association, the OC Fair & Event Center, the State, or their respective employees, or agents (excluding the Lessee herein, or any of its employees or agents.)
- The 32nd District Agricultural Association agrees, to the fullest extent permitted by the law, to defend, indemnify and hold harmless the District, its Colleges, its Board of Trustees, officers, directors and employees from any and all claims, suits, actions, damages, judgments and costs, including reasonable attorney's fees.

6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.

7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 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. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

AGREEMENT REGARDING THE IMPOSITION AND PAYMENT OF CAPITAL FACILITIES CAPACITY CHARGES

This Agreement Regarding the Imposition and Payment of Capital Facilities Capacity Charges ("Agreement") is entered into between the Orange County Sanitation District ("OCSD") and _____ ("the District"). The Agreement is effective upon approval of the governing boards of the District and OCSD. OCSD and the District are sometimes individually referred to in this Agreement as each "Party," and collectively referred to as the "Parties."

RECITALS

Whereas, OCSD collects, treats, and disposes of wastewater generated within its boundaries. The District owns and operates properties within OCSD's boundaries, and discharges wastewater from these properties to the OCSD collection, treatment, and disposal system.

Whereas, OCSD levies a fee on property owners known as the "Capital Facilities Capacity Charge" ("CFCC"). OCSD uses CFCC revenues to pay for the capital construction of new facilities to accommodate projected growth. Property owners must pay the CFCC when they (1) newly connect to OCSD's system, or (2) expand the use of property that is already connected to OCSD's system. The requirements for payment of CFCCs are currently set forth in Ordinance No. OCSD-40.

Whereas, OCSD calculates the amount of CFCCs for non-residential properties based on, *inter alia*, the estimated relative demand for water associated with different property uses. OCSD categorizes each non-residential property use as low demand, average demand, or high demand. Currently, the base CFCC charges for low demand uses and average demand uses are Two Hundred and Seventy Nine dollars (\$279) and One Thousand Seven Hundred and Thirty Two dollars (\$1,734), respectively, per 1,000 square feet of a new or expanded structure.

Whereas, Sections 2.11 and 2.12 of Ordinance OCSD-40 specify how CFCCs are calculated for replacement structures and remodeled structures. Under these sections CFCCs are, in effect, based on the net increase in square footage of a replacement or remodeled structure as compared with the previously existing structure.

Whereas, Ordinance No. OCSD-40 currently requires OCSD to adjust the amount of CFCCs annually based on the increase in the Engineering News-Record construction cost index for Los Angeles ("ENR Index") as of December of the prior year. CFCCs are also adjusted periodically based on updates to OCSD's Facilities Master Plan. Each Master Plan identifies the capital improvement projects that will be necessary over the following twenty years to meet OCSD's needs, and the estimated cost of those projects. The CFCCs are based on the cost estimates set forth in the most recent Facilities Master Plan.

Whereas, pursuant to California Government Code Section 54999.3, OCSD and the District have negotiated the terms under which the District will pay CFCCs to OCSD. These terms are set forth in this Agreement.

Attachment 9

AGREEMENT

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Low Demand Category. For purposes of calculating CFCCs, OCSD shall categorize the District's use of property that it owns within OCSD as "low demand."
2. Payment of CFCCs. Effective July 1, 2011, the District shall pay CFCCs to OCSD pursuant to the requirements of Ordinance No. OCSD-40, as those requirements may be amended from time to time through successor ordinances, resolutions, and/or other documents. Without limiting the foregoing, the District acknowledges that the amount of the CFCC may be adjusted annually based on the ENR Index, and otherwise adjusted periodically based on updates to OCSD's Facilities Master Plan, all as described in the Recitals above.
3. Property Leased to Others Non-Education Related Uses. The District acknowledges that Section 1 above does not apply to property that the District leases to another person or entity for a purpose unrelated to education. OCSD may categorize any such property as average or high demand, as appropriate, based on the policies and criteria in place when the CFCC is imposed.
4. Termination. The obligations of the Parties under this Agreement shall terminate if and when OCSD should ever (1) recategorize the District's use of property that it owns as either average demand or high demand, or (2) modify the CFCC requirements such that CFCCs for replacement and remodeled structures are not, in effect, based on the net increase in square footage of a replacement or remodeled structure as compared with the previously existing structure. If the Agreement is so terminated, the District shall remain responsible for CFCCs incurred prior to termination.
5. Attorneys Fees and Costs. The Parties shall bear their own attorneys fees and costs incurred in connection with this matter, including but not limited to fees and costs incurred in connection with the Board Proceeding and the preparation of this Agreement.
6. Notices. Any notice, request, demand, consent, approval or other communication required or permitted hereunder or by law shall be deemed given or made only if in writing and deposited in the United States mail, postage prepaid and addressed to the party for whom intended, addressed as follows, or to such other address as may, from, time to time, be designated by written notice to the other Parties:

To OCSD: Orange County Sanitation District
10844 Ellis Avenue
Fountain Valley, CA 92708
Attention: General Manager

With a copy to: Bradley R. Hogin, Esq.
Woodruff, Spradlin, & Smart
555 Anton Boulevard, Suite 1200
Costa Mesa, CA 92606

To the
District:

7. Entire Agreement. This Agreement constitutes the entire understanding between the Parties hereto with respect to the subject matter set forth herein and supersedes any and all prior or other contemporaneous understandings, correspondence, negotiations, or agreements, written or oral between them respecting the within subject matter.

8. Amendments in Writing. Any amendments to this Agreement must be in writing and signed by all of the Parties.

9. Successors and Assigns. The terms and conditions of this Agreement shall inure to the benefit of, and be binding upon the Parties and their respective heirs, representatives, successors and assigns.

10. Interpretation. This Agreement is the result of negotiations in which each party was represented by counsel of their own selection. Each of the Parties hereby waives any provisions of law to the effect that an ambiguity in a contract or agreement should be interpreted against the Party that drafted the contract, agreement or instrument.

11. Governing Law. This Contract shall be governed by and construed according to the laws of California.

12. No Admission of Liability. This is a compromise settlement of disputed claims. Neither the execution of this Agreement nor anything contained in it is intended to be, nor shall be deemed to be, an admission by either party of any liability to anyone or an admission of the existence of facts upon which liability could be based.

13. Ownership of Claims. The Parties, and each of them, hereby warrant that they are the owners of, and the party legally entitled to settle and release, every claim referred to herein.

14. Severability. In the event any part of this Agreement should be found invalid, unenforceable, or nonbinding, the remaining portion will remain in force and fully binding.

15. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same agreement.

APPROVED AND AGREED:

ORANGE COUNTY SANITATION DISTRICT

Dated: _____

By: _____

James Ruth
General Manager

APPROVED AS TO FORM:

By: _____
Bradley R. Hogin, Esq.

Dated: _____

APPROVED AS TO FORM:

By: _____

District Counsel

Partnership Agreement for Not-for-Credit Programs

This Agreement is entered by and between Coast Community College District (Orange Coast College, Community Education), Costa Mesa, CA ("the College") and the Institute of Reading Development, 5 Commercial Boulevard, Novato, California ("the Institute") a corporation incorporated in the State of California. The Agreement will extend from the date of signing to December 31, 2012.

1. Programs

The Institute will teach a series of reading enrichment programs (see attachment A, "Basic Program Information") located at sites in Costa Mesa and Newport Beach to be mutually agreed upon by the Institute and the College ("Service Area") offered by the College during the summer of 2012 (the "Programs"). The Institute will provide and pay for all materials and instruction for the Programs.

2. Teaching Sites

Teaching sites for the programs will be located in public schools or other facilities deemed appropriate by the Institute and the College; the College retains authority to reject or approve instructional sites. The Institute will arrange for use of off-campus teaching sites, and provide a Certificate of Liability Insurance (see section 10, Insurance), naming each teaching site as an additional insured, as needed. The Institute will be responsible for all facility costs at off-campus teaching sites. The College will provide on-campus facilities.

3. Program Promotion

The Institute will execute and pay for printing and mailing promotional letters to students and residents in the Program Service Area. The College will provide its logo for use in the Program promotional letter, promotional flyers, and promotional website. All promotional content is to be approved by the College prior to public release. The College retains the right to review/approve/reject all content used in association with its name or logo.

4. Scholarships

The Institute shall promote and subsidize a scholarship program designed to reach students who do not have the financial resources to participate in the program. The tuition charged to these students will not exceed \$99.00. Faculty or staff at the College may enroll immediate family members for a discounted tuition. The Institute shall submit a summary of subsidized enrollments (scholarship and faculty or staff enrollments) to the College at the end of the session.

5. Registration

The Institute will provide registration services for all Programs offered through the College in its service area. The Institute will adhere to the College's registration and refund policies, and final determination of partial and full refunds shall be made by the College.

6. Tuition, Materials Fees, and Fee Split

The tuition is \$299.00 per person for program levels 1 - 7, and \$239.00 per person for program level R. The fee split will be 88/12, with 88% of the gross tuition income retained by the Institute. The Institute shall charge fees for books and materials required for participation in the Programs, and also for optional post-course books and materials, which shall be retained by the Institute. Within 90 days of the completion of the summer session, the Institute will conduct a program audit, and remit 12% of the gross tuition revenues to the College. Subsidized students (scholarship and faculty or staff enrollments as described in section 4) will not be part of the fee split calculations.

7. Program Administration

The Institute will notify the College in advance of any changes of publicized dates, times, or location of the programs, and the Institute will be responsible for sending notice of these changes or cancellations to registered participants. The Institute will provide the College with copies of all participant class rosters. Program evaluation forms will be submitted, in electronic form, to the College at the conclusion of each series of programs.

8. Quality Control

The College may appoint representatives to provide oversight of all aspects of Program implementation.

9. Compliance

The parties agree that each shall be separately responsible for compliance with all state and federal laws, including rules, equal employment opportunity, immigration, and nondiscrimination laws which may be applicable to their respective activities under their agreement. The Institute will secure a criminal record background check for each instructor.

10. Insurance

The Institute warrants that it maintains an appropriate policy of general liability insurance covering the services performed under this agreement. Coverage will be provided until all obligations under this contract are satisfied.

Institute shall provide a Certificate of Liability Insurance (for \$1,000,000 each occurrence, \$2,000,000 general aggregate, and \$9,000,000 gross liability), naming the College or any off-campus teaching site as an additional insured, upon written request from the College or from any off-campus facility lessor.

11. Indemnification

Each party shall be responsible for the consequences of any act or failure to act on the part of itself, its employees and agents. Accordingly, each party shall be held responsible for its own sole negligence, and each party shall indemnify and hold the other parties harmless from any loss which results therefrom. No party hereto shall assume any responsibility to any other party for the consequences of any act or failure to act of any person, firm or corporation not a party to the Agreement.

12. Dispute Resolution

In the event that a dispute occurs between the parties with regard to the rights or duties created by this Agreement, or in the event of a breach of this Agreement by either party, the parties hereto agree to meet and confer in good faith in an effort to resolve the dispute or issue.

13. Institute's Status

The Institute acknowledges that its instructors for this Agreement are not employed by the College, and thus are not eligible for, nor covered by, any of the College employee benefits, workers' compensation, or employer contributions to Social Security or unemployment insurance.

14. Effective Date and Termination

This agreement shall become effective upon the date of signing and shall remain in effect until December 31, 2012 unless sooner terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. In the event that classes are in session, any written notice to terminate with or without cause shall become effective when the classes end. Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.

The Institute acknowledges that it has no authority to bind the College to any contracts or legal obligations.

By signing below the parties agree to the terms set forth above.

Institute of Reading Development

**for and on behalf of
Orange Coast College**

By: 

By: _____

Name: David Soloway

Jerry Patterson

Title: Chief Executive Officer

President, Board of Trustees

Coast Community College District

Date: 11/8/11

Date: _____

Attachment A:

Basic Program Information (2012)

Program	Age Group	Class Length*	Max. class size	Homework	Program Goals	Tuition**
R	4-year-olds and kindergarteners (Parent attendance required)	1 ¼ hours	18	20-30 min. 4 x each week (with parent)	Letter Recognition Phonemic Awareness Beginning Phonics Love of Books & Reading	\$239
1	1st graders (Parent attends first hour of each class)	2 hours	18	30-45 min. 4x each week (with some parental assistance)	Phonics Sight Words Independent Reading Love of Books & Reading	\$299
2	2 nd graders	2 hours	18	30-45 min. 4x each week (with some parental assistance)	Phonics and Word Attack Fluency Comprehension Independent Reading	\$299
3	3 rd graders	2 hours	20	45 min. 4x each week (with some parental assistance)	Long-Word Decoding Fluency Comprehension Independent Reading	\$299
4	4 th and 5 th graders	2 ¼ hours	22	45 min. - 1 hr 4x each week	Comprehension Long-Word Decoding Fluency Independent Reading	\$299
5	6 th to 8 th graders	2 ½ hours	28	1 hr 4x each week	Reading Speed Comprehension Study Skills Enjoy Reading More	\$299
6	9 th to 11 th graders	2 ½ hours	30	1 hr 4x each week	Reading Speed Comprehension Study Skills Enjoy Reading More	\$299
7	12 th graders, college students, and adults	2 ½ hours	30	1 hr 4x each week	Reading Speed Comprehension Study Skills Enjoy Reading More	\$299

8/8/2011

*All programs meet once a week for five weeks.

**Scholarship tuition is \$99. Faculty or Staff Discounted Tuition is \$239.

**COAST COMMUNITY COLLEGE DISTRICT
EDUCATIONAL ADMINISTRATOR EMPLOYMENT AGREEMENT
(MULTI-YEAR)**

1. **Parties.** The Coast Community College District ("District") and Jonathan Arnold, ("Administrator") hereby enter into this Educational Administrator Employment Agreement ("Agreement"). District and Administrator are referred to herein individually as "Party" and collectively as "Parties."

2. **Position.** District hereby employs Administrator in the position of Public Safety Training Coordinator.

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 all of the duties, and accepts all of the responsibilities, as specified in the job specifications for the named position, and all duties and responsibilities which may be delegated or assigned to Administrator by the Board of Trustees, the Chancellor, or the supervising administrator(s).

5. **Term.** District agrees to employ Administrator, and Administrator agrees to serve, for the period commencing April 9, 2012 and ending June 30, 2013. This Agreement expires on June 30, 2013 and is not subject to automatic renewal pursuant to subsection "c" of Section 72411 of the *Education Code*. Nevertheless, District shall make a good faith effort to notify Administrator by December 30 of the last academic year of this Agreement whether District intends to re-employ Administrator for another term, whether District does not intend to re-employ Administrator for another term, or whether District has not yet made a determination about re-employment.

6. **Salary.** District shall pay a salary to Administrator according to Salary Schedule DD, Range 20 Step 5 (currently \$79,435) under Board Policy 7884, payable in equal monthly payments. Salary for a service period less than the full academic year shall be paid on a prorated basis, based on the number of work days worked, pursuant to there being 241 work days in a year. Advancement on the salary schedule shall be determined by District. District may increase the salary during the term of this Agreement.

7. **Work Year.** The work year for this Agreement is 12 months.

8. **Health and Welfare Benefits.** District shall provide Administrator with health and welfare benefits as approved by the Board of Trustees for all District educational administrators. Such benefits shall be as currently provided or as subsequently modified by the Board of Trustees.

9. **Fringe Benefits.** Administrator shall receive all fringe benefits including, but not limited to, vacation, sick leave, holidays, leaves of absence, and reimbursement of job-related expenses, as specified in Board policy and regulations. Such benefits shall be as currently provided or as subsequently modified by the Board of Trustees.

10. **Evaluation.** Administrator should be evaluated within six months after initial employment in an administrative assignment. Thereafter, Administrator shall be evaluated pursuant to District policy and regulations. An evaluation should be completed prior to November 30 of the last academic year of this Agreement.

11. **Retreat Rights.** If Administrator's first date of paid service was prior to July 1, 1990, Administrator's rights to faculty tenure are governed by the laws of the State of California in effect as of June 30, 1990. The retreat rights for Administrator, if hired on or after July 1, 1990, and if Administrator does not have faculty tenure in the District, shall be in accordance with Board Policy #050-1-16 and Section 87458 of the *Education Code*; in this case, Administrator's initial placement on the faculty salary schedule will be at a column and step to be determined by District.

12. **Return to Tenured Faculty Position.** If Administrator has tenure in the District, and if Administrator has not been dismissed pursuant to Section 14 of this Agreement, then Administrator will be entitled to return to a tenured faculty position upon termination or expiration of this Agreement, with years of service in an administrative position at the District accruing for placement on the Faculty Salary Schedule.

13. **Dismissal or Imposition of Penalties During the Term of this Agreement:** Pursuant to Section 72411.5 of the *Education Code*, if Administrator does not have faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, and persistent or serious violation of law or of District policy or procedures. Administrator shall be entitled to due process protections as required by law.

14. **Dismissal or Imposition of Penalties During the Term of this Agreement if Tenured.** Pursuant to Section 72411.5 of the *Education Code*, if Administrator has faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be in accordance with the statutory provisions applicable to tenured faculty members as set forth in Section 87732 of the *Education Code*. Administrator shall be entitled to due process protections as required by law.

15. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Sections 13 or 14 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18.

16. **Reassignment During the Term of the Agreement.** The Board of Trustees may, without cause, reassign Administrator to any administrative or faculty position for which Administrator is qualified. In consideration of District's right of reassignment, District shall pay to Administrator his or her current salary for the remainder of the term of this Agreement.

17. **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.

18. **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.

19. **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.

Jim Moreno President, Board of Trustees

Date

Administrator

Date



**COAST COMMUNITY COLLEGE DISTRICT
EDUCATIONAL ADMINISTRATOR EMPLOYMENT AGREEMENT
(MULTI-YEAR)**

1. **Parties.** The Coast Community College District ("District") and Nancy Jones, ("Administrator") hereby enter into this Educational Administrator Employment Agreement ("Agreement"). District and Administrator are referred to herein individually as "Party" and collectively as "Parties."

2. **Position.** District hereby employs Administrator in the position of Dean, Instruction, Career and Technical Education.

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 all of the duties, and accepts all of the responsibilities, as specified in the job specifications for the named position, and all duties and responsibilities which may be delegated or assigned to Administrator by the Board of Trustees, the Chancellor, or the supervising administrator(s).

5. **Term.** District agrees to employ Administrator, and Administrator agrees to serve, for the period commencing June 1, 2012 and ending June 30, 2014. This Agreement expires on June 30, 2014 and is not subject to automatic renewal pursuant to subsection "c" of Section 72411 of the *Education Code*. Nevertheless, District shall make a good faith effort to notify Administrator by December 30 of the last academic year of this Agreement whether District intends to re-employ Administrator for another term, whether District does not intend to re-employ Administrator for another term, or whether District has not yet made a determination about re-employment.

6. **Salary.** District shall pay a salary to Administrator according to Salary Schedule DD, Range 32 Step 6 (currently \$128,642) under Board Policy 7884, payable in equal monthly payments. Salary for a service period less than the full academic year shall be paid on a prorated basis, based on the number of work days worked, pursuant to there being 241 work days in a year. Advancement on the salary schedule shall be determined by District. District may increase the salary during the term of this Agreement.

7. **Work Year.** The work year for this Agreement is 12 months.

8. **Health and Welfare Benefits.** District shall provide Administrator with health and welfare benefits as approved by the Board of Trustees for all District educational administrators. Such benefits shall be as currently provided or as subsequently modified by the Board of Trustees.

9. **Fringe Benefits.** Administrator shall receive all fringe benefits including, but not limited to, vacation, sick leave, holidays, leaves of absence, and reimbursement of job-related expenses, as specified in Board policy and regulations. Such benefits shall be as currently provided or as subsequently modified by the Board of Trustees.

10. **Evaluation.** Administrator should be evaluated within six months after initial employment in an administrative assignment. Thereafter, Administrator shall be evaluated pursuant to District policy and regulations. An evaluation should be completed prior to November 30 of the last academic year of this Agreement.

11. **Retreat Rights.** If Administrator's first date of paid service was prior to July 1, 1990, Administrator's rights to faculty tenure are governed by the laws of the State of California in effect as of June 30, 1990. The retreat rights for Administrator, if hired on or after July 1, 1990, and if Administrator does not have faculty tenure in the District, shall be in accordance with Board Policy #050-1-16 and Section 87458 of the *Education Code*; in this case, Administrator's initial placement on the faculty salary schedule will be at a column and step to be determined by District.

12. **Return to Tenured Faculty Position.** If Administrator has tenure in the District, and if Administrator has not been dismissed pursuant to Section 14 of this Agreement, then Administrator will be entitled to return to a tenured faculty position upon termination or expiration of this Agreement, with years of service in an administrative position at the District accruing for placement on the Faculty Salary Schedule.

13. **Dismissal or Imposition of Penalties During the Term of this Agreement:** Pursuant to Section 72411.5 of the *Education Code*, if Administrator does not have faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, and persistent or serious violation of law or of District policy or procedures. Administrator shall be entitled to due process protections as required by law.

14. **Dismissal or Imposition of Penalties During the Term of this Agreement if Tenured.** Pursuant to Section 72411.5 of the *Education Code*, if Administrator has faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be in accordance with the statutory provisions applicable to tenured faculty members as set forth in Section 87732 of the *Education Code*. Administrator shall be entitled to due process protections as required by law.

15. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Sections 13 or 14 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18.

16. **Reassignment During the Term of the Agreement.** The Board of Trustees may, without cause, reassign Administrator to any administrative or faculty position for which Administrator is qualified. In consideration of District's right of reassignment, District shall pay to Administrator his or her current salary for the remainder of the term of this Agreement.

17. **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.

18. **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.

19. **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.

Jim Moreno President, Board of Trustees

Date

Administrator

Date



1 HA55D-37M1
Lower Newport Bay
2 (OCC School of Sailing and Seamanship)

3
4
5 FIRST AMENDMENT TO LEASE

6 THIS FIRST AMENDMENT TO LEASE ("**First Amendment**") is made _____, 2012,
by and between the County of Orange, a political subdivision of the State of California ("**COUNTY**") and
7 Coast Community College District, a public agency ("**TENANT**"), without regard to number and gender.
The COUNTY and TENANT are sometimes referred to herein individually as a "**Party**" or collectively as
8 the "**Parties**."

9 RECITALS

10 **WHEREAS**, on May 15, 2007, COUNTY and TENANT entered into a new 30-year rent-free
lease to facilitate the \$3.5M renovation of the Orange Coast College School of Sailing and Seamanship
11 located on COUNTY tidelands in Lower Newport Bay; and

12 **WHEREAS**, the School of Sailing and Seamanship is operated by Orange Coast College
("OCC") and is dedicated to providing marine-related education and recreation programs to the public;
13 and

14 **WHEREAS**, the School of Sailing and Seamanship has acquired the Nordic Star, a 92-foot
expedition yacht, for use in its Professional Mariner Program that trains students for marine industry
15 careers; and

16 **WHEREAS**, to help offset the cost of operating and maintaining the Nordic Star, TENANT
requests permission to operate commercial boat charters on the Nordic Star for activities such as
17 harbor cruises, weddings, Catalina trips, etc.; and

18 **WHEREAS**, Section 5.C.2 of the Lease prohibits commercial boat charters from operating from
the Premises; and

19 **WHEREAS**, the COUNTY is willing to permit the use of the Nordic Star for commercial boat
20 charters to offset the operation and maintenance costs of the Nordic Star or the Professional Mariner
Program.

21 NOW, THEREFORE, in consideration of the above, the Parties hereto mutually agree to the following
22 terms and conditions:

- 23 I. All references in the Lease to the Director of HBP are hereby replaced and supplanted by the
24 "**Director of OC Parks**" which shall mean and refer to the Director, Orange County Parks, OC
Community Resources, County of Orange, or designee, or upon written notice to Tenant, such
25 other person or entity as shall be designated by the Board of Supervisors.

26 Attachment 13

1 II. Notwithstanding the general prohibition on commercial boat charters as stated in Section 5.C.2
2 of the Lease, TENANT shall be permitted to operate commercial boat charters originating from
the Premises on the vessel known as the Nordic Star subject to the following.

- 3 a. The commercial boat charters employing the Nordic Star shall be conducted solely to
4 benefit OCC's Professional Mariner Program or similar type education program. All
proceeds from the commercial boat charters shall be used to fund the maintenance
5 and operation of the Nordic Star or to fund the Professional Mariner Program.
- 6 b. In the event the use of the Nordic Star is not fulfilling the above requirements,
COUNTY retains the right to demand TENANT pay a percentage rent to COUNTY
7 on commercial boat charter revenues. The percentage rent shall be established by
the Director of OC Parks.
- 8 c. Any modification to the use of the Nordic Star by TENANT shall be subject to prior
9 written approval of the Director of OC Parks.

10 III. All other terms of the Lease to remain the same.

11 //

12 //

13 //

1 IN WITNESS WHEREOF, the Parties have executed this First Amendment the day and year first above
2 written.

3 TENANT

4 Coast Community College District

5 APPROVED AS TO FORM
6 COUNTY COUNSEL

By _____
President, Board of Trustees

7 By _____

By _____
Vice Chancellor of Administrative Services

8 Dated _____

9
10 SIGNED AND CERTIFIED THAT A COPY OF
11 THIS DOCUMENT HAS BEEN DELIVERED
12 TO THE CHAIRMAN OF THE BOARD PER
G.C. SECTION 25103, RESOLUTION 79-1535

COUNTY

County of Orange

13 ATTEST:

By _____
Chair, Board of Supervisors

14 _____
Susan Novak

15 Clerk of the Board of Supervisors
16 Orange County, California
17
18
19
20
21
22
23
24
25
26



**COAST COMMUNITY COLLEGE DISTRICT
INTERIM EDUCATIONAL ADMINISTRATOR EMPLOYMENT AGREEMENT**

1. **Parties.** The Coast Community College District ("District") and Mary Halvorson ("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 Vice President of Instruction.
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 April 5, 2012, and ending on the day prior to the commencement of employment of the successor to this position, or on June 30, 2012, whichever is earlier. This Agreement is not subject to automatic renewal pursuant to subsection "c" of Section 72411 of the *Education Code*.
6. **Salary.** District shall pay a salary to Administrator according to Salary Schedule DD, Range 34 Step 03 (currently \$9,340/month) under Board Policy 7884. Salary for a service period less than the full academic year shall be paid on a prorated basis, based on the number of work days worked, pursuant to there being 241 work days in a year. Initial placement and advancement on the salary schedule shall be determined by District. District may increase the salary during the term of this Agreement.
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 immediately prior to the commencement of this Agreement, then Administrator shall return to the prior position, if then available, 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

CONSULTING SERVICES AGREEMENT

This Agreement is entered into between Milliman, Inc. (Milliman) and Coast Community College District (Company) as of the latter of the two signature dates below. Company has engaged Milliman to perform consulting services as described in the letter dated March 5, 2012 and attached hereto as Exhibit A and incorporated by this reference. Such services may be modified from time to time and may also include general actuarial consulting services. These terms and conditions will apply to all subsequent engagements of Milliman by Company unless specifically disclaimed in writing by both parties prior to the beginning of the engagement. In consideration for Milliman agreeing to perform these services, Company agrees as follows.

1. **BILLING TERMS.** Company acknowledges the obligation to pay Milliman for services rendered, whether arising from Company's request or otherwise necessary, at Milliman's standard hourly billing rates for the personnel utilized plus all out-of-pocket expenses incurred. A fixed fee arrangement will be used for the services described on Exhibit A. Milliman will bill Company periodically for services rendered and expenses incurred. All invoices are payable upon receipt. Milliman reserves the right to stop all work if any bill goes unpaid for 60 days. In the event of such termination, Milliman shall be entitled to collect the outstanding balance, as well as charges for all services and expenses incurred up to the date of termination.
2. **TOOL DEVELOPMENT.** Milliman shall retain all rights, title and interest (including, without limitation, all copyrights, patents, service marks, trademarks, trade secret and other intellectual property rights) in and to all technical or internal designs, methods, ideas, concepts, know-how, techniques, generic documents and templates that have been previously developed by Milliman or developed during the course of the provision of the Services provided such generic documents or templates do not contain any Company Confidential Information or proprietary data. Rights and ownership by Milliman of original technical designs, methods, ideas, concepts, know-how, and techniques shall not extend to or include all or any part of Company's proprietary data or Company Confidential Information. To the extent that Milliman may include in the materials any pre-existing Milliman proprietary information or other protected Milliman materials, Milliman agrees that Company shall be deemed to have a fully paid up license to make copies of the Milliman owned materials as part of this engagement for its internal business purposes and provided that such materials cannot be modified or distributed outside the Company without the written permission of Milliman.

Attachment 15

CONSULTING SERVICES AGREEMENT

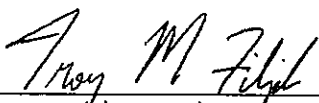
3. **LIMITATION OF LIABILITY.** Milliman will perform all services in accordance with applicable professional standards. The parties agree that Milliman, its officers, directors, agents and employees, shall not be liable to Company, under any theory of law including negligence, tort, breach of contract or otherwise, for any damages in excess of five (5) times the professional fees paid to Milliman with respect to the work in question. In no event shall Milliman be liable for lost profits of Company or any other type of incidental or consequential damages. The foregoing limitations shall not apply in the event of the intentional fraud or willful misconduct of Milliman.
4. **DISPUTES.** In the event of any dispute arising out of or relating to the engagement of Milliman by Company, the parties agree that the dispute will be resolved by final and binding arbitration under the Commercial Arbitration Rules of the American Arbitration Association. The arbitration shall take place in Orange County, California and before a panel of three arbitrators. Within 30 days of the commencement of the arbitration, each party shall designate in writing a single neutral and independent arbitrator. The two arbitrators designated by the parties shall then select a third arbitrator. The arbitrators shall have a background in either insurance, actuarial science or law. The arbitrators shall have the authority to permit limited discovery, including depositions, prior to the arbitration hearing, and such discovery shall be conducted consistent with the Federal Rules of Civil Procedure. The arbitrators shall have no power or authority to award punitive or exemplary damages. The arbitrators may, in their discretion, award the cost of the arbitration, including reasonable attorney fees, to the prevailing party. Any award made may be confirmed in any court having jurisdiction. Any arbitration shall be confidential, and except as required by law, neither party may disclose the content or results of any arbitration hereunder without the prior written consent of the other parties, except that disclosure is permitted to a party's auditors and legal advisors.
5. **CHOICE OF LAW.** The construction, interpretation, and enforcement of this Agreement shall be governed by the substantive contract law of the State of California without regard to its conflict of laws provisions. In the event any provision of this agreement is unenforceable as a matter of law, the remaining provisions will stay in full force and effect.

CONSULTING SERVICES AGREEMENT

6. **NO THIRD PARTY DISTRIBUTION.** Milliman's work is prepared solely for the internal business use of Company. Milliman's work may not be provided to third parties without Milliman's prior written consent. Milliman does not intend to benefit any third party recipient of its work product, even if Milliman consents to the release of its work product to such third party.
7. **CONFIDENTIALITY.** Except as may be required under federal or state law, including the California Brown Act or California Public Records Act, any information received from Company will be considered "Confidential Information." However, information received from Company will not be considered Confidential Information if (a) the information is or comes to be generally available to the public during the course of Milliman's work, (b) the information was independently developed by Milliman without resort to information from the Company, or (c) Milliman appropriately receives the information from another source who is not under an obligation of confidentiality to Company. Milliman agrees that Confidential Information shall not be disclosed to any third party.

MILLIMAN, INC.

COAST COMMUNITY
COLLEGE DISTRICT

By: 
(signature)

By: _____

Name: Troy M. Filipek

Name: _____

Title: Principal and Consulting Actuary

Title: _____

Date: March 29, 2012

Date: _____

CONSULTING SERVICES AGREEMENT

Exhibit A Engagement Letter



15800 Bluemound Road
Suite 100
Brookfield, WI 53005
USA
Tel +1 262 784 2250
Fax +1 262 923 3680

milliman.com

Troy M. Filipek, FSA, MAAA
Principal and Consulting Actuary

troy.filipek@milliman.com

March 5, 2012

Ms. Geri Wile
Manager, Benefits, Employment Services and Records
Coast Community College District
1370 Adams Ave.
Costa Mesa, CA 92626-5429

Re: Medicare RDS Attestation – 2012 - 2013 Plan Year – Proposal

Dear Geri:

This letter presents Milliman's proposal for assisting Coast Community College District (Coast) with its Centers for Medicare and Medicaid Services (CMS) attestations for creditable coverage and qualification for the retiree drug subsidy (RDS) available under Medicare. If this letter is acceptable to you, please sign and return a copy of the executed proposal, along with the information requested, to the attention of Rory Donohue via email at rory.donohue@milliman.com or fax at 262-923-3680.

Please be aware that the health care reform legislation will impact the RDS program and may make other retiree prescription drug options more attractive. We can assist with helping Coast assess alternate options to arrive at the optimal approach for providing benefits. Please contact us to discuss these other options at your convenience.

Please also note that the annual deadline for notifying members of the plan's creditable coverage status is now October 15 to coincide with the change in the Medicare annual enrollment period (AEP).

SITUATION SUMMARY

Coast would like Milliman to provide an actuarial attestation allowing it to receive the RDS available under Medicare for its plan year beginning October 1, 2012 and ending September 30, 2013. Milliman provided the attestation for Coast the past several years.

It is our understanding that Coast covers roughly 800 Medicare eligible retiree lives with its self-funded prescription drug coverage. Members are enrolled in one group health plan and all have the same prescription drug benefit option.

For the 2011 / 2012 plan year, retirees below age 70 contributed 0.5% of their annual salary at retirement plus \$500 per dependent per year. Retirees age 70 and over contributed \$2,600 per member minus credits of \$0, \$500, \$1,500, or \$2,000. These credits are based on retirement date. Table 1 presents the prescription drug benefit design from the 2011 / 2012 plan year.

Table 1
Coast Community College District
2011 / 2012 Prescription Drug Benefit Design

Design Features	Benefit Secondary to Medicare?
Retail: \$5 generic / \$12 brand Mail: \$3 generic / \$6 brand	No

MILLIMAN PROPOSED SERVICES

Milliman, working with Coast, will:

- > Analyze Coast's retiree prescription drug benefits and determine if they pass the CMS creditable coverage (gross value) and net value tests,
- > Record our findings (if Coast qualifies) on the CMS RDS website, and
- > Provide a letter summarizing our findings and results.

PROJECT APPROACH

Based on my understanding of the situation, we will do our testing based on information from Coast and Milliman's prescription drug rating models. Coast has a sufficient number of lives enrolled in its retiree group health plan to be considered credible for testing purposes, so we will work directly with Medco Health Solutions (Coast's pharmacy benefit manager) to get the latest available experience data, which is likely to cover the October 1, 2010 to September 30, 2011 plan year. Thus, I propose the project proceeds as follows:

1. Coast provides information to Milliman

- a) *Summary Plan Descriptions – If there are no changes to the prescription drug benefit options (as described above) from last year, then simply notify us of this fact. Otherwise, please provide an overview of the 2012 - 2013 benefit options offered to Medicare eligible retirees for whom Coast is seeking the RDS. Preferably, this description would be the same as that provided to retirees during open enrollment, but we could also use a summarized version. The benefit summaries should describe both the prescription drug and medical plan, if the plans are integrated in terms of cost sharing or premium contributions.*
- b) *Contribution Summary – Please provide a current census spreadsheet displaying the member age, member premium contributions, and the percentage going to prescription drug coverage (if the premium is integrated with medical coverage) for all Medicare eligible retirees.*
- c) *Access to the CMS RDS Website to Perform the Attestation – Coast will need to register me as its attesting actuary. My American Academy of Actuaries number is 378534.*

2. Milliman performs analysis and provides certification (if Coast qualifies)

We will review the data and information, follow up with questions as needed, and complete the attestation testing. Upon performing our analysis, we will send a letter to you with our results. We will then ask you to confirm the assumptions underlying our analysis and upon receiving confirmation, I will provide my electronic attestation through the CMS RDS website, if Coast qualifies.



Ms. Geri Wile
March 5, 2012
Page 3

TIMING AND FEES

CMS requires all attestations be filed 90 days before the start of the plan year which, in Coast's situation, corresponds to June 4, 2012. To meet this deadline, we suggest the following timeline:

- > **March 16, 2012:** Coast provides us with the signed proposal and other requested information.
- > **April 20, 2012:** Milliman provides Coast with the results letter.
- > **April 24, 2012:** Coast sends an email confirmation to Milliman stating that certain assumptions and information provided to Milliman are correct.
- > **April 27, 2012:** Milliman provides the electronic RDS attestation, if Coast qualifies.

Milliman generally bills professional fees on an hourly basis and we bill out-of-pocket expenses at cost. However, based on the assumption that Coast has one benefit option, I am able to quote a fixed fee of \$5,000 for this project.

Except as set forth herein, all aspects of the April 6, 2007 Consulting Services Agreement between Milliman and Coast will apply to this engagement.



We look forward to assisting you with this important project. Rory Donohue will be contacting your organization soon to discuss the contents of this letter and address any questions you have. Thank you.

Sincerely,

A handwritten signature in black ink that reads 'Troy M. Filipek'.

Troy M. Filipek, FSA, MAAA
Principal and Consulting Actuary

TMF/vrr

Attachment



Ms. Geri Wile
March 5, 2012
Page 4

Medicare RDS Attestation – 2012 - 2013 Plan Year – Proposal

Accepted by:

A handwritten signature in black ink, appearing to read "Deborah D. Hirsch", written over a horizontal line.

Signature

Deborah D. Hirsch

Print Name

Coast Community College District

Company

March 7, 2011

Date

Coast Community College District

1370 Adams Ave

Mesa, CA 92626

CHANGE ORDER

No. 0002

Phone: 714-438-4731

TITLE: G-CO 02 Misc. Glass & Storefront Cgs

DATE: 1/18/2012

PROJECT: LRC Construction

CCCD PROJ NO: 13110-971

TO: Attn: Rahim Hamid
Best Contracting Services
19027 S. Hamilton Avenue
Gardena, CA 90248
Phone: 310-328-6969 Fax: 310-328-9176

CONTRACT NO: PO 315372

DSA NO:

ARCH PROJ NO:

GC PROJ NO:

CHANGES TO CONTRACT

00001	PCO 6 - Replace Glass Damaged by T&Y welders. Backcharge to T&Y PCO 129.	\$6,200.00
00002	PCO 10 -Revised break shape due to framing not per plan; RFI 843, per ordered material was in house; backcharge to T&Y PCO 130.	\$5,074.49
00003	PCO 10 -Revised break shape due to framing not per plan; RFI 843, per ordered material was in house; backcharge to T&Y PCO 130.	\$8,438.75
00004	POC 19 - Return Unused Allowance to Contract	(\$864.71)

COLLECTED CHANGE SOURCE

Type	Number	Title	Cost
COR	00007	Bkcharge for Pressure Washing Slab,	\$0.00
COR	00009	Replace Glass Damaged by T&Y	\$6,200.00
COR	00013	Return of Allowance to Contract	(\$864.71)
COR	00014	Revised break shape-RFI 843	\$8,438.75
COR	00015	Rev Brk Mtl-mullion hd per RFI 568	\$5,074.49

Unit Cost: \$18,848.53

Unit Tax: \$0.00

Total: \$18,848.53





431 NORTH BRAND BLVD., SUITE 308, GLENDALE, CA 91203
 TELEPHONE: (800) 716-7773 FACSIMILE: (888) 374-7324
 WWW.EMPLOYEERELATIONS.COM

PUBLIC AGENCY AGREEMENT FOR SERVICES

This Agreement is entered into between EMPLOYEE RELATIONS, INC. (hereinafter referred to as "ER") and the **Employee Relations Client** (hereinafter referred to as "Client") named on the last page of this Agreement.

Employee Relations Client is a public agency employer having a need for Investigative Consumer Reports and/or Consumer Credit Reports (individually or collectively, "Consumer Report for Employment Purposes" or "report") in connection with the evaluation of individuals for employment, promotion, reassignment or retention as an employee.

1. ER has access to investigative consumer reports and information from one or more consumer credit reporting agencies and from other sources they believe to be reliable.
2. Client certifies that they shall request a Consumer Report for Employment Purposes pursuant to procedures prescribed by ER only when it is considering the individual inquired upon for employment, promotion, reassignment, or retention as an employee, and for no other purpose.
3. Client certifies that it will not request a Consumer Report for Employment Purposes unless:
 - A. A clear and conspicuous disclosure/notification, in a form acceptable to ER, has been made in writing to the applicant within the statutory time period. The disclosure/notification shall advise the applicant of the nature and scope of the investigation; that Client utilizes the services of ER to prepare a Consumer Report for Employment Purposes; and ER contact information should the applicant be a victim of identity theft or desires to dispute information believed to be false or erroneous;
 - B. The applicant has authorized, by signature, the procurement of the Consumer Report for Employment Purposes; and
 - C. Information from the Consumer Report for Employment Purposes will not be used in violation of any applicable Federal or State law or regulation and that Client shall comply with all Federal and State laws and regulations affecting the requesting and use of Consumer Report for Employment Purposes.
4. It is expressly understood that should Client violate any term of this Agreement, or a legal requirement, or a material change in existing legal requirement that adversely affects this Agreement, ER may, upon its election, discontinue serving Client and cancel this Agreement and Certification immediately.
5. Client further understands the statutory requirements to provide the applicant with a copy of the Consumer Report for Employment Purposes. Client hereby authorizes ER, when requested and/or where applicable, to cause the report prepared by ER to be provided to the applicant within the statutory timeframe. ER shall utilize its best effort to make a good faith attempt to comply, in a timely manner, on Client's behalf.

By initialing below, Client instructs ER not to provide any report and hereby accepts responsibility for providing applicants with required reports.

6. Client further certifies that before taking adverse action in whole or in part based on the Consumer Report for Employment Purposes, it will provide the applicant, if not provided previously, with:
 - A. A copy of the Consumer Report for Employment Purposes; and
 - B. A copy of the consumer's rights, in the format approved pursuant to the Fair Credit Reporting Act and other applicable laws and regulations.
7. Client agrees that it shall use the Consumer Report for Employment Purposes for its exclusive Employment Purposes only for a one-time use, and to hold the report in strict confidence, and not to disclose it to any third parties, not involved in the current employment decision.

8. Client will maintain copies of all written authorizations for a minimum of five (5) years from the date of inquiry.
9. ER shall use good faith in attempting to obtain information from sources deemed reliable and, pursuant to applicable State and Federal law, does not guarantee the accuracy or truthfulness of the information, but only that it is accurately copied from public records, and information generated as a result of identity theft, including evidence of criminal activity, may be inaccurately associated with the consumer who is the subject of the report. In no event shall ER be held liable in any manner whatsoever for any loss or injury to Client for obtaining or furnishing such information and further, Client agrees to hold ER harmless and indemnify it from any and all claims, losses and damages arising out of alleged liability or failure of Client to keep and perform any of its obligations described in this Agreement.

Entered into on this 16 day of MARCH, 2012

FOR: Coast Community College District
"Employee Relations Client"

BY: [Signature]

TITLE: CHANCELLOR

ANDREW C. JONES, Ed.D.
Print Name

FOR: EMPLOYEE RELATIONS, INC.

BY: [Signature]

TITLE: Controller

Sylvia Danyluk
Print Name

Approval of Instructional Material Fees for Coastline Community College, Golden West College and Orange Coast College

A copy is available for viewing in the Board Office.

Coastline Community College

Effective: Spring 2012

<u>Deletions:</u>	FROM	TO
GEOL C141 – Geology Laboratory	\$8.00	\$0.00
ASTR C100L – Astronomy Laboratory	\$5.00	\$0.00

Golden West College

Effective Fall 2012

<u>Deletions:</u>	FROM	TO
ACCT G210 – Cost Accounting	\$5.00	\$0.00

<u>Revisions (Decrease):</u>	FROM	TO
CHEM G110 – Intro to Chemistry	\$5.50	\$5.00
MUS G101 – History & Appreciation of Music	\$3.00	\$2.00
MUS G101H – History & Appreciation of Music, Honors	\$3.00	\$2.00
MUS G103 – World Music	\$3.00	\$2.00
MUS G115 – Basic Music	\$3.00	\$2.00
MUS G116 – Theory I (Diatonic)	\$3.00	\$2.00
MUS G216 – Theory II (Chromatic)	\$3.00	\$2.00
PEAC G100 – Peace Studies, Introduction	\$3.00	\$2.00
PEAC G110 – Nonviolence and Conflict Resolution	\$3.00	\$2.00

<u>Revisions (Increase):</u>	FROM	TO
CHEM G180 – General Chemistry A	\$17.00	\$18.00
CHEM G220 – Organic Chemistry A	\$26.00	\$30.50
CHEM G225 – Organic Chemistry B	\$24.50	\$28.50
FLRL G110 – Basic Floral Design	\$150.00	\$175.00
FLRL G111 – Floral Business Practicum I	\$150.00	\$175.00
FLRL G120 – Advanced Designs in Global Floristry	\$150.00	\$175.00
FLRL G125 – Advanced Floral Design – Events and Display	\$150.00	\$175.00
FLRL G127 – Creativity and Competition	\$150.00	\$175.00
FLRL G132 – Permanent Botanicals	\$150.00	\$175.00
FLRL G150 – Floral Productions Practicum II	\$150.00	\$175.00

Orange Coast College

Effective Fall 2012

<u>Revisions (Increase):</u>	FROM	TO
COUN A104 – Career & Life Planning: A Holistic Approach	\$0.00	\$23.00



RESOLUTION # 12-07

**A Resolution of the Board of Trustees of the
Coast Community College District
to Establish Appointment of Member/Alternate Member
of Retiree Health Benefit Program Joint Powers Authority (JPA
by Position**

WHEREAS, due to changes in staff, the Member and Alternate Member of the Retiree Health Benefit Program JPA will be appointed by position;

NOW THEREFORE BE IT RESOLVED, the Administrative Director of Fiscal Affairs will be appointed Member and the Vice Chancellor of Finance and Administrative Services will be appointed as Alternate Member.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on April 4, 2012 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



RESOLUTION # 12-08

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 March 27, 2012 the Board of Trustees of the Coast Community College District held a Special Board Meeting; and

WHEREAS, Jim Moreno was not present at the Board meeting; and

WHEREAS, the Board has determined that Trustee Moreno's absence was due to hardship;

NOW, THEREFORE, BE IT RESOLVED, that Trustee Moreno shall be paid at the regular rate of compensation for the Special Meeting on March 27, 2012.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on April 4, 2012 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Absent:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



RESOLUTION # 12-09

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 March 27, 2012 the Board of Trustees of the Coast Community College District held a Special Board Meeting; and

WHEREAS, Lorraine Prinsky was not present at the Board meeting; and

WHEREAS, the Board has determined that Trustee Prinsky's absence was due to hardship;

NOW, THEREFORE, BE IT RESOLVED, that Trustee Prinsky shall be paid at the regular rate of compensation for the Special Meeting on March 27, 2012.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on April 4, 2012 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Absent:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



RESOLUTION # 12-10

A Resolution of the Board of Trustees of the Coast Community College District Authorizing Signatures - Orange County Department of Education

WHEREAS, 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 April 5, 2012; 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

Veronica Arroyo, Alternate Secretary Pro Tem

Fiscal Impact: None

I, Jim Moreno, President of the Board of Trustees at Coast Community College District hereby certify that on April 4, 2012 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Abstain:

Jim Moreno, Board President



Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2735 Board of Trustees' Travel Policy

Education Code Section 72423

Members of the Board of Trustees are encouraged to participate in activities that increase and enhance their understanding of the community college mission and the role of trustees on a governing board. When such participation occurs, board members are encouraged to report on their activities to their fellow trustees, at a regular board meeting. The governing board of each community college district shall provide for the payment of the travel expenses of any representatives of the board when performing services directed by the board.

The Board of Trustees travel policy shall include all District payments or reimbursements for transportation, meals, and lodging, as well as conference registration fees. The Board further recognizes that District paid or reimbursed travel costs are a privilege and not a right. Therefore, District paid travel must be limited in amount. District paid travel must also be transparent and justified to accommodate the public interest. The Board of Trustees hereby establishes a maximum annual payment for travel expenses of \$5,000 per Trustee **except in cases of travel necessitated by a Trustee serving on a committee or board of a state or national association.**

Any unexpended travel funds remaining in the Board of Trustees' budget at the end of the fiscal year will be returned to the General Fund. Board Members shall not donate, transfer or share any portion of any Trustee's annual travel allocation with any other Trustee.

Reimbursement for trustee travel expenses shall follow the same District procedures established for staff. District and college foundations shall not authorize any reimbursement for trustee travel, unless approved in advance by the Board of Trustees.

Adopted August 19, 2009
Revised xx/xx/xxxx
Replaces CCCD Policy 010-2-22, Fall 2010

