
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Agenda Regular Board Meeting Tuesday, April 10, 2018

Hilda Zacarías, President
Larry Lahr, Vice President
Jeffery C. Hall
Dan Hilker
Gregory A. Pensa
Yesenia Beas, Student Trustee

SANTA YNEZ VALLEY UNION HIGH SCHOOL
Distance Learning Conference Room – Closed Session
Boardroom – Open Session
2975 East Highway 246, Santa Ynez, California 93460

	<u>Page</u>	<u>Tent. Time</u>
1. Call to Order		5:00 PM

2. Public Comment to Closed Session

This section of the agenda is intended for members of the public to address the Board of Trustees on items involving the community college district that are being considered in Closed Session. *Please note that Board members are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda.* The leading speaker from the audience on each side of an issue will be limited to five (5) minutes. Additional speakers are limited to two (2) minutes. To address the Board of Trustees, please fill out a Request to Address the Board of Trustees form and provide it to the superintendent/president prior to this part of the agenda.

3. Adjourn to Closed Session 5:00 PM

3.A. Discipline/Dismissal/Release of Public Employee (1 case) (Govt. Code §54957)

3.B. Conference with Labor Negotiator – (Government Code §54957.6)

Agency designated representatives: Dr. Paul Murphy
Employee Association: Faculty Association

Agency designated representative: Kelly Underwood
Employee Association: Part-Time Faculty Association

Agency designated representative: Dr. Kevin Walthers
Unrepresented Employees: Management

Agency designated representative: Dr. Kevin Walthers
Unrepresented Employees: Supervisory/Confidential

Agency designated representative: Kelly Underwood.
Employee Organization: California School Employees Association (CSEA) Chapter #25

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4. Reconvene to Open Session		6:00 PM
5. Action Taken in Closed Session		
6. Pledge of Allegiance		
7. Approval of Agenda as Presented		
8. Public Comment		

The section of the agenda is intended for members of the public to address the board on items involving the school district. Time limits and procedures to address the Board of Trustees, as stated in the Public Comment to Closed Session, apply to this part of the agenda. Public comment not pertaining to specific agenda items is welcome under public comment. *Please note that Board members are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda.* Testimony on specific agenda items will be welcome during consideration of the item by the Board of Trustees. When public testimony is completed regarding a specific agenda item, discussion is then confined to board members only. This practice is in accordance with laws governing Board of Trustees public meetings.

9. Approval of Minutes		
9.A. Approval of Minutes from the March 13, 2018 regular board meeting.	9	
10. Presentation		
10.A. Changing the Odds		
Dr. Walthers will share a Changing the Odds moment.		
10.B. John Hood, department chair, Fine Arts, will give an update on the Fine Arts Department.		
10.C. Sabbatical Presentation		
Ms. Kathy Johnson, dental assisting professor, will present the outcome of the research conducted and implementations to the Allan Hancock College's Dental Assisting internship program.		
11. Consent Agenda		6:15 PM
Consent Agenda items are consistent with adopted policies and approved practices of the district and are deemed routine in nature. They will be acted upon by roll-call vote in one motion without discussion unless members of the board request an item's removal from the Consent Agenda.		

	<u>Page</u>	<u>Tent. Time</u>
11.A. Register of Warrants Supplemental Payroll 2/01/18 and Regular Payroll 2/28/18	17	
A recommendation that the board of trustees approve commercial warrants.		
11.B. Authorization to Declare District Property as Surplus	19	
A recommendation to declare the list of items to be surplus and authorize disposal of the items through the appropriate procedures.		
11.C. Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	20	
A recommendation that the board of trustees approve part-time faculty appointments, regular faculty overload, and special assignments/stipends.		
11.D. Appointment of Department Chair	34	
A recommendation to approve the department chair appointment of Kristy Truer, Public Safety Department, to serve a term of three years for academic years 2018-2019, 2019-2020, and 2020-2021.		
11.E. Short-Term/On-Call, Substitute, and Professional Expert Appointments Exempt From Classified Service	35	
A recommendation that the board of trustees approve the short-term/on-call, substitute, and professional expert appointments exempt from classified service as presented.		
11.F. Appointments, Transfers, and Promotions of Classified Service Employees	37	
A recommendation that the board of trustees approve the appointment of José Zaragoza, campus safety officer, campus police, effective April 11, 2018, pending successful completion of pre-employment requirements. A recommendation may be made that the board of trustees approve the appointment of admissions and records technician I, admissions and records. If a recommendation is made, a revised board agenda item will be presented.		

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11.G. Coaching Appointment and Stipend	38	
A recommendation that the board of trustees approve the coaching appointment and stipend as presented, or earlier per district need.		
11.H. Out-of-Classification Assignments of Classified Service Employees	39	
A recommendation that the board of trustees approve the out-of-classification assignments of Sharon Alldredge, coordinator of assessment, testing center, retroactive to December 1, 2017 through February 28, 2018; Rhiannon Turnquist, human resources assistant, human resources, retroactive to March 30, 2018 through June 30, 2018, or earlier per district need; and Romni Lehman-Moreno, program technician, public safety department, effective April 13, 2018 through June 30, 2018, or earlier per district need.		
11.I. New and/or Revised Classified Bargaining Unit Job Descriptions	41	
A recommendation may be made that the board of trustees approve new and/or revised classified bargaining unit job descriptions. If a recommendation is made, a revised board agenda item will be presented.		
11.J. Second Reading: New Administrative Procedure 7125, Verification of Eligibility of Employment	42	
A recommendation that the board of trustees adopt the new Administrative Procedure 7125, Verification of Eligibility of Employment, as presented.		
11.K. Second Reading: Revised Board Policy 7130, Compensation	44	
A recommendation that the board of trustees adopt the revised Board Policy 7130, Compensation, as presented.		
11.L. Second Reading: Revised Board Policy and Administrative Procedure, 7140, Collective Bargaining	46	
A recommendation that the board of trustees adopt the revised Board Policy and Administrative Procedure 7140, Collective Bargaining, as presented.		
12. Oral Reports		6:35 PM
12.A. Superintendent/President's Report		

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12.B. Board Member Reports		
12.C. Association Reports		6:45 PM
1) Faculty Association		
2) Academic Senate		
3) California School Employees Association		
4) Associated Student Body Government		
5) AHC Foundation		
6) Management Association		
7) Part-Time Faculty Association		
13. Action Items		7:15 PM
13.A. Acceptance of Grants Approved	50	
A recommendation to accept funded proposals.		
13.B. Resolution 18-01 Classified School Employees Week	51	
A recommendation to adopt resolution 18-01 designating April 23-27, 2018 as Classified School Employees Week.		
13.C. Award of contract for the Prop 39 Year 3, 4 & 5 Lompoc Valley Center Solar Project RFP 18-100	53	
A recommendation may be made that the board of trustees award the contract for the Prop 39 Year 3, 4 & 5 Lompoc Valley Center Solar Project to Elevated Solar Performance in the amount of \$931,568.		
13.D. 2017-2018 Revised Adopted Budget	54	
A recommendation that the board of trustees adopt revisions to the 2017-2018 district budget.		
13.E. Establish New Bank Account.	66	
A recommendation that the board of trustees approve the request to establish a new checking account named Allan Hancock College Jt. Comm College District Auxiliary Funds-CK.		
13.F. Change of Status of Faculty Member	67	
A recommendation that the board of trustees approve the reduced workload (Willie Brown Act) for Margaret Shigenaka, counselor, student success and support program, from 100 percent to 50.0 percent		

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full-time equivalency for the 2018-2019 academic year, under the provisions of California Education Code Section 87483 (Willie Brown Act) and the District's contractual agreement with the Faculty Association of Allan Hancock College, and to be renewed each year for a maximum of ten years unless the instructor and the district mutually agree to change the conditions of the reduced workload.		
13.G. Public Hearing on California School Employees Association Chapter #251 Contract Reopener with the Allan Hancock Joint Community College District on Article 4, per AB 119	68	
A recommendation that the board of trustees give reasonable time for any public comment on California School Employees Association Chapter #251 contract reopener with the Allan Hancock Joint Community College District on Article 4, per AB 119, as presented.		
13.H. Public Hearing on the Allan Hancock Joint Community College District Contract Reopener with California School Employees Association Chapter #251 on Article 4, per AB 119	73	
A recommendation that the board of trustees give reasonable time for any public comment on the Allan Hancock Joint Community College District contract reopener with California School Employees Association Chapter #251 on Article 4, per AB 119, as presented.		
13.I. Equal Employment Opportunity Fund Multiple Method Allocation Certification Form, Fiscal Year 2017-2018	75	
A recommendation that the board of trustees approve the Equal Employment Opportunity Multiple Method Fund Allocation Form, as presented.		
14. Information		7:50 PM
14.A. Grant Proposals Submitted	85	
A report on grant proposals submitted.		
14.B. Equal Employment Opportunity (EEO) Report on Recruitment Statistics for 2016-2017	86	
An update on diversity data.		

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14.C.	First Reading: Revised Board Policy and Administrative Procedure 3200, Accreditation	87	
	A recommendation to review revised Board Policy and Administrative Procedure 3200, Accreditation.		
14.D.	First Reading: New Administrative Procedure 3430, Prohibition of Harassment	92	
	A recommendation that the board of trustees review the new Administrative Procedure 3430, Prohibition of Harassment, as presented.		
14.E.	First Reading: Revised Board Policy and Administrative Procedure 3410, Nondiscrimination	97	
	A recommendation that the board of trustees review the revised Board Policy and Administrative Procedure 3410, Nondiscrimination.		
14.F.	First Reading: New Administrative Procedure 3435, Discrimination and Harassment Complaints and Investigations	102	
	A recommendation that the board of trustees review the revised Administrative Procedure 3435 Discrimination and Harassment Complaints and Investigations.		
14.G.	First Reading: Revised Board Policy 4220, Standards of Scholarship	118	
	A recommendation to review revised Board Policy 4220, Standards of Scholarship		
14.H.	Update on Fine Arts Bond	122	
	An update on the consideration of a 2018 Bond Measure.		
14.I.	Employee Resignations, Retirements, and Separation from Service	123	
	The superintendent president has accepted the separation from service of Charles Capshaw, equipment specialist II, public safety department, retroactive to March 28, 2018.		
14.J.	Monthly Report, Associate Superintendent/Vice President, Academic Affairs	124	

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14.K. Monthly Report, Associate Superintendent/Vice President, Student Services	125	
14.L. Monthly Report, Vice President, Institutional Effectiveness	126	
14.M. Monthly Report, Executive Director, College Advancement	127	
14.N. Monthly Report, Associate Superintendent/Vice President, Finance and Administration	128	
14.O. A Monthly Report on the Year-to-Date Financial Data for Various Funds.	129	
14.P. A Status Report on Bond Measure I Projects	144	
15. New Business		8:30 PM
16. Calendar	146	
17. Adjournment		

The next regular meeting of the board of trustees will be held on Tuesday, May 8, 2018. Closed session begins at 5:00 p.m. Open session begins at 6:00 p.m.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the President's Office at (805) 922-6966 ext. 3245. Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.



Kevin G. Walthers, Ph.D.
Secretary to the Board of Trustees

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Minutes
Regular Board Meeting
Tuesday, March 13, 2018

Hilda Zacarías, President
Larry Lahr, Vice President
Jeffery C. Hall
Dan Hilker
Gregory A. Pensa
Yesenia Beas, Student Trustee

Allan Hancock College
Closed Session - Captain's Room, B-102
Open Session - Boardroom, B-100
800 South College Drive, Santa Maria, CA 93454

1. Call to Order

Trustee Zacarías called the meeting to order at 5:00 p.m. with the following trustees present:
Hall, Hilker, Lahr, Pensa, Zacarías

Trustees absent: None

2. Public Comment to Closed Session

Yvette Andrade shared a concern regarding an employee's request to use vacation leave prior to her retirement. She noted the employee was asked to come to work a few days within that period to help train her replacement and the employee declined the request. Ms. Andrade asked the board of trustees to look into the situation.

3. Adjourn to Closed Session

Trustee Zacarías adjourned the meeting to closed session at 5:04 p.m.

4. Reconvene to Open Session

Trustee Zacarías reconvened the meeting to open session at 6:00 p.m.

5. Action Taken in Closed Session

Trustee Zacarías reported the board of trustees voted unanimously to approve a settlement with Steinberg Architects.

6. Pledge of Allegiance

Jonathan Rojas, Allan Hancock College student, led the audience in the pledge of allegiance.

7. Approval of Agenda as Presented

On a motion by Trustee Lahr, seconded by Trustee Pensa, the Board approved the agenda on a roll-call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

8. Public Comment

Patrick McGuire mentioned his student team will enter a regional industrial technology competition. He asked the board of trustees for their support and thanked everyone who has helped his students reach their goals.

Ana Gomez de Torres acknowledged her students for their victory in a Spanish debate at Cal Poly in San Luis Obispo. She described how the completion was structured, the topic debated, and how her students prepared for the debate.

9. Approval of Minutes

9.A. Approval of Minutes from the February 13, 2018 regular board meeting.

On a motion by Trustee Hilker, seconded by Trustee Hall, the Board voted unanimously to approve the minutes for the February 13, 2018 regular board meeting as submitted.

(Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

10. Presentation

10.A. Changing the Odds

Yvonne Teniente-Cuello shared a Changing the Odds moment. She described an event that changed the path of one student who now plans to attend Hancock College.

10.B. Transfer Achievement Program

Counselors Héctor Alvarez, Ashley Brackett, and Maria Arvizu-Rodriguez provided a presentation about the Transfer Achievement Program. Ms. Arvizu-Rodriguez described how visiting colleges benefits students. Ms. Brackett gave an overview of the Transfer Center's efforts to encourage students to transfer to universities. Ms. Arvizu-Rodriguez also described how social media is used to increase transfers. She highlighted the increase in degrees for transfer awarded and the amount of students accepted to Cal Poly, San Luis Obispo.

11. Consent Agenda

On a motion by Trustee Pensa, seconded by Trustee Lahr, the Board voted to approve the consent agenda on a roll-call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

12. Oral Reports

12.A. Superintendent/President's Report

Dr. Walthers reported he was volunteered to dance at a Lompoc Chamber event to raise funds for Promise.

12.B. Board Member Reports

Trustee Hilker attended an agriculture conference and spoke to employers regarding employee skill needs.

Trustee Lahr did not have a report.

Trustee Zacarías hosted Trustee Open Hour. She had conversations with faculty regarding their roles if a bond measure is proposed.

Trustee Pensa was able to attend the men's championship basketball game. He also enjoyed *The Crucible* play.

Trustee Hall attended the Lompoc event and saw Dr. Walthers' dance. He was able to attend the news press of Rabobank's one million dollar donation.

Yesenia Beas attended the International Women's Day event. She and Janet Cruz meet with Dr. Walthers on a regular basis to talk about student needs and other topics.

12.C. Association Reports

1) Academic Senate

Marla Allegre reported the senate is participating in efficiency conversations and program vitality reviews. They are working with other groups on campus on a possible Academic integrity policy. The senate voted to participate in the online education initiatives application to be included in a 2018 consortium. They are also working on Guided Pathways initiatives.

2) California School Employees Association

Torey Dunn recognized CSEA's new vice president Veronica Reyes.

3) Associated Student Body Government

Janet Cruz reported on many student events that included Love Carefully, a staff vs. students' basketball game, Black history event, and reviewed upcoming events. She mentioned ASBG sponsored three students to go to Harvard University for conference.

4) AHC Foundation

No report was given.

5) Management Association

No report was given.

6) Part-Time Faculty Association

No report was given.

7) Faculty Association

Roger Hall gave an update on the progress made in negotiations. He mentioned a joint meeting with Academic Senate to be efficient in class sections may take place.

13. Action Items

13.A. Acceptance of Grants Approved

On a motion by Trustee Lahr, seconded by Trustee Pensa, the Board accepted funded proposals as submitted. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.B. Naming of the Student Center

On a motion by Trustee Lahr, seconded by Trustee Hall, the Board approved renaming the Student Center as the Rabobank Student Center, in recognition of Rabobank's strong commitment to student success, The Hancock Promise and the college. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.C. Faculty Sabbatical Leave

On a motion by Trustee Hilker, seconded by Trustee Hall, the Board approved sabbatical leave requests for fall 2018 and spring 2019. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.D. South Central Coast Regional Consortium Strong Workforce Program Round 2 2017-2018 Allocation

On a motion by Trustee Hall, seconded by Trustee Hilker, the Board accepted the contracts for a total of \$444,510 in restricted funds to the district. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.E. Academic Policy and Planning Committee Curriculum Summary

On a motion by Trustee Hilker, seconded by Trustee Pensa, the Board adopted the curriculum additions and changes reflected in the summary report of the Academic Policy and Planning Committee. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.F. Change of Status of Faculty Members

On a motion by Trustee Lahr, seconded by Trustee Hall, the Board approved the continued reduced workload (Willie Brown Act) for Marla Allegre, English instructor, English department, from 100 percent to 74.0 percent full-time equivalency for the 2018-2019 academic year; and approve the continuation of reduced workload for Krystyna Musev, mathematics instructor, mathematical sciences department, from 100 percent to 79.2 percent full-time equivalency for the 2018-2019 academic year, under the provisions of California Education Code Section 87483 (Willie Brown Act) and the District's contractual agreement with the Faculty Association of Allan Hancock College, and to be renewed each year for a maximum of ten years unless the instructor and the district mutually agree to change the conditions of the reduced workload.. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.G. Termination Notice of Classified Management Employee

This item was removed from the agenda.

13.H. Memorandum of Understanding Between the District and the California School Employees Association, Chapter #251, Preschool Teachers

On a motion by Trustee Hilker, seconded by Trustee Lahr, the Board ratified the Memorandum of Understanding between the Allan Hancock Joint Community College District "District" and California School Employees Association and its Allan Hancock College Chapter #251 "CSEA" recognizing Preschool Teacher as a CSEA position. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.I. California School Employees Association Chapter #251 Contract Reopener on Article 4, per AB 119

On a motion by Trustee Pensa, seconded by Trustee Hilker, the Board invited the public to forward any comment on the proposal from California School Employees Association Chapter #251 to the director, human resources; and scheduled the proposal for public comment at the scheduled board meeting on April 10, 2018, in

accordance with Board Policy 7140. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

- 13.J. Allan Hancock Joint Community College District Contract Reopener on Article 4, per AB 119

On a motion by Trustee Hilker, seconded by Trustee Hall, the Board invited the public to forward any comment on the proposal from Allan Hancock Joint Community College District to the director human resources; and scheduled the proposal for public comment at the scheduled board meeting on April 10, 2018, in accordance with Board Policy 7140. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

- 13.K. Public Safety Complex Project, Settlement Agreement

On a motion by Trustee Hilker, seconded by Trustee Lahr, the Board authorized staff to finalize the settlement agreement and the releases by and between the district and Sinanian Development Inc., Kitchell CEM, and SVA Architects. The Board also authorized staff to sign the global release for the Public Safety Complex Project. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

- 13.L. California Community College Trustees (CCCT) Board of Directors Election

On a motion by Trustee Lahr, seconded by Trustee Hall, the Board voted for five (5) candidates to serve on the California Community College Trustees Board of Directors. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

14. Information Items

- 14.A. Quarterly Report on Volunteer Aides

Dr. Walthers shared the volunteer aides report.

- 14.B. First Reading: New Administrative Procedure 7125, Verification of Eligibility of Employment

The board did not suggest changes to the policy or procedure.

- 14.C. First Reading: Revised Board Policy 7130, Compensation

The board did not suggest changes to the policy or procedure.

- 14.D. First Reading: Revised Board Policy and Administrative Procedure, 7140, Collective Bargaining

The board did not suggest changes to the policy or procedure.

14.E. Employee Benefits Update

Kelly Underwood gave an update on the use of fringe benefits to lower out-of-pocket expenses on medical and dependent care expenses. She noted the use of this benefit is low and hopes it will increase in the future.

14.F. Emergency Response Planning Update

Kelly Underwood gave an update on emergency response planning. She mentioned there is a training on March 20 in preparation for an exercise in the fall.

14.G. Associate Faculty Status

Kelly Underwood gave an update on Associate Faculty Status. She said this is a new item and quarterly updates will be provided.

14.H. Employee Resignations and Retirements

Dr. Walthers acknowledged the retirements and separations from services as reported.

14.I. Bond Measure I Citizens' Oversight Committee 2017 Annual Report

Dr. Walthers shared the annual report to the district for the period of January 1 through December 31, 2017.

14.J. Monthly Report, Associate Superintendent/Vice President, Academic Affairs

Dr. Nish pointed out the stellar 3.6 grade point average for the football team and women's water polo and gave a brief description of the employee mentoring program.

14.K. Monthly Report, Associate Superintendent/Vice President, Student Services

Associate Superintendent Ornelas gave a brief overview of the activities in student services.

14.L. Monthly Report, Vice President, Institutional Effectiveness

Dr. Murphy provided an overview on Guided Pathways and Multiple Measures.

14.M. Monthly Report, Executive Director, College Advancement

Executive Director Houghton thanked the board of trustees for approving the name change of the Student Center to the Rabobank Student Center.

14.N. Monthly Report, Associate Superintendent/Vice President, Finance and Administration

Associate Superintendent Black gave a brief update on the Fine Arts Complex, Banner

update, the revised adopted budget, and noted a new facilities project manager coordinator was recently hired.

14.O. A Monthly Report on the Year-to-Date Financial Data for Various Funds.

Associate Superintendent Black briefly described the large expenditures in Capital Outlay, payroll expenses, and other outgoing expenses.

14.P. A Status Report on Bond Measure I Projects

Associate Superintendent Black hopes encumbrances in projects can be released as a result of the negotiated agreement.

15. New Business

Trustee Hilker mentioned money had been donated for the Public Safety Complex and would like to know if the track can be named after an individual who promoted the project.

Trustee Hall requested an update on hiring a police chief and police officers.

Trustee Hall asked regarding a college policy on nepotism and employee ethics or integrity.

Trustee Hilker asked for an update on the legal support he requested for undocumented students that was to go through shared governance.

Dr. Walthers responded there is no update on the request going through shared governance. He had shared the attorney general's opinion of the topic and how it incorporated into the policy that is moving through shared governance.

16. Calendar

Dr. Walthers shared events from the calendar.

17. Adjournment

Trustee Zacarías adjourned the meeting at 7:58 p.m.



Kevin G. Walthers, Ph.D.
Secretary to the Board of Trustees

CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Register of Warrants	Item Number: 11.A.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2 Full Warrant Register online

BACKGROUND:

The following summary is submitted for board of trustees approval. The full warrant register will be posted on the district's website in the electronic board agenda for review prior to the board meeting.

GENERAL FUND 9410		
INVOICE WARRANTS	\$ 1,875,946.21	
PAYROLL 2/1/18 – 2/28/18	5,091,895.03	
TOTAL GENERAL FUND		\$ 6,967,841.24
CHILD DEVELOPMENT FUND 9433		
INVOICE WARRANTS	3,125.30	
PAYROLL 2/1/18 – 2/28/18	68,766.34	
TOTAL CHILD DEVELOPMENT FUND		71,891.64
GO BOND CLEARING FUND 9446		
INVOICE WARRANTS	2,435.88	
TOTAL GO BOND CLEARING FUND		2,435.88
GO BOND BUILDING FUND 9447		
INVOICE WARRANTS	27,931.29	
TOTAL GO BOND BUILDING FUND		27,931.29
CAPITAL OUTLAY PROJECTS FUND 9441		
INVOICE WARRANTS	34,373.04	
TOTAL CAPITAL OUTLAY PROJECTS FUND		34,373.04
SELF INSURANCE DENTAL FUND 9461		
INVOICE CHECK	65,451.00	
TOTAL SELF INSURANCE DENTAL FUND		65,451.00
STUDENT CENTER FEE TRUST FUND 9473		
INVOICE WARRANTS	0.00	
TOTAL STUDENT CENTER FEE TRUST FUND		0.00
SELF INSURANCE HEALTH FUND 9462		
INVOICE WARRANTS	910.00	
TOTAL SELF INSURANCE HEALTH FUND		910.00
SELF INSURANCE PROPERTY/LIABILITY FUND 9463		
INVOICE WARRANTS	0.00	
TOTAL SELF INSURANCE PROPERTY/LIABILITY FUND		0.00
<u>GRAND TOTAL ALL FUNDS</u>		<u>\$ 7,170,834.09</u>

RECOMMENDATION:

Staff recommends that the board of trustees approve commercial warrants 1862116 through 1862731 for a subtotal of \$2,010,172.72, and payroll warrants in the amount of \$5,160,661.37, for a grand total of \$7,170,834.09

Administrator Initiating Item: Michael R. Black	Final Disposition:
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ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT

2/01/18-2/28/18

PAYROLL
FUND 9410CERTIFICATED:

1100	Academic Salaries, regular schedule, instructional time	\$ 924,918.64
1200	Academic Salaries, regular schedule, non-instructional time	596,798.53
1300	Certificated Salaries other than regular schedule teaching	856,156.80
1400	Certificated Salaries other than contract non-teaching	157,947.38
3100	State Teachers Retirement	266728.69
3300	Medicare	41,500.35
3400	Health and Welfare Benefits	160,566.67
3500	State Unemployment Insurance	1,273.58
3600	Worker's Compensation Insurance	47,050.36
3700	State Teachers Retirement/Cash Balance Plan/PARS	15,993.71
3911	Academic Retirement Incentive	-
	SUB TOTAL	\$ 3,068,934.71

CLASSIFIED:

2100	Classified Salaries, regular schedule	\$ 1,139,160.09
2200	Classified Instructional Aide Salaries, regular schedule	101,589.16
2300	Classified Salaries, hourly	197,576.36
2300	Student Workers, regular	
2400	Instructional Aides, hourly	94,008.54
2400	Student Workers, Tutors, Peer Counselors	
3200	Public Employees Retirement	194,246.88
3300	Social Security/Medicare	85,183.53
3400	Health and Welfare Benefits	185,719.54
3500	State Unemployment Insurance	562.77
3600	Worker's Compensation Insurance	22,435.79
3700	PARS	2,477.66
4512	Uniform Allowance	-
5113	Externships (Grants Only)	-
8890	Income released for stale dated warrant	-
	SUB TOTAL	\$ 2,022,960.32
	TOTAL FUND 9410	\$ 5,091,895.03

FUND 9433

1200	Academic Salaries, regular schedule, non-instructional time	\$ 15,372.50
1300	Academic Salaries: non-regular schedule instructional time	-
1400	Academic Salaries, non-regular schedule, non-instructional time	4,089.25
2100	Classified Salaries, regular schedule	5,746.93
2300	Classified Salaries, hourly	3,650.00
2300	Student Workers, regular	32,099.19
2400	Classified Salaries, non-regular schedule instructional aides	-
3100	State Teachers' Retirement System	2,218.25
3200	Public Employees Retirement System (PERS)	504.91
3300	Social Security/Medicare	571.66
3400	Health and Welfare Benefits	3,283.00
3500	State Unemployment Insurance	13.22
3600	Workers' Compensation Insurance	1,053.86
3700	State Teachers' Retirement/Cash Balance Plan	163.57
	SUB TOTAL	\$ 68,766.34
	TOTAL FUND 9433	\$ 68,766.34

FUND 9447

1200	Academic Salaries, regular schedule, non-instructional time	\$ -
1300	Academic Salaries: non-regular schedule instructional time	0.00
1400	Academic Salaries, non-regular schedule, non-instructional time	0.00
2100	Classified Salaries, regular schedule	0.00
2300	Classified Salaries, hourly	0.00
2300	Student Workers, regular	0.00
2400	Classified Salaries, non-regular schedule instructional aides	0.00
3100	State Teachers' Retirement System	0.00
3200	Public Employees Retirement System (PERS)	0.00
3300	Social Security/Medicare	0.00
3400	Health and Welfare Benefits	0.00
3500	State Unemployment Insurance	0.00
3600	Workers' Compensation Insurance	0.00
3700	State Teachers' Retirement/Cash Balance Plan	0.00
	SUB TOTAL	\$ -
	TOTAL FUND 9447	\$ -
	TOTAL DISTRICT PAYROLL	\$ 5,160,661.37

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
BUHER, CONNIE	2017 2% RETIREE	67479000 3440	2,007.36		
	IVES Training	60100201 5210	637.69		
			<u>637.69</u>		WA 00862116
CAMIEL, JACK	2% RETIREE CONTRIBUTION	59900000 3440	1,743.17		
	Alignment training	60200141 5210	899.72		
			<u>899.72</u>		WA 00862117
DICKEY, JEANNE	2% RETIREE CONTRIBUTION	67479000 3440	1,543.36		
	AEBG Summit	49306022 5210	103.00		
			<u>103.00</u>		WA 00862118
DIXON, RICHARD G	25 RETIREE CONTRIBUTION	59900000 3440	1,946.70		
	PublicSafetyComplexMeeting	67210600 5210	140.17		
	ACBO budget workshop	67210600 5210	22.00		
			<u>162.17</u>		WA 00862119
FOXWORTHY, ANN	2% RETIREE CONTRIBUTION	59900000 3440	3,223.80		
	Mileage reimbursement	67111000 5210	31.61		
			<u>31.61</u>		WA 00862120
GOT, TERENCE	2\$ RETIREE CONTRIBUTION	59900000 3440	2,296.26		
	Thomas Lamica 3.6-9.18	60100201 5210	495.00		
			<u>495.00</u>		WA 00862121
HEUPEL, MARVIN	2% RETIREE CONTRIBUTION	59900000 3440	1,607.16		
	H.NolanChavez 3.6-9.18	68400301 5210	495.00		
			<u>495.00</u>		WA 00862122
LEE, RUSSELL B	2% RETIREE CONTRIBUTION	59900000 3440	1,874.91		
	Pre-travel Reimbursement	60106094 5210	213.20		
			<u>213.20</u>		WA 00862123
LYON, ROY	2% RETIREE CONTRIBUTION	59900000 3440	1,612.21		
	Mileage reimbursement	63221021 5210	147.82		
			<u>147.82</u>		WA 00862124
Miller, Elizabeth	2% RETIREE CONTRIBUTION	59900000 3440	4,053.36		
	Nursing Ed Conference	60100201 5210	529.45		
			<u>529.45</u>		WA 00862125
PETERSON, CHAUNCEY	2% RETIREE CONTRIBUTION	59900000 3440	1,690.62		
	Alex Spiess 2.26-3.1.18	64300008 5210	378.84		
			<u>378.84</u>		WA 00862126
RAMSDEN, HOWARD S	2% RETIREE CONTRIBUTION	59900000 3440	2,532.00		
	Integrative/ComparativeBiology	67520001 5210	700.00		
			<u>700.00</u>		WA 00862127
SIRNIC, NORMAN N	2% RETIREE CONTRIBUTION	67479000 3440	1,751.97		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	NursingConf-JacquiMillerAttend	60100201 5210	<u>350.00</u> 350.00		WA 00862128
TILLERY, DONALD E	2% RETIREE CONTRIBUTION	59900000 3440	2,082.01		
	Mileage reimbursement	63221021 5210	<u>97.91</u> 97.91		WA 00862129
TRUJILLO, JOANN	2% RETIREE CONTRIBUTION	59900000 3440	1,635.48		
	Mileage reimbursement	60100400 5210	<u>13.91</u> 13.91		WA 00862130
Twitchell, Mary Lou	2% RETIREE CONTRIBUTION	59900000 3440	1,140.15		
	Mileage reimbursement	63220003 5210	<u>11.29</u> 11.29		WA 00862131
VOGT, C THOMAS	2% RETIREE CONTRIBUTION	59900000 3440	1,588.90		
	Mileage reimbursement	66100000 5210	<u>28.01</u> 28.01		WA 00862132
WAHL, PHILIP	2% RETIREE CONTRIBUTION	59900000 3440	1,513.32		
	PublicSafetyComplexProjMeeting	66240000 5210	<u>193.67</u> 193.67		WA 00862133
SYPOLT, TED	2% RETIREE CONTRIBUTION	67479000 3440	2,112.32		
	Mileage reimbursement	63220003 5210	<u>10.11</u> 10.11		WA 00862134
HILKER, DANIEL	Mileage reimbursement	66100000 5210	<u>8.06</u> 8.06		WA 00862135
Hull, Martha J	Nursing Education Conf	60100201 5210	<u>1,353.45</u> 1,353.45		WA 00862136
HYATT REGENCY	H.NolanChavez 3.6-9.18	68400301 5210	<u>718.95</u> 718.95		WA 00862137
Lau, Margaret S	Deans Symposium	60200141 5210	<u>398.89</u> 398.89		WA 00862138
Lopez Cruz, Esther	Mileage reimbursement	63220003 5210	<u>6.15</u> 6.15		WA 00862139
Lorenzo, Valerie	Mileage reimbursement	63220003 5210	<u>4.65</u> 4.65		WA 00862140
Manalo, Lauro	CaDreamin' Nursing Conf	60100201 5210	<u>935.23</u> 935.23		WA 00862141
Maumausolo, Scia M	NFCA Convention	67520001 5210	<u>700.00</u> 700.00		WA 00862142

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
Mccomas, Megan J	CCC/LGBTQ Summit	63220014 5210	302.91 <u>302.91</u>		WA 00862143
Miller, Jacqueline J	CaDreamin'NursingConference	60100201 5210	596.48 <u>596.48</u>		WA 00862144
Moreno, Michelle Nicole	CCC/LGBTQ Summit	63220014 5210	302.91 <u>302.91</u>		WA 00862145
Nolan-Chavez, Holly	CCCCO EWD KeyTalentMtg	68400301 5210	93.44 <u>93.44</u>		WA 00862146
Ochoa De Cano, Alejandra	Mileage reimbursement	63220003 5210	62.06 <u>62.06</u>		WA 00862147
Ornelas, Nohemy	Mileage reimbursement	64510000 5210	572.72 <u>572.72</u>		WA 00862148
PACIFIC VETERINARY	RichardSeidenberg 6.27-7.1.18	60200144 5210	460.00 <u>460.00</u>		WA 00862149
Parisi, Robert	Mileage reimbursement	64642002 5210	27.47 <u>27.47</u>		WA 00862150
PENSA, GREG	Mileage reimbursement	66100000 5210	39.13 <u>39.13</u>		WA 00862151
Perez, Diana M	Mileage reimbursement	64900006 5210	41.73		
	Mileage reimbursement	64900006 5210	47.08 <u>88.81</u>		WA 00862152
Reyes, Griselda	Mileage reimbursement	63220014 5210	26.75 <u>26.75</u>		WA 00862153
Reyes, Irma A	Mileage reimbursement	49306022 5210	142.79 <u>142.79</u>		WA 00862154
Reyes, Veronica	2.5.18 Planning Retreat	60100112 5210	54.00		
	2.5.18 Planning Retreat	64300008 5210	40.50		
	2.5.18 Planning Retreat	64300202 5210	175.50 <u>270.00</u>		WA 00862155
Reynolds, Laura	Mileage reimbursement	62100100 5210	28.34 <u>28.34</u>		WA 00862156
Robles Jr., Fernando	Mileage reimbursement	63221021 5210	112.99 <u>112.99</u>		WA 00862157
SACRAMENTO CO OFFICE	Kat Beckelhymer 1.21-23.18	49306022 5210	75.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			75.00		WA 00862158
Salgado Olivera, Lucerito	Mileage reimbursement	63220003 5210	11.02		
			11.02		WA 00862159
Sanchez, Guadalupe	Mileage reimbursement	63220003 5210	12.68		
			12.68		WA 00862160
Santiago, Leticia	Mileage reimbursement	63220003 5210	6.26		
			6.26		WA 00862161
Santos, Josue	LeanSixSigmaTraining	67761001 5210	296.93		
			296.93		WA 00862162
Servin, Susana	Mileage reimbursement	63220003 5210	5.46		
			5.46		WA 00862163
SHERATON GRAND	Jessica Davis 3.8-10.18	60106094 5210	449.67		
			449.67		WA 00862164
Sims, Nathan W	Mileage reimbursement	63102001 5210	83.98		
			83.98		WA 00862165
Sokolovska, Julia	Mileage reimbursement	62100100 5210	73.90		
			73.90		WA 00862166
Soto Jr, Baldemar O	Mileage reimbursement	63220003 5210	22.26		
			22.26		WA 00862167
Spiess, Alexandra	2.26-3.1.18	64300008 5210	116.00		
			116.00		WA 00862168
Stokes, Brian A	CCC AnthropologyTeachersConf	67520001 5210	469.04		
			469.04		WA 00862169
Tuan, Juanita C	Mileage reimbursement	64300202 5210	28.34		
			28.34		WA 00862170
Valdiviezo, Alicia	Mileage reimbursement	63220001 5210	36.38		
	Mileage reimbursement	63220001 5210	144.97		
			181.35		WA 00862171
Walters, Kevin Glen	Mileage reimbursement	66200000 5210	646.44		
			646.44		WA 00862172
Ward, Nancy Jo	Mileage reimbursement	60200143 5210	298.53		
	CCCAOE Conference	60200143 5210	701.34		
			999.87		WA 00862173
Whitham, David Keith	Mileage reimbursement	21055000 5210	66.88		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			66.88		WA 00862174
ZACARIAS, HILDA	CCC/LGBTQ Summit	66100000 5210	394.02		
			394.02		WA 00862175
Demchak, Karan E	OutdoorClassroomProject	69297131 5210	30.86		
			30.86		WE 00862176
Aceves, Mariela	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862177
AIRGAS USA LLC	CUTMASTER 42 MANUAL	21055003 6410	1,043.01		
			1,043.01		WA 00862178
AMAZON	Physics supplies	19020007 4310	161.96		
	SUPPLIES FOR STUDENT	21055000 4311	638.19		
	SOFTWARE/PROGRAMMING	21055000 5322	40.00		
	SOFTWARE/PROGRAMMING	21055000 5322	5.50		
	AMSEC COMPOSITE SAFE	60100200 6410	969.00		
	INSTRUCTIONAL SUPPLIES	11010000 4311	183.91		
	INSTRUCTIONAL SUPPLIES	11010000 4311	23.87		
	Physics supplies	19020007 4310	15.95		
	SUPPLIES FOR STUDENT	21055000 4311	67.70		
	SUPPLIES FOR STUDENT	21055000 4311	739.00		
	MOBILE 60X40 WHITEBOARD	49306022 6410	255.99		
			3,101.07		WA 00862179
AMAZON	BOOKS FOR SM LIBRARY	61201009 6310	195.62		
	BOOKS FOR SM LIBRARY	61201000 6310	274.66		
	BOOKS FOR SM LIBRARY	61201000 6310	11.96		
			482.24		WA 00862180
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
			1,080.00		WA 00862181
AMERIPRIDE VALLEY	RAGS, APRONS AND SAFETY	67760000 5550	35.00		
			35.00		WA 00862182
APPRENTICE &	2017-18 Plumbers & Pipe	09523000 5130	18,861.12		
			18,861.12		WA 00862183
B & B STEEL & SUPPLY	Instructional Supplies for	09565000 4311	1,662.84		
			1,662.84		WA 00862184
BERCHTOLD EQUIPMENT	PARTS PER INVOICES:	65510000 4520	125.23		
	FREIGHT CHARGES	65510000 4520	23.75		
	PARTS PER INVOICES:	65510000 4520	195.94		
	FREIGHT CHARGES	65510000 4520	12.05		
	PARTS PER INVOICES:	65510000 4520	574.15		
			931.12		WA 00862185

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
BLICK ART MATERIALS	ART SUPPLIES AS PER	10021007 4310	16.07		
			<u>16.07</u>		WA 00862186
BREMER AUTO PARTS	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	36.33		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	83.41		
	PARTS/TOOLS FOR LE TRAINING	21055003 4520	6.51		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	381.94		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	29.42		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	26.47		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	20.70		
	FIRE ACADEMY OPERATIONAL	21335000 4520	25.86		
	FIRE ACADEMY OPERATIONAL	21335000 4520	87.31		
			<u>697.95</u>		WA 00862187
CA ELECTRIC SUPPLY	BALLAST, LEDVA,	65110000 4520	-472.50		
	BALLAST, LEDVA,	65110000 4520	-216.00		
	BALLAST, LEDVA,	65110000 4520	-98.66		
	BALLAST, LEDVA,	65110000 4520	1,134.00		
	BALLAST, LEDVA,	65110000 4520	138.24		
	BALLAST, LEDVA,	65110000 4520	552.96		
	BALLAST, LEDVA,	65110000 4520	1,002.24		
	ELECTRICAL/LIGHTING	65110000 4520	3.96		
			<u>2,044.24</u>		WA 00862188
CAROLINA BIOLOGICAL	Supplies for Biology Labs,	04011007 4310	70.22		
	SCIENCE LAB SUPPLIES	60100407 4310	37.15		
	SCIENCE LAB SUPPLIES	60100407 4310	10.52		
	SWIFT SM101	04010001 6410	3,623.40		
			<u>3,741.29</u>		WA 00862189
CARR'S BOOT SHOP	SAFETY BOOTS FOR	67343000 3920	124.19		
			<u>124.19</u>		WA 00862190
CDW GOVERNMENT INC	ENVIRONMENTAL FEE	09340011 5571	100.00		
	LATITUDE 14" 3480 Q#JDXS749	09340011 6411	-410.76		
	LATITUDE 14" 3480 Q#JDXS749	09340011 6411	15,308.57		
	LATITUDE 14" 3480 Q#JDXS749	09340011 6411	410.76		
			<u>15,408.57</u>		WA 00862191
CITY OF SANTA MARIA	WATER SERVICES AND	65700000 5530	723.78		
	WATER SERVICES AND	68103000 5530	180.95		
			<u>904.73</u>		WA 00862192
COLOR CORRECT	PT-EP.79/CRM CR MOTOR	67761001 4520	189.60		
	PT-EP.79/CB PULLEY DRIVEN	67761001 4520	72.90		
	Fed Ex Shipping	67761001 4520	13.68		
	SV-BK/REPA EPSON PRINTER	67761001 5650	125.00		
	SV-BK/TRAV TRAVEL AND FUEL	67761001 5650	375.00		
			<u>776.18</u>		WA 00862193
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	126.02		
			<u>126.02</u>		WA 00862194

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Genesys Spectrophotometer,	19050001 6410	2,182.41		
	Fuel Surcharge	19050001 6410	4.20		
	1,4-Dimethoxybenzene,	19050007 4310	17.97		
	1,3-Dimethoxybenzene, 100g,	19050007 4310	18.40		
	1-Pentanol, 25 mL,	19050007 4310	20.50		
	2-Methyl-1-Propanol, 100 mL,	19050007 4310	15.25		
	Aluminum Chloride, Anhydrous,	19050007 4310	28.75		
	2.36 mL amber jugs, 6 per	19050007 4310	99.89		
	Barium Chloride, 500g, #S25187	19050007 4310	14.03		
	Buffer Solution, pH 10, 500	19050007 4310	5.25		
	Calcium Chloride, Anhydrous,	19050007 4310	17.92		
	Cupric Chloride, 100g, #S25279	19050007 4310	21.64		
	Cyclohexanone, 250 mL,	19050007 4310	18.47		
	Ethyl Ether, Anhydrous, 1L,	19050007 4310	56.02		
	Diisobutylamine, 500 mL,	19050007 4310	32.77		
	Ethanol, 95%, 1 gallon,	19050007 4310	92.56		
	Ethylbenzene, 25 mL,	19050007 4310	14.04		
	Formaldehyde, 37%, 500 mL,	19050007 4310	9.21		
	3-methylbutyaldehyde, 100	19050007 4310	30.08		
	2-methyl-1-propanol, 100 mL,	19050007 4310	15.25		
	2L HDPE narrow-mouth bottles,	19050007 4310	129.59		
	o-xylene, 99%, 100 mL,	19050007 4310	39.65		
	4-Aminophenol, 5g,	19050007 4310	14.93		
	1-Pentanol, 25 mL,	19050007 4310	10.25		
	Sodium Borohydride, 10g,	19050007 4310	70.39		
	Sodium Chloride, 3kg, #S25542A	19050007 4310	20.64		
	Zinc Nitrate Hexahydrate,	19050007 4310	19.03		
	Veratrole, 100g, #AC161111000	19050007 4310	19.86		
	Amber Jar, 950 mL, 12/case,	19050007 4310	168.22		
	Ammonium Hydroxide, ACS,	19050007 4310	123.70		
	4L Beaker, #02-540T	19050007 4310	161.50		
	Ethanol, Absolute, 500 mL,	19050007 4310	49.84		
	Ethyl Acetate, ACS, 1L,	19050007 4310	100.53		
	Spigot, #02-963-7	19050007 4310	87.78		
	Fuel Surcharge	19050007 4310	4.22		
	1,2,3-Trimethylbenzene, 25	19050007 4310	119.01		
	m-xylene, 100 mL, #AAL03788AE	19050007 4310	22.78		
	1,2,4-Trimethylbenzene, 25	19050007 4310	30.02		
	Hydrogen Peroxide, 30%,	19010007 4310	185.93		
	Potassium Iodate, 500g,	19010007 4310	76.93		
	Potassium Iodide, 100g,	19010007 4310	23.04		
	Calcium Carbide, 500g,	19010007 4310	14.43		
	Isopropanol, 70%, 4L, #S25371A	19010007 4310	30.46		
	Sodium Bicarbonate, 2.5 kg,	19010007 4310	12.02		
	Nitric Acid, 2.5L, #A200-212	19010007 4310	179.06		
	Sulfuric Acid, 2.5L,	19010007 4310	205.20		
	Fuel Surcharge	19010007 4310	4.21		
	Bell Jar, 3 gallon, #S30956	19050007 4310	243.60		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	Phenol, 100g, #S25462	19050007 4310	50.48		
	KBr Polished Disc, 25mm x	19050007 4310	155.93		
	SCIENCE LAB SUPPLIES	60100407 4310	260.07		
			<u>34,467.99</u>		WA 00862204
Flaningam, Shane A	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			<u>31.00</u>		WA 00862205
Flynn, Michael A	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			<u>31.00</u>		WA 00862206
FOLLETT HEG - AHC	BOOKS AND SUPPLIES FOR	00000010 9516	850.81		
			<u>850.81</u>		WA 00862207
FRONTIER	TELEPHONE SERVICE	65700000 5540	2,990.65		
			<u>2,990.65</u>		WA 00862208
FRONTIER	TELEPHONE SERVICE	65700000 5540	24.33		
			<u>24.33</u>		WA 00862209
GARDA CL WEST INC	MONTHLY ARMORED CAR	67211000 5112	-13.71		
	MONTHLY ARMORED CAR	67211000 5112	-30.96		
	MONTHLY ARMORED CAR	67211000 5112	30.24		
	MONTHLY ARMORED CAR	67211000 5112	409.36		
			<u>394.93</u>		WA 00862210
Gonzalez, Raquel	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			<u>31.00</u>		WA 00862211
GRAY LIFT INC	FORKLIFT, DOOSAN G25N-7 LP	67710300 6410	24,038.51		
			<u>24,038.51</u>		WA 00862212
HARDY DIAGNOSTICS	Supplies for Biology Labs,	04011007 4310	609.40		
			<u>609.40</u>		WA 00862213
HARTFORD, THE	AHC GROUP LIFE INSURANCE	00000010 9537	5,089.32		
			<u>5,089.32</u>		WA 00862214
Herrera-Perez, Dezeray M	LIVE SCAN REIMB FOR	64700000 5820	15.00		
			<u>15.00</u>		WA 00862215
INTERMOUNTAIN LOCK	KEY/LOCK SUPPLIES	65110000 4520	22.63		
	KEY/LOCK SUPPLIES	65110000 4520	151.06		
	KEY/LOCK SUPPLIES	65110000 4520	21.47		
			<u>195.16</u>		WA 00862216
JAY CEE TROPHY CO INC	FIRE ACADEMY PASSPORT/ BADGES- NAME BADGES FOR	21335000 4311 LE055000 4311	20.20 55.08		
			<u>75.28</u>		WA 00862217
JOBELEPHANT.COM INC	ADVERTISING FOR	59902000 5880	100.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			100.00		WA 00862218
KARS NOW	2013 FORD ECONOLINE CARGO	67710300 6410	16,187.04		
	DOCUMENT PROCESSING	67710300 6410	59.40		
	DEALER SMOG FEE	67710300 6410	54.00		
	STATE SMOG FEE	67710300 6410	8.25		
			16,308.69		WA 00862219
KARS NOW	2012 CHEVROLET COLORADO	67710300 6410	14,027.04		
	DOCUMENT PROCESSING	67710300 6410	59.40		
	EMISSIONS TESTING CHARGE	67710300 6410	54.00		
	STATE SMOG FEE	67710300 6410	8.25		
			14,148.69		WA 00862220
KATZ, NORM	PRE-EMPLOYMENT SCREENING	67775000 5820	450.00		
			450.00		WA 00862221
Laffoon, Chaise L	LIVE SCAN REIMB FOR	64700000 5820	15.00		
			15.00		WA 00862222
LIEBERT CASSIDY	LEGAL SERVICES, MONTH OF	67342000 5730	2,263.00		
			2,263.00		WA 00862223
LINCOLN AQUATICS	LABOR CHARGES	65110000 5650	2,512.50		
			2,512.50		WA 00862224
LOMPOC RECORD	LOMPOC RECORD NEWSPAPER	61201000 6330	56.98		
			56.98		WA 00862225
MCMASTER-CARR SUPPLY	Instructional supplies for	09563007 4310	550.47		
	Discount	09563007 4310	-10.86		
	Instructional supplies for	09563007 4310	12.27		
	Discount	09563007 4310	-0.13		
			551.75		WA 00862226
Meddings, Paul M	REIMBURSEMENT FOR	65510000 5320	60.00		
			60.00		WA 00862227
METROPOLITAN LIFE	AHC LTD/INCOME PROTECTION	00000010 9544	5,810.88		
			5,810.88		WA 00862228
MISSION LINEN &	LAUNDRY SERVICES FOR AUTO	09480000 5550	32.15		
	LAUNDRY SERVICES FOR AUTO	09482000 5550	8.67		
	UNIFORM SERVICES/TOWELS	67772000 5550	104.56		
			145.38		WA 00862229
MOORE MEDICAL LLC	MEDICAL SUPPLIES (SEE	64400002 4530	2,257.71		
	SHIP ON ICE FEE FOR TB	64400002 4530	6.95		
	POFY182514 Medical Supplies	64400002 4530	87.11		
			2,351.77		WA 00862230

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
MOORE MEDICAL LLC	DERMOPLAST HOSP SPR ORM	12301007 4310	47.89		
	MALE URINAL W/ COVER	12301007 4310	7.65		
	DERMOPLAST HOSP SPR ORM	12301007 4310	0.75		
			56.29		WA 00862231
Mora, Janette G	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862232
MORRIS PI GROUP	POLICE BACKGROUND	67775000 5820	1,500.00		
			1,500.00		WA 00862233
NEWTEL CONSULTING	42 HOURS OF LABOR TO	69500001 5650	4,200.00		
	8 HRS OF LABOR TO	69500001 5650	800.00		
			5,000.00		WA 00862234
NILES BIOLOGICAL	SCIENCE LAB SUPPLIES	60100407 4310	28.93		
	SCIENCE LAB SUPPLIES	60100407 4310	13.00		
	Supplies for Biology Labs,	04011007 4310	46.55		
	Supplies for Biology Labs,	04011007 4310	10.50		
			98.98		WA 00862235
			0.00		
			0.00	V VD	WA 00862236
OFFICE DEPOT INC	Office Supplies	49306022 4520	9.27		
	DESK ORGANIZER	08350000 4310	43.51		
	MISC OFFICE/OPERATIONAL	09000000 4520	53.20		
	MISC OFFICE/OPERATIONAL	09000000 4520	4.95		
	Electronics Instr Supplies	09340017 4310	46.48		
	Electronics Instr Supplies	09340017 4310	36.77		
	ART SUPPLIES	10021007 4310	73.43		
	INSTRUCTIONAL SUPPLIES	10042007 4310	8.28		
	OFFICE SUPPLIES OPEN UNTIL	15000010 4520	42.40		
	OFFICE SUPPLIES OPEN UNTIL	15000010 4520	21.05		
	Instructional Supplies	17010007 4310	59.83		
	Office and Operational	19000000 4520	222.75		
	OFFICE/OPERATIONAL SUPPLIES	330000 4520	32.23		
	OFFICE/OPERATIONAL SUPPLIES	330000 4520	139.73		
	OFFICE/OPERATIONAL SUPPLIES	330000 4520	15.10		
	Instructional Supplies till	22000010 4310	80.57		
	Office Supplies 9/20/17 -	22000010 4520	9.78		
	Office Supplies 9/20/17 -	22000010 4520	3.63		
	INSTRUCTIONAL SUPPLIES:	22000017 4310	56.40		
	INSTRUCTIONAL SUPPLIES:	22000017 4310	143.61		
	INSTRUCTIONAL SUPPLIES	49308007 4310	35.06		
	INSTRUCTIONAL SUPPLIES	49308007 4310	5.61		
	GEN OFF SUPP 08/03/2017 -	60100112 4520	18.90		
	GEN OFF SUPP 08/03/2017 -	60100112 4520	45.07		
	GEN OFF SUPP 08/03/2017 -	60100112 4520	9.39		
	GEN OFF SUPP 08/03/2017 -	60100112 4520	24.17		
	Office/Operational Supplies	60100400 4520	28.97		
	Office/Operational Supplies	60100400 4520	14.14		

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	MISC. OFFICE SUPPLIES 1/3/18	61201400 4520	51.66		
	MISC. OFFICE SUPPLIES 1/3/18	61201400 4520	12.20		
	OFFICE SUPPLIES 7/6/17 -	66240000 4520	62.29		
	OFFICE SUPPLIES	67111000 4520	103.76		
	OFFICE SUPPLIES	67111000 4520	10.79		
	Operational Supplies	67211000 4520	85.85		
	Operational Supplies	69600000 4520	88.12		
	LINEAR IMAGER SCANNER	12032002 4310	46.21		
	OFFICE CHAIR	12032002 6410	280.79		
	MEDLINE EXAM TABLE PAPER	12080007 4310	56.48		
	OFFICE SHREDDER	12301000 4520	187.97		
	CORRECTION TAPE	12303000 4520	6.58		
	BROTHER TONER BLACK	12303000 4520	52.65		
	TONER CARTRIDGE 27X	12401000 4520	83.07		
	OFFICE SUPPLIES 1/1/18-5/31/18	67220000 4520	40.81		
	OFFICE SUPPLIES 1/1/18-5/31/18	67220000 4520	7.87		
	OFFICE SUPPLIES 1/1/18-5/31/18	67220000 4520	10.14		
	OFFICE SUPPLIES 1/1/18-5/31/18	67220000 4520	32.38		
			2,503.90		WA 00862237
OFFICE DEPOT INC	INSTRUCTIONAL SUPPLIES FOR	21055000 4310	15.51		
			15.51		WA 00862238
OLD TOWN SHIRT	EMBROIDERY	69621900 4520	106.92		
			106.92		WA 00862239
OLYMPUS AMERICA INC	SZ6145TR Microscope body	04010001 6410	1,820.47		
	WHSZ10X Eyepiece 10X w/out	04010001 6410	215.48		
	SZ2-ILST-1-8 TRANS & REF	04010001 6410	952.02		
	US Style 3 Prong power cord	04010001 6410	16.78		
	Logo Cloth Dust Cover 22 x 21	04010001 6410	20.30		
	DP22 Color Camera Kit with	04010001 6410	5,146.50		
	Shipping	04010001 6410	66.00		
			8,237.55		WA 00862240
ORCHARD	INSTRUCTIONAL SUPPLIES ART	0021007 4310	43.19		
	HARDWARE SUPPLIES	65110000 4520	16.38		
	HARDWARE SUPPLIES	65110000 4520	33.34		
	HARDWARE SUPPLIES	65110000 4520	16.39		
	HARDWARE SUPPLIES	65110000 4520	6.13		
	HARDWARE SUPPLIES	65110000 4520	5.63		
			121.06		WA 00862241
PACKET FUSION INC	Shoretel Support Agreement; 1	67873100 5660	49,652.15		
			49,652.15		WA 00862242
Pham, Tan	LIVE SCAN REIMB FOR	64700000 5820	25.00		
			25.00		WA 00862243
PORTABLE JOHNS INC	RENTAL/SERVICING CHARGES	68102000 5690	284.80		
	RENTAL/SERVICING CHARGES	68102000 5690	730.95		
			1,015.75		WA 00862244

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PPG ARCHITECTURAL	PAINT SUPPLIES	65110000 4520	17.49		
			<u>17.49</u>		WA 00862245
PRAXAIR DISTRIBUTION	INSTRUCTIONAL SUPPLIES FOR	09565000 4311	281.26		
			<u>281.26</u>		WA 00862246
			0.00		
			<u>0.00</u>	V VD	WA 00862247
PRECISION AIR SYSTEMS	AIR COMPRESSOR SERVICE	65110400 4520	14.01		
	AIR COMPRESSOR SERVICE	65110400 4520	35.83		
	AIR COMPRESSOR SERVICE	65110400 4520	58.19		
	AIR COMPRESSOR SERVICE	65110400 4520	58.19		
	AIR COMPRESSOR SERVICE	65110400 4520	80.00		
	AIR COMPRESSOR SERVICE	65110400 4520	60.07		
	FREIGHT CHARGES	65110400 4520	15.03		
	FREIGHT CHARGES	65110400 4520	16.36		
	FREIGHT CHARGES	65110400 4520	16.21		
	FREIGHT CHARGES	65110400 4520	16.21		
	FREIGHT CHARGES	65110400 4520	17.86		
	FREIGHT CHARGES	65110400 4520	16.37		
	LABOR CHARGES	65110400 5650	51.00		
	LABOR CHARGES	65110400 5650	102.00		
	LABOR CHARGES	65110400 5650	102.00		
	LABOR CHARGES	65110400 5650	51.00		
	LABOR CHARGES	65110400 5650	102.00		
	LABOR CHARGES	65110400 5650	51.00		
	AIR COMPRESSOR SERVICE	65110000 4520	58.19		
	FREIGHT CHARGES	65110000 4520	16.21		
	AIR COMPRESSOR SERVICE	65110000 4520	58.18		
	FREIGHT CHARGES	65110000 4520	16.22		
	AIR COMPRESSOR SERVICE	65110000 4520	58.19		
	FREIGHT CHARGES	65110000 4520	16.21		
	AIR COMPRESSOR SERVICE	65110000 4520	204.73		
	FREIGHT CHARGES	65110000 4520	27.20		
	AIR COMPRESSOR SERVICE	65110000 4520	146.00		
	FREIGHT CHARGES	65110000 4520	22.81		
	AIR COMPRESSOR SERVICE	65110000 4520	58.19		
	FREIGHT CHARGES	65110000 4520	16.21		
	AIR COMPRESSOR SERVICE	65110000 4520	58.19		
	FREIGHT CHARGES	65110000 4520	16.21		
	AIR COMPRESSOR SERVICE	65110000 4520	36.37		
	FREIGHT CHARGES	65110000 4520	16.21		
	AIR COMPRESSOR SERVICE	65110000 4520	80.00		
	FREIGHT CHARGES	65110000 4520	17.86		
	LABOR CHARGES	65110000 5650	51.00		
	LABOR CHARGES	65110000 5650	51.00		
	LABOR CHARGES	65110000 5650	51.00		
	LABOR CHARGES	65110000 5650	102.00		
	LABOR CHARGES	65110000 5650	306.00		
	LABOR CHARGES	65110000 5650	51.00		
	LABOR CHARGES	65110000 5650	51.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	LABOR CHARGES	65110000 5650	51.00		
	LABOR CHARGES	65110000 5650	102.00		
			<u>2,602.51</u>		WA 00862248
PREMIUM QUALITY	LIGHTS PER ATTACHED QUOTE	65110000 4520	-392.26		
	LIGHTS PER ATTACHED QUOTE	65110000 4520	2,787.59		
	LIGHTS PER ATTACHED QUOTE	65110000 4520	27.00		
			<u>2,422.33</u>		WA 00862249
PRESIDIO WINERY	Wines for AG 103 and 104	01120000 4311	903.96		
			<u>903.96</u>		WA 00862250
PROCARE JANITORIAL	CUSTODIAL SUPPLIES FOR	65311000 4520	33.53		
	CUSTODIAL SUPPLIES FOR	65311000 4520	47.89		
	CUSTODIAL SUPPLIES FOR	65311000 4520	1,791.29		
	CUSTODIAL SUPPLIES	65311400 4520	529.76		
	CUSTODIAL SUPPLIES	65311400 4520	85.62		
	CUSTODIAL SUPPLIES FOR	65311000 4520	48.49		
	CAN LINER, BLACK, 43X47	65510000 4520	503.01		
			<u>3,039.59</u>		WA 00862251
RAYNE WATER	REVERSE OSMOSIS FOR	65700000 5690	163.95		
	REVERSE OSMOSIS: BLDG B 204	7220002 5690	25.95		
			<u>189.90</u>		WA 00862252
READYREFRESH BY	WATER DELIVERY SERVICE	65510000 4710	12.95		
			<u>12.95</u>		WA 00862253
Reed, Christine L	Reimbursement for pizza lunch	60100703 4710	120.15		
			<u>120.15</u>		WA 00862254
ROBERTSON GOMEZ	REFRIGERANT PART NO. OZ	21055000 4520	15.21		
	A/C SERVICE- EVACUATED A/C	21055000 5650	59.95		
	AC SERVICE-SERVICE AIR	21055000 5650	59.95		
			<u>135.11</u>		WA 00862255
RP GROUP, THE	RP GROUP INSTITUTIONAL	66201000 5310	500.00		
			<u>500.00</u>		WA 00862256
SAFEWAY INC - VONS	Instructional Supplies for	04011007 4310	38.15		
	Supplies for the Chemistry	19050007 4310	32.64		
	SCIENCE LAB SUPPLIES	60100407 4310	10.77		
			<u>81.56</u>		WA 00862257
SANTA BARBARA CO	2017-18 SB County Electrical	09522000 5130	6,343.68		
			<u>6,343.68</u>		WA 00862258
SANTA MARIA HUMAN	2018 Membership Renewal	67300100 5310	70.00		
			<u>70.00</u>		WA 00862259
SANTA MARIA VALLEY	Sub Recipient Agreement	68400382 5112	11,538.36		

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			11,538.36		WA 00862260
SANTA YNEZ VALLEY	SANTA YNEZ VALLEY NEWS	61201000 6330	21.00		
			21.00		WA 00862261
SAVE MART	Instructional Supplies	13063000 4311	134.82		
			134.82		WA 00862262
Shin, Sohyoung	LIVE SCAN REIMB FOR	64700000 5820	15.00		
			15.00		WA 00862263
SMART & FINAL	Instructional Supplies	13063000 4310	239.74		
			239.74		WA 00862264
SMITH PIPE & SUPPLY INC	LANDSCAPE SUPPLIES	65510000 4520	280.80		
			280.80		WA 00862265
SOURCE GRAPHICS	WIDE FORMAT SUPPLIES FOR	67762000 4520	424.10		
	Office/Operational Supplies	67762000 4520	-369.36		
	Office/Operational Supplies	67762000 4520	600.33		
			655.07		WA 00862266
SOUTHERN CALIFORNIA	GAS SUPPLY 7/1/17-6/30/18	65700000 5510	1,908.91		
	GAS SUPPLY 7/1/17-6/30/18	68103000 5510	477.23		
			2,386.14		WA 00862267
SPORT & CYCLE TEAM	ADDITIONAL SHIPPING - NEXT	69610000 5870	155.75		
			155.75		WA 00862268
STRATA INFORMATION	Technical on site Consulting	64642002 5112	4,030.00		
	Travel expense for consultant	64642002 5220	1,011.98		
			5,041.98		WA 00862269
SUPPLYWORKS	BULB, F25T8/735,	65110000 4520	73.87		
	BULB, F25T8/735,	65110000 4520	73.87		
	BULB, TL5/28W/830HE	65110000 4520	273.37		
	BULB, F13T5/COOL WHITE,	65110000 4520	62.36		
	BULB, F32T84100K,	65110000 4520	570.89		
	BULB, TL5/28W/830HE	65110000 4520	273.37		
	BULB, BR30-65W-130V,	65110000 4520	44.06		
	BULB, ECOBULB CFL 60W GU24	65110000 4520	80.87		
			1,452.66		WA 00862270
Tarbet, Angela R	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			31.00		WA 00862271
TECHSMITH	CAMTASIA SNAGIT BUNDLE,	66201005 5322	194.00		
	COMMON CRAFT	66201005 5322	24.99		
	ELECTRONIC SOFTWARE	66201005 5322	0.00		
			218.99		WA 00862272

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TROJAN PETROLEUM INC	OIL, SYN BLEND 10/30 RIB	67772000 4520	472.23		
	OIL, PRONTO 0/20 QUARTS	67772000 4520	53.78		
	OIL, PRONTO 5/20 QUARTS	67772000 4520	53.78		
	RECYCLING FEES	67772000 4520	15.81		
	MOTOR OIL TAX	67772000 4520	2.44		
			598.04		WA 00862273
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	-350.44		
	UPS CHARGES	67700000 5870	425.89		
			75.45		WA 00862274
UNITED REFRIGERATION	HVAC SUPPLIES	65110000 4520	83.88		
	HVAC SUPPLIES	65110000 4520	21.60		
			105.48		WA 00862275
VIRCO INC	ZUMA SERIES LAB STOOL PER	19050001 6410	4,882.64		
			4,882.64		WA 00862276
WARD'S SCIENCE INC	Iodine Solution	04011007 4310	16.60		
			16.60		WA 00862277
WEST COAST WATER	MONTHLY WATER TREATMENT	65110000 5640	1,400.00		
	MONTHLY WATER TREATMENT	65110400 5640	1,066.00		
			2,466.00		WA 00862278
Zacarias, Gabriel D	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862279
Zumbro, Emma C	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			31.00		WA 00862280
NATIONWIDE POWER	INSTALLATION, REMOVAL,	71800016 5650	2,520.00		
	INSTALLATION, REMOVAL,	71800016 5650	2,205.00		
	INSTALLATION, REMOVAL,	71800016 5650	1,575.00		
	VRLA SEALED LEAD ACID	71800016 6211	10,782.20		
	FREIGHT CHARGES	71800016 6211	393.38		
	VRLA SEALED LEAD ACID	71800016 6211	7,188.13		
	FREIGHT CHARGES	71800016 6211	353.15		
	VRLA SEALED LEAD ACID	71800016 6211	3,256.07		
	FREIGHT CHARGES	71800016 6211	325.11		
			28,598.04		WB 00862281
Meddings, Paul M	Classified Health and Welfare	67900009 3420	34.00		
	Classified Health and Welfare	67900009 3420	65.00		
			99.00		WC 00862282
COAST LINE	Food Supplies for Children's	33697017 4710	308.23		
			308.23		WE 00862283
FOODBANK OF SANTA	Food supplies for childrens	33697017 4710	64.88		
			64.88		WE 00862284

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Vendor Name	Description	Budget Code	Amount	Status	Warrant		
SAVE MART	Food Supplies for Children's	33697017 4710	44.48				
	Food Supplies for Children's	33697017 4710	190.65				
	Food Supplies for Children's	33697017 4710	99.95				
	Food Supplies for Children's	33697017 4710	49.53				
	Food Supplies for Children's	33697017 4710	44.15				
			428.76		WE 00862285		
ATKINSON ANDELSON	Legal Services - Month of	67342000 5730	1,815.88				
	Legal Services - Month of	71710033 5730	620.00				
			2,435.88		WH 00862286		
ATKINSON ANDELSON	LEGAL SERVICES RELATED TO	71710033 5730	13,138.13				
			13,138.13		WI 00862287		
AYRES HOTEL	Doty/Henretta 3.27-28.18	62100000 5210	133.43				
			133.43		WA 00862288		
AYRES HOTEL	M.Auaid-Maltagliati 3.27-28.18	62100005 5210	133.43				
			133.43		WA 00862289		
Black, Michael R	Mileage reimbursement	67210600 5210	94.61				
			94.61		WA 00862290		
CA DENTAL ASSISTANTS	Kathy Johnson 4.19-22.18	60100201 5210	345.00				
			345.00		WA 00862291		
CCCAOE	Margaret Lau 3.7-9.18	60100201 5210	495.00				
			495.00		WA 00862292		
Chapman, Annette M	2.11-15.18	67220000 5210	656.27				
			656.27		WA 00862293		
Clardy, Daniel L	AEBG Annual Summit	49306022 5210	425.33				
			425.33		WA 00862294		
Damron, Seth Wesley	AmerFootballCoachesAssnConv	67520001 5210	700.00				
			700.00		WA 00862295		
ENTERPRISE RENT-A-CAR	VEHICLE RENTAL (PICK UP SM	60100100 5210	157.73				
			CAR RENTAL	63220014 4640	137.45		
					295.18		WA 00862296
Krelle, Stacy G	Mileage reimbursement	60100112 5210	113.36				
			113.36		WA 00862297		
Lamica, Thomas J	3.6-9.18	60100201 5210	120.00				
			120.00		WA 00862298		
Lamica, Thomas J	3.3-6.18	60200133 5210	392.64				

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			392.64		WA 00862299
Mabry, Robert D	RegionalMakerFairePlanningMtg	68400382 5210	174.33		
			174.33		WA 00862300
Nolan-Chavez, Holly	Mileage reimbursement	68400301 5210	242.52		
			242.52		WA 00862301
Nolan-Chavez, Holly	2.26-27.18	68400301 5210	322.48		
			322.48		WA 00862302
Nolan-Chavez, Holly	3.6-9.18	68400301 5210	401.23		
			401.23		WA 00862303
Phillips, Lizabeth A	Job Fair-Recruitment	67610004 5210	229.72		
			229.72		WA 00862304
Reyes, Irma A	AEBG Annual Summit	49306022 5210	197.36		
			197.36		WA 00862305
Reyes, Veronica	Staff Retreat	60100112 5210	4.69		
	Staff Retreat	64300008 5210	3.51		
	Staff Retreat	64300202 5210	15.24		
			23.44		WA 00862306
RP GROUP, THE	Erica Biely 4.10-12.18	66201005 5210	500.00		
			500.00		WA 00862307
RP GROUP, THE	Armando Cortez 4.10-12.18	66201005 5210	500.00		
			500.00		WA 00862308
Sims, Nathan W	Mileage reimbursement	63102001 5210	85.02		
			85.02		WA 00862309
Spiess, Alexandra	Mileage reimbursement	64300008 5210	56.68		
			56.68		WA 00862310
Valdiviezo, Alicia	Mileage reimbursement	63220001 5210	159.14		
			159.14		WA 00862311
Wright-Morgan, Christina	Mileage reimbursement	64300202 5210	69.55		
			69.55		WA 00862312
Frazier, Yvon M	Outdoor Classroom Conf	69297131 5210	267.39		
			267.39		WE 00862313
Trigueros, Alicia E	Outdoor Classroom Project	69297131 5210	45.86		
			45.86		WE 00862314
Zarate, Odaliss Ascela	Outdoor Classroom Project	69297131 5210	40.96		

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			40.96		WE 00862315
AHC - AUXILIARY	GENERAL FUND ALLOCATION	10070000 7394	225,000.00		
			225,000.00		WA 00862316
AIRGAS USA LLC	HELMET CLASSIC SERIES VS	21055000 4520	102.60		
	GLOVES-LARGE BLACK GOLD	21055000 4520	13.66		
	GLOVE-WELDERS LARGE	21055000 4520	9.88		
	WIRE MIG ER70S-6/EM11K .035"	21055000 4520	277.52		
	CARBON DIOXIDE ARGON	21055000 4520	84.91		
	AIRGAS HAZMAT CHARGE	21055000 4520	28.94		
	CARBON DIOXIDE CYLINDER-	21055014 6410	371.43		
			888.94		WA 00862317
ALL AMERICAN SCREEN	Embroidery AHC logo on lab	13063008 4310	162.00		
			162.00		WA 00862318
AMAZON	MICROSOFT ERGO KEYBOARD	22000017 4315	36.67		
	USB C TO HDMI VGA AUDIO	22000017 4315	22.59		
	Office Supplies for the CCC	68400382 4520	113.67		
	Operational Supplies	68400382 4520	51.75		
	LAERDAL 020300 LITTLE ANNE	12502000 4310	127.20		
			351.88		WA 00862319
AMERICAN GENERAL	30-SECOND SPOT PROMOTING	49306022 5880	500.00		
	30-SECOND SPOT PROMOTING	67111000 5880	400.00		
	30-SECOND SPANISH SPOT	67111000 5880	400.00		
			1,300.00		WA 00862320
AMERICAN INDUSTRIAL	INSTRUCTIONAL SUPPLIES FOR	09565007 4310	97.85		
			97.85		WA 00862321
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	Charter Bus Service	60200323 4640	1,290.00		
			2,370.00		WA 00862322
AMERIPRIDE VALLEY	RAGS, APRONS AND SAFETY	67760000 5550	35.00		
	RAGS, APRONS AND SAFETY	67760000 5550	35.00		
			70.00		WA 00862323
APPLE COMPUTER	eWaste Fee	67873200 5571	6.00		
	27" iMac with Retina 5k	67873200 6411	3,238.92		
			3,244.92		WA 00862324
ARA DENTAL EQUIPMENT	ONE HOUR OF LABOR FOR	12401001 5650	110.00		
	OFFICE CALL FEE	12401001 5650	50.00		
			160.00		WA 00862325
ARAMARK UNIFORM	MONTHLY TOWEL RENTAL FOR	21055000 5550	17.25		
	MONTHLY TOWEL RENTAL FOR	21335000 5550	17.25		
			34.50		WA 00862326

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ASSOC OF GOVERNING	COMMUNITY COLLEGE	66200000 5310	1,500.00 <u>1,500.00</u>		WA 00862327
B & H PHOTO-VIDEO	PEARSTONE STND SERS CABLE	10300005 6410	6.71		
	OPTOMA SHORT-THROW	10300005 6410	931.73 <u>938.44</u>		WA 00862328
BATTERY SYSTEMS INC	BATTERIES FOR ALARM PANEL	69500001 4520	48.65 <u>48.65</u>		WA 00862329
BREMER AUTO PARTS	FIRE ACADEMY OPERATIONAL	21335000 4520	31.39		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	67.82		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	43.61 <u>142.82</u>		WA 00862330
BURNHAM INSURANCE	CONSULTING SERVICES FOR	67300100 5112	3,250.00 <u>3,250.00</u>		WA 00862331
CA DEPT OF PUBLIC	RENEWAL CLINICAL	64400002 5320	141.00 <u>141.00</u>		WA 00862332
CA ELECTRIC SUPPLY	ELECTRICAL/LIGHTING	65110000 4520	153.36		
	BALLAST, LEDVA,	65110000 4520	552.96 <u>706.32</u>		WA 00862333
CAL COAST MACHINERY	CABLE, AM101415	65510000 4520	34.75		
	SWITCH, AM123138	65510000 4520	117.17 <u>151.92</u>		WA 00862334
CAROLINA BIOLOGICAL	Brine Shrimp, live, catalog	04011007 4310	20.26		
	Freight and Handling	04011007 4310	11.88 <u>32.14</u>		WA 00862335
CARR'S BOOT SHOP	SAFETY BOOTS FOR	67343000 3920	125.00		
	SAFETY BOOTS FOR	67343000 3920	116.63		
	SAFETY BOOTS FOR	67343000 3920	125.00 <u>366.63</u>		WA 00862336
CCI CENTRAL INC	INK RESERVOIR FOR IM/IS 5000	67700000 4520	416.89		
	FREIGHT CHARGES	67700000 4520	10.95 <u>427.84</u>		WA 00862337
CDW GOVERNMENT INC	RECYCLING FEE	68101002 5571	18.00		
	RECYCLING FEE	68101002 5571	162.00		
	DELL OPTIPLEX 7450 ALL-IN-	68101002 6411	3,308.04		
	DELL OPTIPLEX 7450 ALL-IN-	68101002 6411	29,772.36 <u>33,260.40</u>		WA 00862338
CENTRAL COAST FAMILY	SERVICE AGREEMENT FY2017-	684400002 5112	802.00		

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			802.00	M RV	WA 00862339
CITY OF SANTA MARIA	FALSE ALARM RESPONSES	67775200 5590	271.50		
			271.50		WA 00862340
CLARY BUSINESS	GBC C340 PRECISION PUNCH	10020001 6410	441.72		
	SHIPPING	10020001 6410	25.00		
			466.72		WA 00862341
CLEARs	2018 CLEARs MEMBERSHIP	67775000 5310	50.00		
			50.00		WA 00862342
COLUMBIA BUSINESS	LEASE OF 890 E. STOWELL (CBC)	67710300 5630	23,283.00		
			23,283.00		WA 00862343
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	216.10		
			216.10		WA 00862344
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	126.10		
			126.10		WA 00862345
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	2,368.61		
			2,368.61		WA 00862346
Common, Keri L	Otr Clssfed Bnfts-AHC Tuition	67302000 3922	180.54		
			180.54		WA 00862347
COMMUNITY FUNDED	One year subscription to	60106103 5670	950.00		
			950.00		WA 00862348
CULLIGAN/CENTRAL	MONTHLY RENTAL FOR 9"	04011100 5690	25.00		
	DEIONIZED WATER FOR BLDG	65700000 5530	100.00		
			125.00		WA 00862349
DEPARTMENT OF JUSTICE	DOJ & FBI clearance for	64700000 5820	1,883.00		
	DOJ & FBI clearance for staff	67300100 5820	352.00		
			2,235.00		WA 00862350
Dill, Melissa Shanelle	Otr Clssfed Bnfts-AHC Tuition	67302000 3922	46.49		
			46.49		WA 00862351
DYNATRONICS	SOLARIS 707 PLUS MUSCLE	12280001 6410	3,888.00		
	D71 CART DYNATRONICS	12280001 6410	486.00		
	SOLARIS PLUS LIGHT PROBE	12280001 6410	1,782.00		
	SOLARIS PLUS LIGHT PADS	12280001 6410	1,944.00		
	SOLARIS PLUS THERMOSTIM	12280001 6410	1,944.00		
	KT TAPE JUMBO	12280001 6410	0.00		
	KT TAPE UNCUT 4 ROLLS PINK	12280001 6410	0.00		
	KT TAPE UNCUT 4 ROLLS	12280001 6410	0.00		
	KINESIO PRO SCISSORS	12280001 6410	0.00		

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	KINESIO PRO SCISSOR HOLSTER	2280001 6410	0.00		
	KINESIO TAPE 3" ROLLS/4	12280001 6410	0.00		
	KINESIO FAN CUT, 50 STRIPS,	12280001 6410	0.00		
	KINESIO GOLD PRE CUT	12280001 6410	0.00		
	KINESIO GOLD PRE CUT BACK	12280001 6410	0.00		
	SHIPPING	12280001 6410	76.00		
			<u>10,120.00</u>		WA 00862352
ELLUCIAN COMPANY LP	Ellucian Portal project	71301000 5112	12,575.75		
			<u>12,575.75</u>		WA 00862353
EMERALD WAVE MEDIA	30-SECOND SPOT PROMOTING	49306022 5880	500.00		
	30-SECOND SPANISH SPOT	67111000 5880	400.00		
			<u>900.00</u>		WA 00862354
Enriquez-Villalva, Flor M	FINGERPRINT REIMB FOR	64900026 5820	15.00		
			<u>15.00</u>		WA 00862355
EYEMED VISION CARE	AHC VISION INSURANCE	00000010 9538	2,599.00		
			<u>2,599.00</u>		WA 00862356
FARM SUPPLY COMPANY	LANDSCAPING SUPPLIES	65510000 4520	69.85		
			<u>69.85</u>		WA 00862357
FEDERAL EXPRESS CORP	ST EQUITY OVERNIGHT	63220014 5870	68.54		
	FedEx Postage charges	64900006 5870	6.57		
	MAILINGS FOR ACCT #1104-8488	67710300 5870	7.63		
			<u>82.74</u>		WA 00862358
FERGUSON ENTERPRISES	HARD COP TUBE	65110000 4520	54.38		
	TANKLESS WATER HEATER,	65110000 6410	1,101.60		
	PVC S40 BE PIPE	65110000 6410	21.47		
	SWT TKLS WHTR VLV KIT	65110000 6410	83.45		
	PVC DWV 45 ELL	65110000 6410	3.73		
			<u>1,264.63</u>		WA 00862359
FLASHBAY INC	8GB KINETIC BLUE USB2.0	10300000 4311	1,652.40		
			<u>1,652.40</u>		WA 00862360
FOLLETT HEG - AHC	BOOK GRANTS (VOUCHERS)	64300008 7620	12,827.03		
			<u>12,827.03</u>		WA 00862361
FOLLETT HEG - AHC	SCHOOL SUPPLIES AND BUS	64300301 7611	5,409.46		
			<u>5,409.46</u>		WA 00862362
FOLLETT HEG - AHC	WINTER & SPRING 2018 BOOK	64300301 7620	28,940.53		
			<u>28,940.53</u>		WA 00862363
FORD, JANET	INDEPENDENT CONTRACTOR	60100100 5110	1,400.00		
			<u>1,400.00</u>		WA 00862364

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FRONTIER	TELEPHONE SERVICE	65700000 5540	33.03		
			<u>33.03</u>		WA 00862365
FRONTIER	TELEPHONE SERVICE	65700400 5540	152.37		
			<u>152.37</u>		WA 00862366
FRONTIER	TELEPHONE SERVICE	65700000 5540	3,683.21		
	TELEPHONE SERVICE	68103000 5540	920.80		
			<u>4,604.01</u>		WA 00862367
George, Kenneth E	REIMBURSEMENT-POSTAGE TO	21055000 5870	9.55		
			<u>9.55</u>		WA 00862368
HARDY DIAGNOSTICS	Mueller Hinton agar, catalog	04011007 4310	50.93		
	Freight	04011007 4310	1.52		
	EMB Agar, Catalog #C5700	04011007 4310	42.80		
	Phenol Red Broth base,	04011007 4310	40.49		
	Freight	04011007 4310	2.49		
	Methylene Blue, Catalog #MB008	04011007 4310	8.10		
	Freight	04011007 4310	0.24		
	Petri Dish w/Stack Rings,	04011007 4310	88.38		
	Safranin, catalog # S008	04011007 4310	6.94		
	Carbol Fuchsin Kinyouns,	04011007 4310	17.36		
	Malachite Green, catalog	04011007 4310	15.54		
	Bibulous Paper, Catalog	04011007 4310	89.81		
	Thioglycollate Medium,	04011007 4310	86.38		
	Nitrate Reagent A, catalog	04011007 4310	15.91		
	Ferric Chloride, catalog #Z63	04011007 4310	95.26		
	Voges-Proskauer Reagent B,	04011007 4310	31.71		
	Nitrate Reagent C, Catalog	04011007 4310	16.32		
	OxiStrips, catalog #Z93	04011007 4310	59.62		
	Indole Kovacs reagent,	04011007 4310	15.39		
	Freight	04011007 4310	16.10		
	Lens Paper, 4 x 6, catalog	04011007 4310	64.78		
	Freight	04011007 4310	1.94		
	Supplies for Biology Labs,	04011007 4310	273.61		
			<u>1,041.62</u>		WA 00862369
HAYWARD LUMBER INC	MAINTENANCE SUPPLIES	65110000 4520	17.32		
	MAINTENANCE SUPPLIES	65110000 4520	82.38		
	MAINTENANCE SUPPLIES	65110000 4520	8.94		
			<u>108.64</u>		WA 00862370
HEALTH SANITATION	GREEN/YARD WASTE -	65510000 5570	145.15		
	ROLL-OFF FEES	65510000 5690	137.50		
			<u>282.65</u>		WA 00862371
HOME DEPOT	Instructional Supplies for	09565007 4310	20.61		
	Instructional Supplies for	09565007 4310	76.61		
	Instructional Supplies for	09565007 4310	145.80		
	Instructional Supplies for	09565007 4310	69.80		
	INSTRUCTIONAL SUPPLIES	21055000 4310	3.20		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	SUPPLIES FOR LE TRAINING	21055000 4520	43.62		
	SUPPLIES FOR LE TRAINING	21055000 4520	-15.91		
	SUPPLIES FOR LE TRAINING	21055000 4520	70.75		
	FIRE ACADEMY OPERATIONAL	21335000 4520	21.82		
	FIRE ACADEMY OPERATIONAL	21335000 4520	53.09		
	MAINTENANCE SUPPLIES	65110000 4520	21.57		
	MAINTENANCE SUPPLIES	65110000 4520	29.00		
	MAINTENANCE SUPPLIES	65110000 4520	9.72		
	MAINTENANCE SUPPLIES	65110000 4520	57.94		
	MAINTENANCE SUPPLIES	65110400 4520	-50.00		
	MAINTENANCE SUPPLIES	65110400 4520	101.60		
	MAINTENANCE SUPPLIES	65110400 4520	79.66		
	MAINTENANCE SUPPLIES	65110400 4520	21.50		
	MAINTENANCE SUPPLIES	65110400 4520	67.83		
	OPERATIONAL SUPPLIES FOR	12502000 4520	52.40		
	MAINTENANCE SUPPLIES	65110000 4520	21.52		
			902.13		WA 00862372
IACP/INTERNATIONAL	MEMBERSHIP-RENEWAL FOR	21055000 5310	150.00		
			150.00		WA 00862373
INDUSTRIAL MEDICAL	MEDICAL EXPENSES JULY 1,	67300100 5821	180.00		
			180.00		WA 00862374
INTERMOUNTAIN LOCK	KEY/LOCK SUPPLIES	65110000 4520	141.02		
			141.02		WA 00862375
K & A CONSULTING CORP	Technical Consulting Services	67873000 5112	25,025.00		
			25,025.00		WA 00862376
KELLY PAPER CO	PAPER CONSUMABLES FOR	67762000 4520	-194.57		
	PAPER CONSUMABLES FOR	67762000 4520	953.63		
	PAPER CONSUMABLES FOR	67762000 4520	615.86		
			1,374.92		WA 00862377
KINCARES INC	AMENDMENT FOR ADDITIONAL	3051021 5112	1,000.00		
			1,000.00		WA 00862378
Kinnebrew, Erik L	LIVE SCAN REIMB FOR	64700000 5820	7.00		
			7.00		WA 00862379
KTAS-TV	30-SECOND SPOT PROMOTING	49306022 5880	850.00		
	30-SECOND SPOT PROMOTING	49308036 5880	400.00		
			1,250.00		WA 00862380
LAKE FOREST	Bovine Anatomy Chart (LFA	01021007 4310	26.95		
	Canine Anatomy Set of 3	01021007 4310	74.36		
	Feline Anatomy Chart (LFA	01021007 4310	26.95		
	E. Chart - Dental (LFA #2538)	01021007 4310	26.95		
	E. Chart - Digestive (LFA	01021007 4310	26.95		
	E. Chart - Foot and Hoof (LFA	01021007 4310	26.95		
	E. Chart - Forelimb (LFA	01021007 4310	26.95		

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	E. Chart - Hindlimb (LFA	01021007 4310	26.95		
	E. Chart - Surface Anatomy	01021007 4310	26.95		
	E. Chart - Skeletal Anatomy	01021007 4310	26.95		
	Feline Hip Anatomical Model	01021007 4310	86.99		
	Feline Elbow Anatomical Model	01021007 4310	89.80		
	Canine Knee Anatomical Model	01021007 4310	101.30		
	Canine Hip Anatomical Model	01021007 4310	130.52		
	Canine Elbow Anatomical Model	01021007 4310	97.96		
	Canine Spine Anatomical Model	01021007 4310	103.25		
	Canine Shoulder Anatomical	01021007 4310	106.65		
	Less Educational Discount	01021007 4310	-47.84		
	Shipping Charge	01021007 4310	46.80		
			1,032.34		WA 00862381
LAWTECH PUBLISHING CO	TEXTBOOK-2018 CA	21055000 4311	1,555.20		
	TEXTBOOK-2018 CA VEHICLE	21055000 4311	1,209.60		
	TRAFFIC TEMPLATE-LARGE	21055000 4311	1,969.92		
	SHIPPING	21055000 4311	135.00		
			4,869.72		WA 00862382
LEE CENTRAL COAST	Advertisement for Registered	01021003 5880	500.60		
	3 COL X 5.25 INCH, COLOR	49306022 5880	105.00		
	3 COL X 5.25 INCH, COLOR	49308036 5880	52.00		
	MONTHLY ONLINE	67111000 5880	35.64		
	MONTHLY ONLINE	67111000 5880	600.00		
	MONTHLY ONLINE	67111000 5880	48.39		
	3 COL X 5.25 INCH, COLOR	67111020 5880	105.00		
			1,446.63		WA 00862383
Lehman-Moreno, Romni	Otr Clssfed Bnfts-AHC Tuition	67302000 3922	187.03		
			187.03		WA 00862384
LEXIS NEXIS INC	LEXIS NEXIS ONLINE ACCESS	61140000 5670	2,640.00		
			2,640.00		WA 00862385
LINCOLN ELECTRIC	Instructional Supplies	09565007 4310	236.25		
			236.25		WA 00862386
LINDAHL, ALEXA	Reimbursement for volunteer	67300100 5820	21.00		
			21.00		WA 00862387
MADLAND TOYOTA-LIFT	BUSHING, AXLE 43421-23320-71	67772000 4520	32.61		
	MISC. SUPPLIES	67772000 4520	9.53		
	LABOR CHARGES	67772000 5650	280.00		
			322.14		WA 00862388
MAGNATAG VISIBLE	12 month Broad View Planning	60100114 6410	128.70		
	Freight	60100114 6410	12.58		
	12 month Broad View Planning	64300008 6410	128.70		
	Freight	64300008 6410	12.58		
	12 month Broad View Planning	64300202 6410	171.60		
	Freight	64300202 6410	16.76		

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			470.92		WA 00862389
MARK ANDY PRINT	PRESS AND BINDERY	67762000 4520	640.08		
	PRESS AND BINDERY	67762000 4520	14.49		
			654.57		WA 00862390
MATRANGA FLORAL	INSTRUCTIONAL SUPPLIES FOR	01092020 4311	237.00		
	INSTRUCTIONAL SUPPLIES FOR	01092020 4311	231.20		
			468.20		WA 00862391
MEDICAL BILLING	FPACT BILLING SERVICES FOR	64400012 5112	347.10		
			347.10		WA 00862392
Mercier, Daniel G	LIVE SCAN REIMB FOR	64700000 5820	25.00		
			25.00		WA 00862393
MID STATE CONTAINER	CONTAINER RENTAL,	65110400 5690	135.00		
	CONTAINER RENTAL,	65110400 5690	134.69		
			269.69		WA 00862394
MISSION LINEN &	LAUNDRY SERVICES FOR AUTO	09480000 5550	32.15		
	LAUNDRY SERVICES FOR AUTO	09482000 5550	8.67		
	UNIFORM SERVICES/TOWELS	67772000 5550	33.39		
	UNIFORM SERVICES/TOWELS	67772000 5550	29.05		
			103.26		WA 00862395
Mitchem, Jon D	Reimb for math textbooks	17010007 4310	61.42		
			61.42		WA 00862396
MOORE MEDICAL LLC	STETH TEACHING QUAD HEAD	12301007 4310	353.37		
	STETH TEACHING QUAD HEAD	12301007 4310	18.25		
			371.62		WA 00862397
MOORE MEDICAL LLC	POFY182514 Medical Supplies	64400002 4530	69.28		
			69.28		WA 00862398
Murdock, Joscelynn Crowley	REIMB FOR DECORATIONS FOR	64300008 4520	13.83		
	REIMB FOR FOOD SUPPLIES FOR	64300008 4710	71.55		
			85.38		WA 00862399
NOBLE POWER	SUPPLIES PER INVOICES:	65510000 4520	4.21		
	SUPPLIES PER INVOICES:	65510000 4520	27.64		
	SUPPLIES PER INVOICES:	65511400 4520	27.64		
	SUPPLIES PER INVOICES:	65511400 4520	181.23		
			240.72		WA 00862400
OFFICE DEPOT INC	OFFICE SUPPLIES	67873000 4520	34.75		
	OFFICE SUPPLIES	67873000 4520	75.55		
	Office/Operational Supplies	60100400 4520	33.98		
	OFFICE CONSUMABLES FOR	67760000 4520	29.79		
	OFFICE CONSUMABLES FOR	67760000 4520	30.88		

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	OFFICE CONSUMABLES FOR	67760000 4520	42.09		
	OFFICE AND OPERATIONAL	13051021 4520	6.47		
	DEPARTMENT OFFICE SUPPLIES	87775000 4520	214.50		
	INSTRUCTIONAL SUPPLIES	11010007 4310	176.46		
			<u>644.47</u>		WA 00862401
ORCHARD	INSTRUCTIONAL SUPPLIES ART	0021007 4310	51.02		
	Supplies for the Chemistry	19050007 4310	11.36		
	Supplies for the Chemistry	19050007 4310	8.80		
	HARDWARE SUPPLIES	65110000 4520	56.42		
	HARDWARE SUPPLIES	65110000 4520	36.91		
	CUSTODIAL SUPPLIES	65311000 4520	12.29		
	CUSTODIAL SUPPLIES	65311000 4520	19.84		
	CUSTODIAL SUPPLIES	65311000 4520	15.37		
	CUSTODIAL SUPPLIES	65311000 4520	-7.56		
			<u>204.45</u>		WA 00862402
OROZCO, RAQUEL N	INDEPENDENT CONTRACTOR	60100100 5110	500.00		
			<u>500.00</u>		WA 00862403
OTTO FREI	INSTRUCTIONAL SUPPLIES FOR	0091020 4311	13.00		
	INSTRUCTIONAL SUPPLIES FOR	0091020 4311	698.29		
			<u>711.29</u>		WA 00862404
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	1,224.90		
	ELECTRICITY SERVICES	68103000 5520	306.23		
			<u>1,531.13</u>		WA 00862405
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	2,256.56		
	ELECTRICITY SERVICES	68103000 5520	564.14		
			<u>2,820.70</u>		WA 00862406
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	16.33		
	ELECTRICITY SERVICES	68103000 5520	4.08		
			<u>20.41</u>		WA 00862407
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	34.82		
	ELECTRICITY SERVICES	68103000 5520	8.70		
			<u>43.52</u>		WA 00862408
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	41.98		
	ELECTRICITY SERVICES	68103000 5520	10.50		
			<u>52.48</u>		WA 00862409
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	203.75		
	ELECTRICITY SERVICES	68103000 5520	50.94		
			<u>254.69</u>		WA 00862410
PANERA BREAD CAFE 3180	FOOD FOR BRIDGES MTG	63221021 4710	157.21		
			<u>157.21</u>		WA 00862411

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
PARADISE CHEVROLET	2017 CHEVROLET TRUCK,	67710300 6410	35,636.76		
	DOCUMENT PROCESSING FEE	67710300 6410	86.40		
			35,723.16		WA 00862412
PARAGON BOOK	ANYANG YINXU	22000017 4310	52.00		
	SUIZHOU LEIGUDUN ER HAO	22000017 4310	76.00		
	THE BEST OF THE BEST: THE	22000017 4310	99.00		
	SHIPPING	22000017 4310	19.50		
	EXTRA HANDLING FEE	22000017 4310	7.50		
			254.00		WA 00862413
Perry, Oksana	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862414
PIONEER VALLEY	HANCOCK PROMISE BANNER AD	67111000 5880	500.00		
	FULL-PAGE, COLOR DISPLAY AD	67111000 5880	75.00		
	DIGITAL SCOREBOARD AD IN	67111000 5880	100.00		
			675.00		WA 00862415
POLAR BEAR SERVICES	WIRE KIT-HI TEMP	69491000 4520	10.80		
	SERVICE CALL - CAFETERIA,	69491000 5650	120.00		
	TRUCK CHARGE	69491000 5650	25.00		
			155.80		WA 00862416
PPG ARCHITECTURAL	PAINT SUPPLIES	65110000 4520	36.28		
			36.28		WA 00862417
PRAXAIR DISTRIBUTION	INSTRUCTIONAL SUPPLIES FOR	09565000 4311	173.76		
	CYLINDER RENTAL FOR	10091020 4311	28.35		
	CYLINDER DEMURRAGE	65110000 4520	143.11		
	CARBON DIOXIDE LIQUID	65110000 4520	241.65		
			586.87		WA 00862418
PROCARE JANITORIAL	CUSTODIAL SUPPLIES FOR	65311000 4520	141.74		
	CUSTODIAL SUPPLIES FOR	65311000 4520	430.92		
	CUSTODIAL SUPPLIES FOR	65311000 4520	466.50		
	CUSTODIAL SUPPLIES FOR	65311000 4520	2,467.63		
	CUSTODIAL SUPPLIES FOR	65311000 4520	239.89		
	CUSTODIAL SUPPLIES FOR	65311000 4520	310.85		
			4,057.53		WA 00862419
PUBLIC GROUP, THE	AUCTION SERVICES FOR	67710310 5790	40.00		
			40.00		WA 00862420
RAVATT ALBRECHT AND	ARCHITECTURAL SERVICES	67169800 6220	2,750.00		
			2,750.00		WA 00862421
RAYS AUTO PARTS	PARTS/SUPPLIES	67772000 4520	18.34		
	PARTS/SUPPLIES	67772000 4520	77.64		
	PARTS/SUPPLIES	67772000 4520	2.60		
	PARTS/SUPPLIES	67772000 4520	35.23		

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	PARTS/SUPPLIES	67772000 4520	33.64		
	PARTS/SUPPLIES	67772000 4520	15.28		
	PARTS/SUPPLIES	67772000 4520	15.21		
	PARTS/SUPPLIES	67772000 4520	28.32		
	PARTS/SUPPLIES	67772000 4520	25.29		
	PARTS/SUPPLIES	67772000 4520	35.11		
			286.66		WA 00862422
Reed, Kenneth B	Otr Clssfed Bnfts-AHC Tuition	67302000 3922	772.92		
			772.92		WA 00862423
Reyes, Veronica	REIMB FOR FOOD SUPPLIES FOR	4300008 4710	134.42		
			134.42		WA 00862424
RUGGED RADIOS INC	HANDHELD RADIO-UHF 5-WATZ	21055014 6410	3,790.80		
	COIL CORD-VERTEX BOLT ON	21055014 6410	388.80		
	SPEAKER/MICROPHONE-	21055014 6410	252.72		
	6 RADIO BANK CHARGER	21055014 6410	1,227.96		
			5,660.28		WA 00862425
SAFEWAY INC - VONS	Instructional Supplies for	04011007 4310	11.58		
			11.58		WA 00862426
SANTA MARIA TIRE INC	TIRES, FIRESTONE	67772000 4520	321.85		
	RECYCLE TAX	67772000 5571	3.50		
	Correct PO Number	67775000 4520	-503.46		
	TIRES P265/70R17 FOR CSO	69500001 4520	496.46		
	CA RECYCLE FEE	69500001 4520	7.00		
			325.35		WA 00862427
SIEMENS INDUSTRY INC	ALARM MAINTENANCE FOR SM	7775000 5590	145.00		
			145.00		WA 00862428
SISC III	MEDICAL PREMIUMS FOR SISC	00000010 9534	515,856.00		
			515,856.00		WA 00862429
SKULLS UNLIMITED	Real Domestic Dog Forelimb	01021007 4310	195.00		
	Real Domestic Dog Hindlimb	01021007 4310	195.00		
	Real Domestic Cat Loosely	01021007 4310	199.00		
	Real Domestic Rabbit Economy	01021007 4310	100.00		
	Real Giant Pouched (Gambian)	01021007 4310	79.00		
	Shipping	01021007 4310	37.96		
			805.96		WA 00862430
SKYLINE FLOWER	INSTRUCTIONAL SUPPLIES FOR	01092020 4311	97.70		
			97.70		WA 00862431
SLO PEST AND TERMITE	PEST CONTROL SERVICES FOR	65511400 5640	120.00		
			120.00		WA 00862432
SMART & FINAL	Instructional Supplies	13063000 4310	132.66		

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	FOOD SUPPLIES	64300008 4710	200.57		
	Instructional Supplies	13063000 4310	18.32		
	Instructional Supplies	13063000 4310	45.04		
	Instructional Supplies	13063000 4310	111.38		
			<u>507.97</u>		WA 00862433
SMITH PIPE & SUPPLY INC	LANDSCAPE SUPPLIES	65510000 4520	28.29		
	WEED CONTROL FABRIC	65510000 6120	522.45		
	SUPPLIES PER INVOICE 324578365510000	6120	367.75		
	SUPPLIES PER INVOICES:	65511400 4520	194.84		
	SUPPLIES PER INVOICES:	65511400 4520	38.97		
			<u>1,152.30</u>		WA 00862434
SPECTRUM REACH	30-SECOND SPOT PROMOTING	49306022 5880	400.00		
	30-SECOND SPOT PROMOTING	49308036 5880	200.00		
			<u>600.00</u>		WA 00862435
STARRY SKY COFFEE	COFFEE FOR INFO TABLES	63221021 4710	120.00		
	COFFEE FOR INFO TABLES	63221021 4710	240.00		
			<u>360.00</u>		WA 00862436
STRATA INFORMATION	Professional Services for	63221021 5112	1,627.50		
	ODS Functional and Technical	66201005 5112	1,278.75		
	Banner Oracle DBA Consulting	71302000 5112	77.50		
			<u>2,983.75</u>		WA 00862437
SWEETWATER SOUND INC	SOUNDCRAFT NOTEPAD-12FX	10040000 4315	159.00		
			<u>159.00</u>		WA 00862438
TESTA CATERING	ALL STAFF DAY MORNING	66200000 4710	1,158.30		
			<u>1,158.30</u>		WA 00862439
TESTA'S CAMPUS CUISINE	CARE FOOD GIFT VOUCHERS	64300002 7614	6,000.00		
	CAFYES FOOD GIFT VOUCHERS	64300008 7611	15,000.00		
			<u>21,000.00</u>		WA 00862440
TROJAN PETROLEUM INC	DIESEL CHARGES	64945000 4610	870.99		
	GASOLINE CHARGES	67772000 4560	8,642.02		
	GASOLINE CHARGES	67772000 4560	1,732.81		
			<u>11,245.82</u>		WA 00862441
ULINE INC	STORAGE RACK-WIDE SPAN	21055014 6410	1,270.08		
	SHELF KIT-ADDITIONAL SHELF	21055014 6410	1,092.96		
	SHIPPING/HANDLING	21055014 6410	200.25		
			<u>2,563.29</u>		WA 00862442
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	102.70		
			<u>102.70</u>		WA 00862443
UNITED REFRIGERATION	HVAC SUPPLIES	65110000 4520	701.55		
	HVAC SUPPLIES	65110000 4520	89.26		

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			790.81		WA 00862444
UNITED SITE SERVICES OF	SERVICE MONTHLY THREE	68102000 5570	330.00		
			330.00		WA 00862445
US BANK CORPORATE	THOMPSON REUTERS CA	67220000 4520	168.92		
	Fuses purchased at	19010007 4310	74.83		
	Fuses purchased at	19010007 4310	18.98		
	OLD TOWN SHIRT FACTORY	65110000 4520	260.53		
	ALBERTSONS (RODENT BAIT)	65110000 4520	27.02		
	HOME DEPOT (LAMINATE)	65110000 4520	63.24		
	PC FURNITURE STORE (CABINETS)	65110000 4520	22.00		
	INTEGRATED INDUSTRIAL	65510000 4520	287.97		
			923.49		WA 00862446
VARIDESK	CUBECORNER 36 INCH W/ AIR	12032002 6410	534.61		
	DUAL MONITOR ARM	12032002 6410	210.61		
			745.22		WA 00862447
Velasco Flores, Sonia	FINGERPRINT REIMB FOR	64900019 5820	14.10		
			14.10		WA 00862448
VERIZON SELECT SVC INC	LONG DISTANCE AND TOLL	65700000 5540	190.37		
			190.37		WA 00862449
VORTEX INDUSTRIES INC	SERVICE CALL, BLDG. B DOOR	65110000 5650	360.00		
			360.00		WA 00862450
VTC ENTERPRISES	COLLECTION OF RECYCLING	65700000 5570	825.00		
			825.00		WA 00862451
WARD'S SCIENCE INC	Supplies for Biology Labs,	04011007 4310	61.45		
	Supplies for Biology Labs,	04011007 4310	15.09		
	Supplies for Biology Labs,	04011007 4310	93.53		
	Supplies for Biology Labs,	04011007 4310	123.99		
	Supplies for Biology Labs,	04011007 4310	104.79		
	Supplies for Biology Labs,	04011007 4310	79.02		
			477.87		WA 00862452
WAWAK SEWING	INSTRUCTIONAL SUPPLIES PERI	3030021 4311	785.59		
	INSTRUCTIONAL SUPPLIES PERI	3030021 4311	4.50		
			790.09		WA 00862453
WAWAK SEWING	INSTRUCTIONAL SUPPLIES PERI	3030021 4311	29.48		
			29.48		WA 00862454
WHISPERING TREE	PRUNERS	65510000 4520	77.76		
			77.76		WA 00862455
WILD WEST PIZZA AND	FOOD FOR ONLINE	63221021 4710	89.40		
			89.40		WA 00862456

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
Zepeda, Gabriel	LIVE SCAN REIMB FOR	64700000 5820	<u>15.00</u> 15.00		WA 00862457
ZUNIGA, ANA E	ADDITIONAL SERVICES -	13051021 5110	<u>1,560.00</u> 1,560.00		WA 00862458
AMERICAN ARBITRATION	ARBITRATION/LEGAL SERVICES	1710046 5730	4,448.00		
	ARBITRATION/LEGAL SERVICES	1710046 5730	2,763.46		
	ARBITRATION/LEGAL SERVICES	1710046 5730	<u>1,165.53</u> 8,376.99		WI 00862459
STRATA INFORMATION	Banner Oracle DBA Consulting	71730005 5112	<u>3,255.00</u> 3,255.00		WI 00862460
CA SCHOOLS DENTAL	DENTAL PREMIUMS FOR JULY	67100061 5430	<u>65,451.00</u> 65,451.00		WL 00862461
CAREERTRACK	Lisa Hernandez 3.27-28.18	67520002 5210	<u>149.00</u> 149.00		WA 00862462
CCLC/CCCAA	Lainey Campos 3.26-29.18	63230018 5210	<u>425.00</u> 425.00		WA 00862463
COADN-NORTH	Lauro Manalo 4.17-20.18	60100201 5210	<u>200.00</u> 200.00		WA 00862464
COADN-NORTH	Megan McComas 4.17-20.18	60100201 5210	<u>200.00</u> 200.00		WA 00862465
COADN-NORTH	Holly Stromberg 4.17-20.18	60100201 5210	<u>200.00</u> 200.00		WA 00862466
Davis, Joanna B	Mileage reimbursement	63221021 5210	<u>313.06</u> 313.06		WA 00862467
Diaz, Cynthia R	3.3-6.18 PreTravel reimbursemt	63230018 5210	<u>385.00</u> 385.00		WA 00862468
Gonzalez, Bryan	Mileage reimbursement	63221021 5210	<u>38.48</u> 38.48		WA 00862469
Grelck, Christine M	Mileage reimbursement	60100400 5210	<u>42.51</u> 42.51		WA 00862470
Heaney, Todd	Pest Mgmt workshop	65510000 5210	<u>25.00</u> 25.00		WA 00862471
HILTON	Cynthia Diaz 3.3-6.18	63230018 5210	<u>685.36</u> 685.36		WA 00862472

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HILTON	Y.TenienteCuello 3.3-6.18	63220014 5210	<u>685.36</u> 685.36		WA 00862473
HILTON	Marna Lombardi 3.3-6.18	63220014 5210	<u>685.36</u> 685.36		WA 00862474
HILTON CONCORD	Lainey Campos 3.26-29.18	63230018 5210	<u>560.29</u> 560.29		WA 00862475
HOTEL PACIFIC	Lisa Hernandez 3.27-28.18	67520002 5210	<u>212.54</u> 212.54		WA 00862476
Houghton, Susan M	Mileage reimbursement	67160000 5210	<u>283.29</u> 283.29		WA 00862477
Kelly, Sharan D	Mileage reimbursement	67300100 5210	<u>26.16</u> 26.16		WA 00862478
Lombardi, Marna E	Mileage reimbursement	63221021 5210	<u>70.31</u> 70.31		WA 00862479
Martinez, Christopher David	Instructor Methodology class	60100201 5210	<u>414.64</u> 414.64		WA 00862480
Ornelas, Nohemy	CCLC Conference	63221021 5210	<u>342.19</u> 342.19		WA 00862481
Ramirez Gelpi, Ana Sofia	AEBG Annual Summit	49306022 5210	409.84		
	Social/Economic mobility wkshp	60200141 5210	<u>193.60</u> 603.44		WA 00862482
Reed, Christine L	CAMD meeting	60100703 5210	<u>524.82</u> 524.82		WA 00862483
Robles Jr., Fernando	Mileage reimbursement	63221021 5210	<u>212.77</u> 212.77		WA 00862484
Smith, Regina M	Federal Grants Forum	67220000 5210	<u>188.04</u> 188.04		WA 00862485
TENAYA LODGE	Lauro Manalo 4.17-20.18	60200141 5210	<u>904.76</u> 904.76		WA 00862486
TENAYA LODGE	Megan McComas 4.17-20.18	60200141 5210	<u>1,011.32</u> 1,011.32		WA 00862487
TENAYA LODGE	Holly Stromberg 4.17-20.18	60200141 5210	<u>1,060.16</u> 1,060.16		WA 00862488

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Uribe, Eduardo	SWACSM Annual Meeting	04010018 5210	<u>169.88</u> 169.88		WA 00862489
Valdiviezo, Alicia	Mileage reimbursement	63220001 5210	<u>96.47</u> 96.47		WA 00862490
Walthers, Kevin Glen	CCLC Legislative Conference	66200000 5210	<u>1,147.94</u> 1,147.94		WA 00862491
Zepeda De Rosas, Maria	PlanningMtg-BridgesToSuccess	63221021 4710	<u>33.18</u> 33.18		WA 00862492
Regalado, Sarina Marlene	OutdoorClassroomProject	69297131 5210	<u>28.56</u> 28.56		WE 00862493
Rolon, Anita R	OutdoorClassroomProject	69297131 5210	<u>28.56</u> 28.56		WE 00862494
3CFCA	2018 MEMBERSHIP DUES CCC	69610000 5310	<u>150.00</u> 150.00		WA 00862495
4IMPRINT INC	MARDI GRAS PEN FREIGHT	63220001 4520 63220001 4520	1,404.00 <u>111.21</u> 1,515.21		WA 00862496
ABC-CLIO	MISC. BOOKS 11/30/17-5/31/18 MISC. BOOKS 11/30/17-5/31/18	61201009 6310 61201009 6310	61.42 <u>5.13</u> 66.55		WA 00862497
Alvarez, IVan J	ALVAREZ, I. FP TEST REIMB FOR	4900006 5820	<u>20.00</u> 20.00		WA 00862498
AMAZON	Power Supply Adapter, Monitor, Screen Camera Field Cable, 2 foot Black 3G/6G HD	61170000 4520 61170000 4520 61170000 4520	8.99 149.00 <u>18.14</u> 176.13		WA 00862499
AMERICAN CLEANERS &	DANCE CONCERT	10081000 5550	<u>326.00</u> 326.00		WA 00862500
AMERICAN INDUSTRIAL	FIRE ACADEMY OPERATIONAL	21335000 4520	<u>6.63</u> 6.63		WA 00862501
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	<u>1,080.00</u> 1,080.00		WA 00862502
AMERIPRIDE VALLEY	RAGS, APRONS AND SAFETY	67760000 5550	<u>35.00</u> 35.00		WA 00862503
ASSESSMENT	PN COMPREHENSIVE	12032002 4310	550.00		

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	PN COMPREHENSIVE	12032002 4310	1,430.00		
			<u>1,980.00</u>		WA 00862504
ASSESSMENT	TEAS V TESTING FOR RN	12032002 4310	2,030.00		
			<u>2,030.00</u>		WA 00862505
AT&T	AT&T PHONE DIRECTORY	65700000 5540	9.31		
			<u>9.31</u>		WA 00862506
ATLAS PERFORMANCE	OFFICE TRAILER W/RR	68102000 5690	650.00		
	RAMP-UNDER 30" STRAIGHT	68102000 5690	435.00		
			<u>1,085.00</u>		WA 00862507
Aye, Stefanie Nicole	LS Job Fair/Workshop	67610004 5210	286.72		
			<u>286.72</u>		WA 00862508
B & B STEEL & SUPPLY	Instructional Supplies for	09565000 4311	383.29		
			<u>383.29</u>		WA 00862509
BREMER AUTO PARTS	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	47.36		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	46.62		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	15.96		
			<u>109.94</u>		WA 00862510
Brown, Dominick S	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			<u>31.00</u>		WA 00862511
Brown, Kathy E	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862512
CA ELECTRIC SUPPLY	BALLAST, LUT, H3T832GU310	65110000 4520	972.00		
			<u>972.00</u>		WA 00862513
CAL OES	10 FIRST RESPONDER	03030000 4311	30.00		
			<u>30.00</u>		WA 00862514
CALIFORNIA PLACEMENT	Gold Sponsorship - California	60200144 5880	1,000.00		
			<u>1,000.00</u>		WA 00862515
CAROLINA BIOLOGICAL	Supplies for Biology Labs,	04011007 4310	16.95		
			<u>16.95</u>		WA 00862516
Cisneros, Samantha	CISNEROS, S._FP REIMB FOR	64900034 5820	20.00		
	CISNEROS, S._TB REIMB FOR	64900034 5821	5.00		
			<u>25.00</u>		WA 00862517
CITY OF LOMPOC	COMMERCIAL LIGHT ELECTRIC	65700400 5520	12,875.24		
	WATER SERVICES	65700400 5530	4,934.07		
	WASTE DISPOSAL/SEWER FEES	65700400 5570	1,797.98		
			<u>19,607.29</u>		WA 00862518

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CITY OF LOMPOC	FALSE ALARM CHARGES FOR	67775000 5590	170.00 <u>170.00</u>		WA 00862519
CITY OF SANTA MARIA	DISPOSAL SITE LANDFILL	65700000 5570	279.10 <u>279.10</u>		WA 00862520
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	236.05 <u>236.05</u>		WA 00862521
CUSTOM COLORS &	INSTRUCTIONAL SUPPLIES FOR	09482000 4310	297.27 <u>297.27</u>		WA 00862522
DARREN M SIMAS	FLOAT ROCK, 3/4, TRUCKING CHARGES	65510000 6120 65510000 6120	673.65 225.00 <u>898.65</u>		WA 00862523
DEPT OF FORESTRY &	Billing for FSTEP Course: SHIPPING	21335000 4311 21335000 4311	280.00 8.00 <u>288.00</u>		WA 00862524
Dusablon, Trenton W	LIVE SCAN REIMB FOR	64700000 5820	31.00 <u>31.00</u>		WA 00862525
DWIGHT STEVENS	Shaft Spindle BL505 Seal .17mm Shaft Seal 1.875 in Shaft Oring 1.50 ID x3/32 thk Lubricant Worm Gear Oil 32 oz Estimated Shipping Service Call Brake Lathe Labor replace seals & gaskets	60200141 4520 60200141 4520 60200141 4520 60200141 4520 60200141 4520 60200141 4520 60200141 5650 60200141 5650	886.80 5.16 22.23 0.54 19.44 30.00 125.00 212.50 <u>1,301.67</u>		WA 00862526
ELLUCIAN COMPANY LP	Banner General Person Data	71302000 5112	25,000.00 <u>25,000.00</u>		WA 00862527
FINS AND CRITTERS	Supplies for Biology Labs, Supplies for Biology Labs, Supplies for Biology Labs,	04011007 4310 04011007 4310 04011007 4310	77.72 43.72 5.41 <u>126.85</u>		WA 00862528
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2016	64945000 5680	764.58 <u>764.58</u>		WA 00862529
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2016	64945000 5680	764.58 <u>764.58</u>		WA 00862530
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2017	64945000 5680	769.79 <u>769.79</u>		WA 00862531

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2017	64945000 5680	769.79		
			<u>769.79</u>		WA 00862532
HARDY DIAGNOSTICS	Phenylalanine agar, catalog	04011007 4310	57.14		
	Voges-Proskauer Reagent A,	04011007 4310	29.31		
			<u>86.45</u>		WA 00862533
Harrell, Allen L	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862534
Hawkins, Jillian P	HAWKINS, J. FP TEST REIMB FOR	64900034 5820	30.00		
	HAWKINS, J. TB TEST REIMB	64900034 5821	5.00		
			<u>35.00</u>		WA 00862535
HEACOCK TRAILERS &	TRAILER, 14TUT-L20X82 TEXAS	67710300 6410	8,046.00		
	D.O.C. FEE	67710300 6410	60.48		
	CA TIRE RECYCLING FEE	67710300 6410	8.76		
	FREIGHT AND HANDLING	67710300 6410	980.00		
			<u>9,095.24</u>		WA 00862536
HENRY SCHEIN INC	M TAPE 1.5X15	69610000 4530	722.68		
	UNDERWRAP YELLOW	69610000 4530	78.99		
	ELASTIC BANDAGE SUPRA	69610000 4530	47.81		
	BANDAGE ADHSV STRIP	69610000 4530	3.05		
	KNUCKLE BANDAGE	69610000 4530	5.34		
	FLEXIBLE BANDAGE	69610000 4530	2.40		
	HELL & LACE PAD FOAM	69610000 4530	17.79		
	CRITERION STER SPONGE	69610000 4530	5.44		
	ALOETOUCH VINYL GLO LG	69610000 4530	33.11		
	ICE BAG ROLL	69610000 4530	131.28		
	CRUTCH ALUMINUM ADULT	69610000 4530	11.78		
	CRUTCH ALUMINUM ADULT	69610000 4530	11.78		
	IBUPROFEN TABLETS POUCH	69610000 4530	12.64		
	MEDI FIRST COUGH DROPS	69610000 4530	5.64		
	AFRIN NODRIP SINUS NASAL	69610000 4530	19.34		
	SLING ARM	69610000 4530	10.13		
	MASSAGE LOTION	69610000 4530	4.51		
	HOTPAC NECK	69610000 4530	24.19		
	HOTPAC STANDARD	69610000 4530	16.88		
	DURASTICK II ELECTRODES	69610000 4530	38.99		
	ULTRASOUND GEL BLUE	69610000 4530	14.25		
	PAPER CUPS POLY COAT 5OZ	69610000 4530	59.14		
			<u>1,277.16</u>		WA 00862537
Jones, Chad A	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862538
KORN FERRY HAY GROUP	SERVICE AGREEMENT TO	66201005 5112	7,263.33		
			<u>7,263.33</u>		WA 00862539
KUBOTA LEASING	LEASE PURCHASE OF KUBOTA	65511400 6450	806.02		
			<u>806.02</u>		WA 00862540

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LAHR, LARRY	DENTAL PREMIUM	00000010 9533	-186.52		
	TRUSTEE COMPENSATION FOR	66100000 5110	240.00		
			<u>53.48</u>		WA 00862541
Lau, Margaret S	Reimb for food Supplies for	60200141 4710	261.62		
			<u>261.62</u>		WA 00862542
Lazaro Dominguez, Esmeralda	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862543
LIEBERT CASSIDY	LEGAL SERVICES 7/1/17-6/30/18	67210600 5730	832.00		
			<u>832.00</u>		WA 00862544
LINCOLN AQUATICS	SERVICE CALL TO REPAIR THE	65110000 5650	3,105.00		
			<u>3,105.00</u>		WA 00862545
LINCOLN ELECTRIC	Instructional Supplies	09565000 4311	563.73		
			<u>563.73</u>		WA 00862546
LINK-SYSTEMS	NET-TUTOR ONLINE	49306012 5670	10,800.00		
			<u>10,800.00</u>		WA 00862547
Lopez, Alexa N	LIVE SCAN REIMB FOR	64700000 5820	25.00		
			<u>25.00</u>		WA 00862548
LOVARC	FEE AGREEMENT FOR SPRING	49303120 5130	167.04		
			<u>167.04</u>		WA 00862549
Maldonado Zamora, Victor	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862550
Mcauliff, Shannon R	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			<u>31.00</u>		WA 00862551
MCMASTER-CARR SUPPLY	Inst Supplies Mach Tech	09563000 4311	163.72		
	Inst Supplies Mach Tech	09563000 4311	-3.98		
	Instructional supplies for	09563007 4310	46.00		
			<u>205.74</u>		WA 00862552
MISSION LINEN &	UNIFORM SERVICES/TOWELS	67772000 5550	33.39		
	LAUNDRY SERVICES FOR AUTO	09480000 5550	32.15		
	LAUNDRY SERVICES FOR AUTO	09482000 5550	8.67		
		<u>74.21</u>		WA 00862553	
Moralez, Anthony	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862554
Myjak, Alan	Reimb for Materials for K-22	67873000 4520	126.32		
			<u>126.32</u>		WA 00862555

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NARTATEZ, CHRISTOPHER	ASSESS NEEDS OF POLICE	67775000 5110	4,867.80		
	ASSESS NEEDS OF POLICE	69500000 5110	3,672.20		
			8,540.00		WA 00862556
NORCAL SWIM SHOP	POWERFIN HOOK BLK 51 SZ 7-869621900	4520	160.88		
	POWERFIN HOOK BLK 51 SZ 8-969621900	4520	128.70		
	MAST JR OPEN BACK ROY72 SZ69621900	4520	58.26		
	MAST JR OPEN BACK ROY72 SZ69621900	4520	233.03		
	MAST OPEN BACK ROY72 SZ 3069621900	4520	233.03		
	MAST OPEN BACK ROY72 SZ32 69621900	4520	291.29		
	MAST OPEN BACK ROY72 SZ 3469621900	4520	291.29		
	MAST OPEN BACK ROY72 SZ28 69621900	4520	174.78		
	SHIPPING	69621900 4520	20.00		
	COLOR CAP	69621900 4520	299.23		
	SHIPPING	69621900 4520	15.00		
			1,905.49		WA 00862557
OFFICE DEPOT INC	PRECISION FINE POINT GEL	08350000 4310	15.87		
	PRECISE ROLLERBALL PENS	08350000 4310	12.59		
	PRECISE ROLLERBALL PENS	08350000 4310	12.59		
	PRECISE ROLLERBALL PENS	08350000 4310	12.59		
	PRECISE ROLLERBALL PENS	08350000 4310	19.43		
		73.07		WA 00862558	
OFFICE DEPOT INC	OFFICE SUPPLIES 7/1/2017 -	64900031 4520	314.51		
		314.51		WA 00862559	
OFFICE DEPOT INC	HP 78A PRINT CARTRIDGE	08350000 4310	124.58		
	DISCOUNT	08350000 4310	-0.93		
	MAGNETIC LETTERS/NUMBERS	69610000 4520	61.65		
		185.30		WA 00862560	
ORCHARD	HARDWARE SUPPLIES	65110000 4520	8.06		
	HARDWARE SUPPLIES	65110000 4520	19.27		
	HARDWARE SUPPLIES	65110000 4520	38.31		
	HARDWARE SUPPLIES	65110000 4520	11.98		
	HARDWARE SUPPLIES	65110000 4520	27.67		
	HARDWARE SUPPLIES	65110000 4520	20.49		
	HARDWARE SUPPLIES	65110000 4520	12.61		
	HARDWARE SUPPLIES	65110000 4520	4.59		
	HARDWARE SUPPLIES	65110000 4520	24.59		
		167.57		WA 00862561	
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	23,772.13		
	ELECTRICITY SERVICES	68103000 5520	5,943.03		
			29,715.16		WA 00862562
PENSA, GREG	DENTAL PREMIUM	00000010 9533	-129.88		
	TRUSTEE COMPENSATION FOR	66100000 5110	240.00		
		110.12		WA 00862563	
Perez, Diana M	Mileage reimbursement	64900006 5210	364.61		

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	CalSoap/CalPoly day trip mtgs	64900006 5210	15.00 <u>379.61</u>		WA 00862564
PPG ARCHITECTURAL	PAINT SUPPLIES	65110000 4520	20.23 <u>20.23</u>		WA 00862565
PRAXAIR DISTRIBUTION	INSTRUCTIONAL SUPPLIES FOR	09565000 4311	595.94		
	Instructional Supplies for	09565000 4310	19.87		
	Instructional Supplies for	09565000 4310	244.87 <u>860.68</u>		WA 00862566
PROCARE JANITORIAL	CUSTODIAL SUPPLIES FOR	65311000 4520	53.99		
	CUSTODIAL SUPPLIES FOR	65311000 4520	245.33		
	CUSTODIAL SUPPLIES FOR	65311000 4520	284.37		
	CUSTODIAL SUPPLIES FOR	65311000 4520	2,044.58 <u>2,628.27</u>		WA 00862567
PROQUEST LLC	LIBRARY BOOKS	61201000 6310	55.95 <u>55.95</u>		WA 00862568
SAN LUIS OBISPO CO	Advertisement for Registered	01021003 5880	732.80 <u>732.80</u>		WA 00862569
Sanchez Avila, Esmeralda	CSU Biotechnology Symposium	04010022 5210	67.64 <u>67.64</u>		WA 00862570
SANTA BARBARA CO ED	ANNUAL DUES 2017-18 SANTA	66200000 5310	350.00 <u>350.00</u>		WA 00862571
SANTA MARIA PUBLIC	ATTENDANCE TO THE FOR THE	66200000 5222	200.00 <u>200.00</u>		WA 00862572
SANTA MARIA VALLEY	SPONSORSHIP - SANTA MARIA	66200000 5880	1,000.00 <u>1,000.00</u>		WA 00862573
SANTA YNEZ VALLEY	4TH OF JULY FIREWORK	66200000 5880	2,500.00 <u>2,500.00</u>		WA 00862574
SECURR	RECEPTACLE, OUTDOOR	65510003 6410	8,629.21		
	COLD SPRAY GALVANIZE	65510003 6410	1,458.01		
	SHIPPING/HANDLING CHARGES	65510003 6410	460.00 <u>10,547.22</u>		WA 00862575
Shin, Sohmin	LIVE SCAN REIMB FOR	64700000 5820	15.00 <u>15.00</u>		WA 00862576
SMART & FINAL	FOOD SUPPLIES FOR UTC	63300000 4710	106.08		
	FOOD/SUPPLIES FOR STUDENT	63220014 4710	442.04		
	FOOD/SUPPLIES FOR STUDENT	63220014 4710	106.10		
	FOOD SUPPLIES	64300008 4710	56.28		

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			710.50		WA 00862577
SMITH PIPE & SUPPLY INC	LANDSCAPE SUPPLIES	65510000 4520	62.10		
			62.10		WA 00862578
SNAP-ON INDUSTRIAL	INSTRUCTIONAL SUPPLIES FOR	09481107 4310	149.74		
			149.74		WA 00862579
Solano, Cathaleen G	Local Mileage	67220000 5210	26.91		
			26.91		WA 00862580
SPECTRUM REACH	30-SECOND SPOT PROMOTING	67111000 5880	1,563.00		
	30-SECOND SPOT PROMOTING	67111000 5880	1,465.00		
			3,028.00		WA 00862581
ST MARY OF THE	UPTOWN SPONSOR FOR ST.	66200000 5880	500.00		
			500.00		WA 00862582
Tomasello, Margaret A	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862583
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	66.10		
			66.10		WA 00862584
USI EDUCATION &	BINDERY CONSUMABLES FOR	67761001 4520	39.59		
	BINDERY/WIDE FORMAT	67762000 4520	185.72		
			225.31		WA 00862585
VIKING FENCE CO INC	REMOVE DUGOUT FENCES AND	65110000 6211	2,600.00		
	LABOR CHARGES	65110000 6212	1,800.00		
			4,400.00		WA 00862586
VTC ENTERPRISES	DELIVERY OF AHC SPRING 2018	67111000 5112	43.70		
			43.70		WA 00862587
Webb, Timothy W	SB Film Festival student trip	06122000 4640	2,668.13		
			2,668.13		WA 00862588
WESTERN	PEST CONTROL SERVICES	65510000 5640	114.00		
			114.00		WA 00862589
WESTERN	PEST CONTROL SERVICES FOR	65110000 5640	275.00		
			275.00		WA 00862590
Whitham, David Keith	Mileage reimbursement	21055000 5210	218.00		
			218.00		WA 00862591
ZACARIAS, HILDA	DENTAL PREMIUM	00000010 9533	-63.23		
	TRUSTEE COMPENSATION FOR	66100000 5110	240.00		
			176.77		WA 00862592

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ZUNIGA, ANA E	ADDITIONAL SERVICES -	13051021 5110	195.00 <u>195.00</u>		WA 00862593
Ensing, Kim J	Academic/Non-Inst Health and W	67900009 3430	300.00 <u>300.00</u>		WC 00862594
Moore, Carol A	Classified Health and Welfare	67900009 3420	511.00 <u>511.00</u>		WC 00862595
FOODBANK OF SANTA	Food supplies for childrens	33697017 4710	63.98 <u>63.98</u>		WE 00862596
SAVE MART	Food Supplies for Children's	69297105 4710	55.78		
	Food Supplies for Children's	69297106 4710	55.77		
	Food Supplies for Children's	33697017 4710	31.70		
	Food Supplies for Children's	33697017 4710	115.82		
	Food Supplies for Children's	33697017 4710	97.20		
	Food Supplies for Children's	33697017 4710	50.19 <u>406.46</u>		WE 00862597
SMART & FINAL	Food Supplies for Children's	33697017 4710	75.81 <u>75.81</u>		WE 00862598
SYSCO FOOD SERVICES OF	Food Supplies for Children's	33697017 4710	1,334.99 <u>1,334.99</u>		WE 00862599
PUBLIC AGENCY LAW	AMENDMENT TWO FOR	71710046 5730	2,539.87		
	LEGAL MEDIATION SERVICES	71710117 5730	201.30 <u>2,741.17</u>		WI 00862600
INSTITUTE OF BEAUTY	AGREEMENT FOR	30070000 5130	13,708.00		
	AGREEMENT FOR	30070000 5130	16,164.90		
	AGREEMENT FOR	30070000 5130	1,481.40		
	AGREEMENT FOR	30070000 5630	9,140.00		
	AGREEMENT FOR	30070000 5630	10,776.60		
	AGREEMENT FOR	30070000 5630	987.60 <u>52,258.50</u>		WA 00862601
Beas Ramirez, Yesenia	Mileage reimbursement	66100000 5210	11.66 <u>11.66</u>		WA 00862602
CASAS	Irma Reyes 6.18-21.18	49306022 5210	845.00 <u>845.00</u>		WA 00862603
CCCAOE	Patrick McGuire 3.7-10.18	60200143 5210	495.00 <u>495.00</u>		WA 00862604
Chapman, Annette M	Nat'l Council/Univ Research Admin	67220000 5210	34.62		
	Nat'l Council/Univ Research Admin	67520002 5210	1,000.00 <u>1,034.62</u>		WA 00862605

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COURTYARD BY	Andria Keiser 3.5-6.18	49306022 5210	213.41 <u>213.41</u>		WA 00862606
Dal Bello, Dominic J	UCI HSI Conference	63220014 5210	555.92 <u>555.92</u>		WA 00862607
Galindo, Sara Bell	Mileage reimbursement	63221021 5210	111.74 <u>111.74</u>		WA 00862608
HALL, JEFFERY	Mileage reimbursement	66100000 5210	28.01 <u>28.01</u>		WA 00862609
HILKER, DANIEL	Mileage reimbursement	66100000 5210	8.07 <u>8.07</u>		WA 00862610
PENSA, GREG	Mileage reimbursement Mileage reimbursement	66100000 5210 66100000 5210	39.13 35.97 <u>75.10</u>		WA 00862611
Perez, Diana M	Cal-SOAP Directors Mtg	64900006 5210	126.06 <u>126.06</u>		WA 00862612
Reyes, Geronimo G	LawEnforcementFirearmsCourse	21055014 5210	1,647.04 <u>1,647.04</u>		WA 00862613
SANTA MARIA	Ann Lucas w/students 12.2.17	63220014 4640	480.00 <u>480.00</u>		WA 00862614
Suniga, Naomi	Cash for College Cash for College Cash for College Cash for College	64900012 4710 64900012 4710 64900031 4710 64900031 4710	33.16 31.16 64.48 30.12 <u>158.92</u>		WA 00862615
Sutter, Wendy C	CA AccelerationProjectWkshp	63220001 5210	633.02 <u>633.02</u>		WA 00862616
TOWN & COUNTRY	Irma Reyes 6.18-21.18	49306022 5210	668.04 <u>668.04</u>		WA 00862617
Valdiviezo, Alicia	Mileage reimbursement	63220001 5210	82.84 <u>82.84</u>		WA 00862618
ACCURATE FIRST AID	1136 BIOFREEZE 6PK 2508 PAIN TERMINATOR 2523 ASPIRIN FREE 500MG 3502 ALCOHOL SPRAY PUMP 3503 PEROXIDE SPRAY 4OZ 3508 ALCOHOL WIPES 50/BOX 4506 HYDROCORTISONE 25/BOX	67775000 4530 67775000 4530 67775000 4530 67775000 4530 67775000 4530 67775000 4530 67775000 4530	8.59 16.15 12.42 6.43 6.43 6.43 8.91		

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	4510 ANTIBIOTIC PLUS	67775000 4530	9.45		
	5405 BLOOD STOP COMPRESS	67775000 4530	7.02		
	6525 ROLLER GAUZE 4x5 YDS	67775000 4530	4.05		
	8506 EYEWASH/ 1oz POP TOP	67775000 4530	13.93		
	9757 BIOLIFE CUT POWDER	67775000 4530	10.75		
	1402 BURN AID GEL UNIT DOSE	67775000 4530	43.74		
	3501 ANTISEPTIC SPRAY 3oz	67775000 4530	23.49		
	4510 ANTIBIOTIC PLUS	67775000 4530	28.35		
	8506 EYEWASH/1oz POP TOP	67775000 4530	20.90		
	7503 ELASTIC TAPE 1x5 YDS	67775000 4530	15.01		
	9602KIT TWEEZERS/DISP	67775000 4530	8.10		
	8520 EYE RELIEF DROPS/5pk	67775000 4530	21.06		
	9782 BLOODBORNE CLEAN UP	67775000 4530	29.11		
	9608 SPINTER REMOVER 10/case	67775000 4530	19.25		
			319.57		WA 00862619
AHC - PART-TIME	Reimbursement for office	49420000 4520	133.00		
	Reimbursement for utilities	49420000 5520	103.66		
	Reimbursement for telephone	49420000 5540	214.50		
	Reimbursement for rent per	49420000 5630	1,540.26		
	Reimbursement for postage per	49420000 5870	100.00		
			2,091.42		WA 00862620
AIRGAS USA LLC	Instructional Welding Supplies	68400382 4310	44.32		
	Gun Spool 160AMP 12'	68400382 6410	323.75		
			368.07		WA 00862621
AIRGAS WEST INC.	Screen Welding Frame Only	68400382 4310	65.34		
	CART MIG Welding	68400382 4310	110.39		
	Screen Welding Frame Only	68400382 4310	130.68		
	Screen Welding Replacement	68400382 4310	68.04		
	Instructional Welding Supplies	68400382 4310	15.63		
			390.08		WA 00862622
ALL AMERICAN SCREEN	BLUE JOURNALS W/ LOGO	59902000 4520	418.50		
	SET UP FEES	59902000 4520	59.40		
	PENS	59902000 4520	270.00		
	BLUE POLO SHIRTS WITH WHITE	67111000 4520	36.77		
	BLUE CARDIGAN SWEATERS	67111000 4520	86.40		
	BLUE JACKETS WITH WHITE	67111000 4520	112.32		
	MEN'S LONG SLEEVE POLO	67111000 4520	31.32		
	BLUE POLO SHIRTS WITH WHITE	67111001 4520	114.43		
	EMERGENCY PREPAREDNESS	67720000 4520	4,320.00		
			5,449.14		WA 00862623
Alonso, Carlos A	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862624
AMERICAN INDUSTRIAL	First aid Kit Vehicle Plastic	09565001 4520	21.55		
	25614 Fire Extinguisher #5	09565001 4520	47.47		
	Wheel Chock No Chain 9 lbs	09565001 4520	53.88		
	Instructional Supplies for	09565007 4310	136.08		
	Instructional Supplies for	09565007 4310	118.31		

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	Instructional Supplies for	09565007 4310	116.84 <u>494.13</u>		WA 00862625
AMERICAN RED CROSS	ADULT CPR/AED INFANT CPR	08350000 4311	132.00 <u>132.00</u>		WA 00862626
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	1,428.00		
	CHARTER BUS SERVICE TO	64945000 4640	3,174.00		
	CHARTER BUS SERVICE TO CAI	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO LA	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	3,174.00 <u>9,936.00</u>		WA 00862627
Ando, Dean Justin N	LIVE SCAN REIMB FOR	64700000 5820	31.00 <u>31.00</u>		WA 00862628
ASSESSMENT	RN COMPREHENSIVE	12301026 4310	20,517.00 <u>20,517.00</u>		WA 00862629
AZTEC SOFTWARE	Aztec's HISET Prep Solution	49306022 5670	4,975.00 <u>4,975.00</u>		WA 00862630
Baroza-Martinez, Daniel	LIVE SCAN REIMB FOR	64700000 5820	20.00 <u>20.00</u>		WA 00862631
BIG BRAND TIRE	TIRES-P225/60R18 EAGLE RS-A	21055007 4310	6,843.74		
	TIRES-P235/55R17 EAGLE RS-A	21055007 4310	4,431.37		
	TIRES-245/55R18 EAGLE RS-A	21055007 4310	3,431.88		
	TIRES-225/60R16 SOLUS	21055007 4310	554.96		
	TIRES-265/60R17 ROADIAN HP	21055007 4310	569.52		
	TIRES- LT215/85R16E 115S	21055007 4310	173.22		
	TIRES-LT275/65R18E SAVERO	21055007 4310	137.91 <u>16,142.60</u>		WA 00862632
Biggs, Abbigayle R	LIVE SCAN REIMB FOR	64700000 5820	31.00 <u>31.00</u>		WA 00862633
BLUE ROSE STUDIO	Instructional Supplies	68400382 4310	109.77 <u>109.77</u>		WA 00862634
BREMER AUTO PARTS	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	5.37		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	6.90 <u>12.27</u>		WA 00862635
CA ELECTRIC SUPPLY	ELECTRICAL/LIGHTING	65110000 4520	312.88 <u>312.88</u>		WA 00862636
CANON FINANCIAL	MAINTENANCE AND COPY	67761001 5640	448.55		
	CANON COPIER LEASE	67761001 5680	-1,298.33		
	CANON COPIER LEASE	67761001 5680	500.47		
	CANON COPIER LEASE	67761001 5680	500.47		

Allan Hancock College
Warrant Register
Check Dates from 2/1/2018 to 2/28/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
	MAINTENANCE AND COPY	67762000 5640	-500.47		
	MAINTENANCE AND COPY	67762000 5640	1,298.33		
	MAINTENANCE AND COPY	67762000 5640	4,036.90		
	DUPLO CD-616 PRO	67762000 5680	484.96		
	CANON COPIER LEASE	67762000 5680	4,504.23		
			9,975.11		WA 00862637
CARD INTEGRATORS	LEASH HOOK BREAK AWAY	63220014 4520	1,485.00		
	FREIGHT	63220014 4520	22.00		
			1,507.00		WA 00862638
CAROLINA BIOLOGICAL	SCIENCE LAB SUPPLIES	60100407 4310	32.09		
	SWIFT SM101	04010001 6410	6,258.60		
	Instructional Supplies	04011007 4310	-34.25		
	Instructional Supplies	04011007 4310	34.25		
	Algae, Oscillatoria tenius,	04011007 4310	8.36		
	Freight & handling	04011007 4310	9.67		
	Protozoa, Amoeba proteus,	04011007 4310	8.36		
	Protozoa, Paramecium	04011007 4310	8.36		
	Instructional Supplies	04011007 4310	11.88		
			6,337.32		WA 00862639
CARQUEST AUTO PARTS	INSTRUCTIONAL SUPPLIES	09480000 4310	12.31		
			12.31		WA 00862640
CARR'S BOOT SHOP	UNIFORMS FOR LE STAFF	21055000 4512	107.97		
	SAFETY BOOTS FOR	67343000 3920	125.00		
	SAFETY BOOTS FOR	67343000 3920	125.00		
			357.97		WA 00862641
CENTRAL CITY LEASING	CHEVROLET PICKUP, 2016	67772000 6450	473.85		
	CHEVROLET PICKUP, 2016	67772000 6450	473.85		
			947.70		WA 00862642
CHANNING BETE	CPR Prompt Ad/Ch and Inf 7pk	13051021 4310	530.00		
	Shipping and Handling	13051021 4310	52.74		
			582.74		WA 00862643
CHEVRON AND TEXACO	GASOLINE - CREDIT CARD	67772000 4560	101.10		
			101.10		WA 00862644
CITY OF SANTA MARIA	WATER SERVICES AND	65700000 5530	623.18		
	WATER SERVICES AND	65700000 5530	903.45		
	WATER SERVICES AND	65700000 5530	3,771.53		
	WATER SERVICES AND	65700000 5530	433.74		
	WATER SERVICES AND	65700000 5530	277.02		
	WATER SERVICES AND	65700000 5530	100.19		
	WATER SERVICES AND	65700000 5530	1,925.22		
	WATER SERVICES AND	65700000 5530	1,107.07		
	WATER SERVICES AND	65700000 5530	74.52		
	WATER SERVICES AND	65700000 5530	94.09		
	WATER SERVICES AND	65700000 5530	104.87		

**Allan Hancock College
Warrant Register**

Check Dates from 2/1/2018 to 2/28/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
	WATER SERVICES AND	68103000 5530	155.79		
	WATER SERVICES AND	68103000 5530	225.86		
	WATER SERVICES AND	68103000 5530	942.88		
	WATER SERVICES AND	68103000 5530	108.44		
	WATER SERVICES AND	68103000 5530	69.25		
	WATER SERVICES AND	68103000 5530	25.05		
	WATER SERVICES AND	68103000 5530	481.31		
	WATER SERVICES AND	68103000 5530	276.77		
	WATER SERVICES AND	68103000 5530	18.63		
	WATER SERVICES AND	68103000 5530	23.52		
	WATER SERVICES AND	68103000 5530	26.22		
			11,768.60		WA 00862645
CITY OF SANTA MARIA	FALSE ALARM RESPONSES	67775200 5590	271.50		
			271.50		WA 00862646
COASTAL REPROGRAPHIC	BINDERY AND WIDE FORMAT	67762000 4520	390.53		
			390.53		WA 00862647
COLUMBIA BUSINESS	MONTHLY UTILITIES EXPENSE	67710300 5630	1,192.73		
			1,192.73		WA 00862648
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	131.23		
			131.23		WA 00862649
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	144.35		
			144.35		WA 00862650
CONSTELLATION	ELECTRICITY SERVICES	65700000 5520	14.45		
	ELECTRICITY SERVICES	68103000 5520	3.61		
			18.06		WA 00862651
CONSTELLATION	ELECTRICITY SERVICES	65700000 5520	0.02		
	ELECTRICITY SERVICES	68103000 5520	0.00		
			0.02		WA 00862652
CONSTELLATION	ELECTRICITY SERVICES	65700000 5520	19,611.63		
	ELECTRICITY SERVICES	68103000 5520	4,902.91		
			24,514.54		WA 00862653
CULLIGAN OF LOMPOC	MONTHLY RENTAL FOR	04011100 5690	23.50		
			23.50		WA 00862654
CULLIGAN/CENTRAL	FILTER EXCHANGE FOR	04011100 5690	100.00		
			100.00		WA 00862655
CUSTOM COLORS &	INSTRUCTIONAL SUPPLIES FOR	09482000 4310	189.62		
			189.62		WA 00862656
DAILY NEXUS	QUARTER-PAGE STANDARD,	67111000 5880	383.00		
			383.00		WA 00862657

Allan Hancock College
Warrant Register
Check Dates from 2/1/2018 to 2/28/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
DAVID GRANT INC	NoHo CARE Hosting Services	67873100 5675	1,188.00		
			<u>1,188.00</u>		WA 00862658
DEMCO INC	LIBRARY SUPPLIES	61201000 4520	189.18		
			<u>189.18</u>		WA 00862659
DOCUTEAM	CONFIDENTIAL 32 GAL BIN,	67220000 5571	25.00		
			<u>25.00</u>		WA 00862660
Durnin, Camryn M	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			<u>31.00</u>		WA 00862661
EWING IRRIGATION	LANDSCAPE SUPPLIES	65510000 4520	19.49		
			<u>19.49</u>		WA 00862662
FEDERAL EXPRESS CORP	SHIPPING CHARGES FOR	60200200 5870	5.37		
	MAILINGS FOR ACCT #1104-8488	67710300 5870	7.09		
			<u>12.46</u>		WA 00862663
FERGUSON ENTERPRISES	PLUMBING SUPPLIES	65110000 4520	57.48		
	PLUMBING SUPPLIES	65110000 4520	11.78		
	PLUMBING SUPPLIES	65110000 4520	33.00		
			<u>102.26</u>		WA 00862664
FINS AND CRITTERS	25 GALLONS WATER CHANGE	04011100 4520	20.25		
	MONTHLY SERVICE FOR LVC	04011100 5650	75.00		
			<u>95.25</u>		WA 00862665
FISHER SCIENTIFIC CO	SCIENCE LAB SUPPLIES	60100407 4310	156.26		
	Sodium Thiocyanate,, 500g,	19010007 4310	68.53		
			<u>224.79</u>		WA 00862666
FOLLETT HEG - AHC	Seashore of Northern and	04010000 4310	84.24		
	INSTRUCTIONAL SUPPLIES ART	0021007 4310	38.94		
	Interpreter of Maladies,	15011207 4310	16.20		
	Dreamland, Quinones	15011207 4310	19.44		
	PURCHASE BOOKS FOR THE	49306012 4520	3,465.45		
	INSTRUCTIONAL SUPPLIES,	60100407 4310	265.87		
	CTE Subject Textbooks for	64300205 4520	9,172.02		
	PURCHASE TEXTBOOKS FOR	64300301 7620	3,304.53		
	BOOKSTORE GRANT FOR	66100000 7620	500.00		
			<u>16,866.69</u>		WA 00862667
Fonseca, Leslie O	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862668
FOODBANK OF SANTA	FOOD SHARE BECAUSE YOU	63220051 4710	448.18		
	FOOD SHARE BECAUSE YOU	63220051 4710	361.71		
	FOOD SHARE BECAUSE YOU	63220051 4710	372.06		
			<u>1,181.95</u>		WA 00862669

Allan Hancock College
Warrant Register
Check Dates from 2/1/2018 to 2/28/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
FOODBANK OF SANTA	SPONSORSHIP - LOMPOC EMPT	66200000 5880	<u>1,000.00</u> 1,000.00		WA 00862670
FORD MOTOR CREDIT	LEASE PAYMENT OF 2016	67772000 6450	<u>490.15</u> 490.15		WA 00862671
FRONTIER	TELEPHONE SERVICE	65700000 5540	<u>16.02</u> 16.02		WA 00862672
FRONTIER	TELEPHONE SERVICE	65700400 5540	<u>801.14</u> 801.14		WA 00862673
Fruge, Anamarie R	LIVE SCAN REIMB FOR	64700000 5820	<u>49.00</u> 49.00		WA 00862674
Garibay Robles, Sara	LIVE SCAN REIMB FOR	64700000 5820	<u>20.00</u> 20.00		WA 00862675
Gonzalez-Cortez, Carlos A	LIVE SCAN REIMB FOR	64700000 5820	<u>20.00</u> 20.00		WA 00862676
GRIEGO POOL SERVICE	POOL SERVICE	65110000 5640	<u>1,200.00</u> 1,200.00		WA 00862677
GRIFFIN PLUMBING	CLEANING, RESTORATION AND	65110000 4520	1,825.00		
	FREIGHT CHARGES	65110000 4520	275.00		
	LABOR CHARGES	65110000 5650	7,470.00		
	TRUCK/EQUIPMENT CHARGES	65110000 5650	<u>1,225.00</u> 10,795.00		WA 00862678
HALL, JEFFERY	TRUSTEE COMPENSATION FOR	66100000 5110	<u>240.00</u> 240.00		WA 00862679
HARTFORD, THE	AHC GROUP LIFE INSURANCE	00000010 9537	<u>5,089.32</u> 5,089.32		WA 00862680
HAYWARD LUMBER INC	MAINTENANCE SUPPLIES	65110000 4520	<u>58.92</u> 58.92		WA 00862681
HILKER, DANIEL	TRUSTEE COMPENSATION FOR	66100000 5110	<u>240.00</u> 240.00		WA 00862682
Hillier, Crae A	LIVE SCAN REIMB FOR	64700000 5820	<u>25.00</u> 25.00		WA 00862683
INNOVATIVE USERS	MEMBERSHIP RENEWAL	61201000 5310	<u>100.00</u> 100.00		WA 00862684
INTERMOUNTAIN LOCK	KEY/LOCK SUPPLIES	65110000 4520	104.34		

Allan Hancock College
Warrant Register
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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	KEY/LOCK SUPPLIES	65110000 4520	37.43 <u>141.77</u>		WA 00862685
JOBELEPHANT.COM INC	ADVERTISING FOR	67300100 5880	225.00 <u>225.00</u>		WA 00862686
LAERDAL MEDICAL CORP	BLS INSTRUCTOR MANUAL	12502000 4310	36.41		
	HEARTSAVER FIRST AID CPR	12502000 4310	54.24		
	SHIPPING	12502000 4310	11.19 <u>101.84</u>		WA 00862687
LIEBERT CASSIDY	Legal Services for month of	67342000 5730	3,072.00		
	Legal Services for month of	67342000 5730	4,998.00 <u>8,070.00</u>		WA 00862688
LOS PADRES FIRE	FIRE SYSTEM SERVICE, HAZ	65311400 5650	200.00 <u>200.00</u>		WA 00862689
METROPOLITAN LIFE	AHC LTD/INCOME PROTECTION	00000010 9544	5,810.88 <u>5,810.88</u>		WA 00862690
MOORE MEDICAL LLC	Purell Adv Hand Gel 1 oz	64400002 4530	126.01		
	Syringe Only 3CC	64400002 4530	9.57		
	Take Away Envir Sys 10 Gal RX	64400002 4530	143.59 <u>279.17</u>		WA 00862691
Moore, Mariah L	LIVE SCAN REIMB FOR	64700000 5820	49.00 <u>49.00</u>		WA 00862692
Murray, Erin L	LIVE SCAN REIMB FOR	64700000 5820	25.00 <u>25.00</u>		WA 00862693
NAYLOR LLC	Naylor Online Sourcebook 2018	60200144 5880	525.00 <u>525.00</u>		WA 00862694
OKEY LA REVISTA	FULL-PAGE, FULL-COLOR AD	49308036 5880	100.00 <u>100.00</u>		WA 00862695
Orlick, Derek T	LIVE SCAN REIMB FOR	64700000 5820	31.00 <u>31.00</u>		WA 00862696
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	78.93		
	ELECTRICITY SERVICES	68103000 5520	19.73 <u>98.66</u>		WA 00862697
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	1,317.00		
	ELECTRICITY SERVICES	68103000 5520	329.25 <u>1,646.25</u>		WA 00862698
Padilla, Dylan	LIVE SCAN REIMB FOR	64700000 5820	20.00		

Allan Hancock College
Warrant Register
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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			20.00		WA 00862699
Perez, Diana M	REIMBURSEMENT FOR CELL	64900006 5540	300.00		
			300.00		WA 00862700
PLAY IT AGAIN SPORTS	GHOST FP BAT 10 34/24	69610003 6410	0.00		
	GHOST FP BAT 10 33/23	69610003 6410	755.90		
	GHOST FP BAT 10 31/21	69610003 6410	0.00		
	GHOST FP BAT 9	69610003 6410	755.89		
	PROWESS HELMET MASK JR	69610007 4310	296.35		
	PROWESS HELMET MASK M/L	69610007 4310	169.34		
	PROWESS P2 CATCHERS SET	69610007 4310	270.00		
			2,247.48		WA 00862701
POSTAGE ONE	MAIL SORTING FEES	67700000 5870	75.00		
			75.00		WA 00862702
PPG ARCHITECTURAL	PAINT SUPPLIES	65110000 4520	20.23		
	PAINT SUPPLIES	65110000 4520	17.27		
			37.50		WA 00862703
PRAXAIR DISTRIBUTION	Instructional Supplies for	09565000 4310	44.61		
	Instructional Supplies for	09565000 4310	985.93		
			1,030.54		WA 00862704
PROCARE JANITORIAL	CUSTODIAL SUPPLIES	65311400 4520	732.56		
			732.56		WA 00862705
Quintanar, Virginia A	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862706
RAVATT ALBRECHT AND	ARCHITECTURAL SERVICES	09340011 6220	1,450.00		
			1,450.00		WA 00862707
Reed, Christine L	Reimb for food for	60100703 4710	177.13		
			177.13		WA 00862708
Salgado, Anali	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00862709
SANTA MARIA VALLEY	Sub Recipient Agreement	68400382 5112	1,760.45		
			1,760.45		WA 00862710
SOUTHERN CALIFORNIA	GAS SUPPLY 7/1/17-6/30/18	65700000 5510	7,527.06		
	GAS SUPPLY 7/1/17-6/30/18	68103000 5510	1,881.77		
			9,408.83		WA 00862711
SPRINT	SPRINT INVOICE	67775000 5540	32.72		
			32.72		WA 00862712
THREADHEAD INC	GOLF DRI FIT POLO WHITE	69610007 4310	207.36		

Allan Hancock College
Warrant Register
Check Dates from 2/1/2018 to 2/28/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
	GOLF DRI FIT POLO ROY BLUE	69610007 4310	207.36		
	NIKE DRI FIT POLO BL SAPPHIRE	69610007 4310	37.80		
	NIKE DRI FIT POLO WHITE	69610007 4310	37.80		
	NIKE DRI FIT COVERUP	69610007 4310	378.00		
	NIKE CAP WHITE/WHITE	69610007 4310	246.24		
			<u>1,114.56</u>		WA 00862713
Todakee-Vazquez, Elizabeth	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862714
UNITED HEALTH CARE	AARP HEALTH INSURANCE	00000010 9533	1,330.91		
			<u>1,330.91</u>		WA 00862715
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	74.32		
			<u>74.32</u>		WA 00862716
UNITED REFRIGERATION	PARTS PER INVOICES:	69491000 4520	332.77		
	PARTS PER INVOICES:	69491000 4520	17.83		
	PARTS PER INVOICES:	69491000 4520	211.41		
	PARTS PER INVOICES:	69491000 4520	24.30		
			<u>586.31</u>		WA 00862717
US POSTAL SERVICE-	POSTAGE DEPOSIT TO HASLER	67710300 5870	10,000.00		
			<u>10,000.00</u>		WA 00862718
Valerio, Raquel	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862719
Vargas-Acosta, Oscar	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862720
Vasquez-Alvarado, Melissa	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862721
Vazquez Soto, Jaime A	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00862722
VERIZON WIRELESS	MONTHLY CHARGES FOR	08350000 5540	38.01		
			<u>38.01</u>		WA 00862723
VIKING FENCE CO INC	INSTALLATION AND REMOVAL	65110000 6212	300.00		
			<u>300.00</u>		WA 00862724
WAYPOINT COACHING &	Independent Contractor	67610004 5112	2,000.00		
			<u>2,000.00</u>		WA 00862725
WELT, ROGER	2% District Contribution for	59900000 3440	3,375.48		
			<u>3,375.48</u>		WA 00862726
WESTERN PROPANE	PROPANE EXPENSES FOR	67772000 4520	12.83		

Allan Hancock College
Warrant Register
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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			12.83		WA 00862727
WESTERN WAYS	JANITORIAL SERVICES AT	66241000 5112	800.00		
			800.00		WA 00862728
White, Joshua B	LIVE SCAN REIMB FOR	64700000 5820	31.00		
			31.00		WA 00862729
FACILITIES PLANNING	CONSULTING SERVICES FOR	71810033 5112	5,775.00		
			5,775.00		WB 00862730
ROUNTREE & ASSOCIATES	STORAGE RETRIEVAL OF	71710046 6240	420.00		
			420.00		WI 00862731

Warrant Register

Check Dates from 2/1/2018 to 2/28/2018

Fund and Reversal Summary

Totals By Fund:

Total for Fund 9410	1,875,946.21
Total for Fund 9421	0.00
Total for Fund 9433	3,125.30
Total for Fund 9441	34,373.04
Total for Fund 9446	2,435.88
Total for Fund 9447	27,931.29
Total for Fund 9461	65,451.00
Total for Fund 9462	910.00
Total for Fund 9463	0.00
Total for Fund 9473	0.00
Total for Fund 9476	0.00

Reversals:

Total for Fund 9410	802.00
Total for Fund 9421	0.00
Total for Fund 9433	0.00
Total for Fund 9441	0.00
Total for Fund 9446	0.00
Total for Fund 9447	0.00
Total for Fund 9461	0.00
Total for Fund 9462	0.00
Total for Fund 9463	0.00
Total for Fund 9473	0.00
Total for Fund 9476	0.00

**Allan Hancock College
RCF Check Register**

Checks dated: 2/1/2018 - 2/28/2018

Check Date	Ck ID	Check #	Payee ID	Payee Name	Type	Status	Amount
02/05/2018	RC	00014778	V24778	BRIAN WESTON	MW	IS	330.91
02/27/2018	RC	00014779	V02525	EMPLOYMENT DEVELOPMENT DEPT	MW	IS	2,439.28
Total							2,770.19
Reversals:							0.00
Grand Total:							2,770.19

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT

April 10, 2018

ACRONYMS

3CFCA	California Community College Fastpitch Coaches Association
AHC-AUXILIARY	Allan Hancock College - Auxiliary
ABC-CLIO	American Bibliographical Center - Clio Press
AHC - PART - TIME	Allan Hancock College - Part Time Faculty
AT&T	American Telephone & Telegraph
CAL-OES	California Office of Emergency Services
CASAS	California Adult Student Assessment System
CCCAOE	California Community College Administrators of Occupational Education
CCI CENTRAL INC	Central Coast Innovators Central INC
CCLC/CCCAA	Community College League of California/California Community College Athletic Association
CDW Government Inc	Computer Discount Warehouse Government Inc
CLEARs	California Law Enforcement Association of Records
COADN	California Organization of Associate Degree Nursing
DOCUTEAM	Document Team
FOLLETT HEG-AHC	Follett Higher Education Group-Allan Hancock College
GARDA CL West Inc	Garda Cash Logistics West Inc
GM FINANCIAL LEASING	General Motors Financial Leasing
IACP	International Association of Chiefs of Police
LOVARC	Life Options, Vocational and Resource Center
Morris PI Group	Morris Private Investigations Group
PPG Architectural Finishes Inc	Pittsburgh Paints & Glass Architectural Finishes
RP GROUP	Research & Planning Group for California Community Colleges
SECURR	Security-Conscious Refuse & Recycling
SISC III	Self Insured Schools of California
SLO Pest and Termite	San Luis Obispo Pest and Termite
USI Educ & Gov Sales	United School Industries Education & Government Sales
VTC Enterprises	Vocational Training Center Enterprises



CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Authorization to Declare District Property as Surplus	Item Number: 11.B.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

District personnel have determined that the following property can no longer be used by college programs. This process is utilized to ensure that the college does not dispose of any item that still has value to the district. Education Code Section 81450 allows for the sale, at auction, of district property not required for school purposes. Below is a list of district property to be declared surplus and subsequently sold at auction.

Description	Quantity	Condition
1996 Field sweeper 720 EHL, unrepairable engine	1	Poor

Education Code Section 81452 (a) provides for the sale of district property at private sale without advertising if the governing board, by a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of \$5,000.

FISCAL IMPACT

Total proceeds are dependent on the auction and private sale participation level.

RECOMMENDATION

Staff recommends that the board of trustees declare the item listed to be surplus and authorize disposal through the appropriate procedures.

Administrator Initiating Item: Michael R. Black	Final Disposition:
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CONSENT ITEM

To: Board of Trustees	Date: April 10, 2018
From: Superintendent/President	
Subject: Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	Item Number: 11.C.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 14

BACKGROUND

Credit and noncredit instruction and non-instructional assignments for part-time faculty and overload and special assignments/stipends for regular full-time faculty are recommended for the time periods designated on the attached list, as per the California Education Code, Section 87482.5.

FISCAL IMPACT

Budgeted for the 2017-2018 fiscal year.

RECOMMENDATION

Staff recommends that the board of trustees approve the attached list of part-time faculty appointments and regular faculty overload and special assignments/stipends.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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PART-TIME FACULTY ASSIGNMENTS - CREDIT
SPRING 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		COUNSELING		
Paz, Cynthia		Counseling	3SP	.156
		EARLY CHILDHOOD STUDIES		
Suarez, Maria	40430	ECS 310	Art for Young Child	.033
		FIRE TECHNOLOGY		
Burch, William	40413	FT 308	Firefighter 1 Academy 1B	.117
Burch, William	42216	FT 363	Low Angle Rescue	.022
Champion, Leonard	40413	FT 308	Firefighter 1 Academy 1B	.029
Crotty, John	40413	FT 308	Firefighter 1 Academy 1B	.129
D'Andrea, Dana	40413	FT 308	Firefighter 1 Academy 1B	.200
D'Andrea, Dana	42216	FT 363	Low Angle Rescue	.017
Dickson, Douglas	42216	FT 363	Low Angle Rescue	.029
Dickson, Douglas	40413	FT 308	Firefighter 1 Academy	.046
Gonzales, Richard	40413	FT 308	Firefighter 1 Academy 1B	.033
Halbeisen, Marissa	42216	FT 363	Low Angle Rescue	.029
Janatsch, Bruce	42216	FT 363	Low Angle Rescue	.051
Janatsch, Bruce	40413	FT 308	Firefighter 1 Academy 1B	.046
Markley, John	42216	FT 363	Low Angle Rescue	.029
Markley, John	40413	FT 308	Firefighter 1 Academy 1B	.072
Martinez, Christopher	40413	FT 308	Firefighter 1 Academy 1B	.029
Martinez, Christopher	42216	FT 363	Low Angle Rescue	.051
Martinez, Essex	40413	FT 308	Firefighter 1 Academy 1B	.059
Martinez, Essex	42216	FT 363	Low Angle Rescue	.029
McLeod, Derek	42216	FT 363	Low Angle Rescue	.029
McMann, Scott	40413	FT 308	Firefighter 1 Academy 1B	.029
McMann, Scott	42216	FT 363	Low Angle Rescue	.022
Montejo, Vincent	40413	FT 308	Firefighter 1 Academy 1B	.088
Owen, Jack	40413	FT 308	Firefighter 1 Academy 1B	.017
Paige, Brandon	40413	FT 308	Firefighter 1 Academy 1B	.129
Paige, Brandon	40413	FT 308	Firefighter 1 Academy 1B	.088
Shay, Kevin	40413	FT 308	Firefighter 1 Academy 1B	.092
		INTERCOLLEGIATE ATHLETICS		
Ayers, Deanna	40797	PEIA 185	Intercollegiate Swimming Women	.078
		LAW ENFORCEMENT		
Abbas, Hussein	42380	LE 320	Basic Law Enforcement Academy	.017
Camarena, Juan	41619	LE 330	Core Custody Academy	.129
Cox, Corey	42380	LE 320	Basic Law Enforcement Academy	.029
Cox, Corey	41619	LE 330	Core Custody Academy	.033
Dague, Jean	42380	LE 320	Basic Law Enforcement Academy	.017
Dague, Jean	40666	LE 421	Complaint Dispatcher	.224
Day, Alan	41619	LE 330	Core Custody Academy	.033
Day, Alan	42380	LE 320	Basic Law Enforcement Academy	.033
Dickel, Jason	40666	LE 421	Complaint Dispatcher	.033
Dillard, Bryan	42380	LE 320	Basic Law Enforcement Academy	.113
Douglas, Jeremy	40831	LE 357	Instructor Development	.033
Douglas, Jeremy	40666	LE 421	Complaint Dispatcher	.100
Gerber, Sonny	42380	LE 320	Basic Law Enforcement Academy	.033

PART-TIME FACULTY ASSIGNMENTS - CREDIT
SPRING 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Gotschall, Christopher	41619	LE 330	Core Custody Academy	.042
Gotschall, Christopher	42380	LE 320	Basic Law Enforcement Academy	.066
Hollis, Michael	42380	LE 320	Basic Law Enforcement Academy	.224
Huddle, Kevin	42380	LE 320	Basic Law Enforcement Academy	.066
Huddle, Kevin	40666	LE 421	Complaint Dispatcher	.033
Hutton, Trevor	42380	LE 320	Basic Law Enforcement Academy	.099
Lehman-Moreno, Romni	42380	LE 320	Basic Law Enforcement Academy	.070
Lehman-Moreno, Romni	41619	LE 330	Core Custody Academy	.158
Lemaire, Neal	41619	LE 330	Core Custody Academy	.004
Lovato, Chris	42380	LE 320	Basic Law Enforcement Academy	.044
Martinez, Alison	42380	LE 320	Basic Law Enforcement Academy	.050
Martinez, Alison	Assigned	LE	Coordinator POST	.478
Martinez, Michael	42380	LE 320	Basic Law Enforcement Academy	.092
McBeth, Jerald	42380	LE 320	Basic Law Enforcement Academy	.033
Miller, Steven	41619	LE 330	Core Custody Academy	.033
Neumann, Timothy	40831	LE 357	Instructor Development	.133
Neumann, Timothy	42380	LE 320	Basic Law Enforcement Academy	.033
Neumann, Timothy	40666	LE 421	Complaint Dispatcher	.033
Olmstead, Brian	42380	LE 320	Basic Law Enforcement Academy	.029
Olmstead, Brian	41619	LE 330	Core Custody Academy	.033
Owen, Jack	40666	LE 421	Complaint Dispatcher	.033
Perkins, Michael	41619	LE 330	Core Custody Academy	.033
Perkins, Michael	42380	LE 320	Basic Law Enforcement Academy	.158
Perkins, Michael	40666	LE 421	Complaint Dispatcher	.033
Purcell, Mark	41619	LE 330	Core Custody Academy	.033
Reid, Robert	41619	LE 330	Core Custody Academy	.033
Ruth, Ross	42380	LE 320	Basic Law Enforcement Academy	.099
Rylant, Chuck	42380	LE 320	Basic Law Enforcement Academy	.117
Smith, Ryan	42380	LE 320	Basic Law Enforcement Academy	.083
Sullivan, Ryan	41619	LE 330	Core Custody Academy	.031
Vega, Woodrow	42380	LE 320	Basic Law Enforcement Academy	.050
Waits, Jared	41619	LE 330	Core Custody Academy	.050

NURSING

Gordon, Virginia	40582	NURS 300	CNA/Acute Care Aide	.132
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PART-TIME FACULTY ASSIGNMENTS - NONCREDIT
SPRING 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Pike, Lorena	42465	SHORT-TERM VOCATIONAL VOCE 7018B	Spanish in the Workplace	.041

PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		LAW ENFORCEMENT		
Camarena, Juan	10663	LE 320	Basic Law Enforcement Academy	.038
Cox, Corey	10663	LE 320	Basic Law Enforcement Academy	.004
Day, Alan	10663	LE 320	Basic Law Enforcement Academy	.029
Dickel, Jason	10663	LE 320	Basic Law Enforcement Academy	.029
Gerber, Sonny	10663	LE 320	Basic Law Enforcement Academy	.050
Gotschall, Christopher	10663	LE 320	Basic Law Enforcement Academy	.088
Hieatt, Jay	10663	LE 320	Basic Law Enforcement Academy	.017
Hollis, Michael	10663	LE 320	Basic Law Enforcement Academy	.011
Klapakis, Jeffery	10663	LE 320	Basic Law Enforcement Academy	.025
Lehman-Moreno, Romni	10663	LE 320	Basic Law Enforcement Academy	.037
Martinez, Alison	10663	LE 320	Basic Law Enforcement Academy	.117
Martinez, Michael	10663	LE 320	Basic Law Enforcement Academy	.017
McBeth, Jerald	10663	LE 320	Basic Law Enforcement Academy	.100
Miller, Steven	10663	LE 320	Basic Law Enforcement Academy	.029
Perkins, Michael	10663	LE 320	Basic Law Enforcement Academy	.071
Purcell, Mark	10663	LE 320	Basic Law Enforcement Academy	.029
Rauchhaus, Kristina	10663	LE 320	Basic Law Enforcement Academy	.017
Rylant, Chuck	10663	LE 320	Basic Law Enforcement Academy	.157
Vasquez, Frank	10663	LE 320	Basic Law Enforcement Academy	.033
Vega, Woodrow	10663	LE 320	Basic Law Enforcement Academy	.050

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Aguilera, Virginia	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$242.28
Bates, Sheri	Fall 2017 stipend to Academic Senate members not serving on the Technical Review Committee (8/21/17 - 12/14/17).	\$800.00
Beck, Colleen	Led workshop for 35 Bulldog Bound experience (10/17/17).	\$200.00
Beres, Casey	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$212.04
Bradley, Joanne	Outreach, preparation, instruction, and evaluation for Architecture workshop. Based on activity rate of \$33.78/hour (3/28 - 3/30/18).	\$101.34
Brannon, Tammy	Serve as a SESMC Faculty Mentor for five (5) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$500.00
Britten, Ben	Assist the assessment team for ILO Assessment, Fall 2017 and Spring 2018, to complete and submit an ILO Assessment Report by June 15, 2018 (8/21/17 - 6/15/18).	\$800.00
Britten, Ben	Came in on Saturday and Sunday to test DegreeWorks after portal went live (1/27-28/18).	\$732.22
Camerena, Juan	Participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$293.68
Caminada, Rinaldo	As part of the Zero Textbook Cost Grant, research, select, and implement open educational resources (OER) in the classroom, update syllabus, SLOs, Canvas shell, and attend key OER PD/training events in the 17/18 spring semester (1/19 -5/25/18).	\$1,497.00
Campos, Lainey	Worked in the month of December 2017 on Counselor/ DW implementation.	\$126.96
Campos, Lainey	Came in on Saturday and Sunday to test DegreeWorks after portal went live (1/27-28/18).	\$708.14
Chaudhari, Rajni	Stipend for large class: Spring 2018, GEOG 102, CRN 40079 had 67 students at census. \$286 per unit x 3 units = \$858. Per part-time faculty agreement 12.4 (1/22 - 5/23/18).	\$858.00
Cohn, Kellye	As part of the Zero Textbook Cost Grant, research, select, and implement open educational resources (OER) in the classroom, update syllabus, SLOs, Canvas shell, and attend key OER PD/training events in the 17/18 spring semester (1/19 -5/25/18).	\$1,491.10
Chung, Eui	Serve as a SESMC Faculty Mentor for one (1) SESMC Scholar, Spring 2018 (1/22 - 4/30/18).	\$100.00
Dal Bello, Dom	Serve as a SESMC Faculty Mentor for five (5) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$500.00

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Dal Bello, Dom	Serve as ESTEEM Faculty Mentor for one (1) ESTEEM Scholar, spring 2018 (2/1 - 4/30/18).	\$125.00
Day, Alan	Provide not-for-credit safety training via Contract Education. EVOC 40 hour (2/13 - 2/16/18).	\$1,935.36
Day, Alan	Participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$305.60
Day, Alan	Delivered not-for-credit Perishable Skills training via Contract Education (3/7/18).	\$483.84
Day, Alan	Delivered not-for-credit Perishable Skills training via Contract Education (3/13/18).	\$241.92
Day, Alan	Delivered not-for-credit Perishable Skills training via Contract Education (3/14/18).	\$483.84
Diaz, Cynthia	Worked from Oct-Dec 2017 on: undocumented transfer workshops, and the creation and preparation of workshops (9hrs), Keeping the dream alive Conference in Sacramento (20 hrs).	\$761.25
Dickel, Jason	Provide not-for-credit safety training via Contract Education. EVOC 40 hour (2/16/18).	\$459.36
Dickel, Jason	Delivered not-for-credit perishable skills training via Contract Education. EVOC 4 hour (2-20-18).	\$229.68
Dickel, Jason	Stipend to participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$295.52
Dickel, Jason	Delivered not-for-credit Perishable Skills training via Contract Education (3/14/18).	\$459.36
Dickel, Jason	Delivered not-for-credit Perishable Skills Training via Contract Education (3/21/18).	\$459.36
Frazier, Yvon	To continue to serve as Project Director for the CCAMPIS grant. Duties include implementation of the grant objectives including oversight of the Academic Support Specialist Anakela Francisco (10/01 - 12/14/17).	\$3,446.96
Frazier, Yvon	To continue to serve as Project Director for the CCAMPIS grant. Duties include implementation of the grant objectives including oversight of the Academic Support Specialist Anakela Francisco (1/22 - 5/23/18).	\$5,327.12
Freeland, Clint	Coordination, preparation time, group meetings, and activities for the Men's Support Group (7/7 - 12/15/17).	\$1,694.40
George, Kenneth	Completion of 6-year comprehensive program review for Law Enforcement program. Agreed upon payment per the faculty agreement, Article 14.6.1 (12/1/17 - 1/31/18).	\$1,500.00

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Haddad, Lubna	Stipend for large class: Spring 2018, PSY 101, CRN 40200 had 62 students at census. \$300 per unit x 3units = \$900. Per faculty agreement 14.6.5 (1/22 - 5/23/2018).	\$900.00
Harris, Laura	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$240.36
Hart, Stan	To provide not-for-credit safety training for oil and gas company employees via Contract Education 20-hour Advanced Safety Training-SB 54 Ca. Health & Safety Code 25536.7 (2/24 - 2/25/18).	\$1,431.54
Headtke, Kathy	Staffing LVC Library and Tutorial for summer semester 2018 (6/11-14 & 7/31-8/2/18).	\$3,972.01
Hernandez, David	Worked between July 7-Dec 15th 2017 on coordination, preparation time, group meetings, and activities for the Men's Support Group	\$1,477.80
Holm, Cynthia	Lead, facilitate, and prepare three-day Introduction to Industrial Technology Workshop for approximately 20 high school and AHC nontraditional students to cover Auto Body, Auto Tech, Architecture, Electronics, Machining & Manufacturing, and Welding (2/15-3/30/18).	\$1,629.00
Johnson, Kathy	Completion of 2016-17, 6-year comprehensive program review for Dental Assisting program.	\$1,500.00
Jorstad, Robert	Serve as a SESMC Faculty Mentor for three (3) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$300.00
Jorstad, Robert	Serve as a ESTEEM Faculty Mentor for two (2) ESTEEM Scholars, spring 2018 (2/1 - 4/30/18).	\$250.00
Lang, Mark	To provide not-for-credit Welding training via Contract Education to FCC inmates (4/3 - 9/27/18).	\$16,560.00
Lesage, Paul	3E instructor for Bulldog Bound Program for 5th and 6th graders (10/27/17, 11/17/17, 12/8/17, 2/9/18, 4/27/18)	\$1,000.00
Lopez, Joe	Participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$323.20
Manalo, Larry	Assist the assessment team for ILO Assessment, Fall 2017 and Spring 2018 to complete and submit an ILO Assessment Report by June 15, 2018 (8/21/17 - 6/15/18).	\$1,500.00
Martinez, Alison	Coordination duties for Law Enforcement program, summer 2018: scheduling, recruit counseling, evaluations, surveys, and instructor evaluation (3/19, 3/27 & 3/28/18).	\$991.50

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Matsuo, Amiko	To facilitate implementation of the Faculty Entrepreneurship Champion Mini-Grant work plan and approved budget. Coordination of "Popuphood, Creative entrepreneurs and the emerging future of cities" workshop (1/19 - 6/30/18).	\$1,618.74
McLeod, Derek	USAR cache maintenance and upkeep in preparation for future ARRT and RS2 courses. Assist in the coordination of Advanced Rope Rescue Technician course (2/25 - 3/23/18).	\$1,824.48
Messina, Michael	Evaluator for March 2018 AHC Earthquake Exercise (3/20/18).	\$508.28
Metaxas, Linda	Large class: PHYS 162, CRNs 40782 & 41572, which had 62 students total at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$300 x 4 units = \$1,200 (1/22 - 5/23/18).	\$1,200.00
Metaxas, Linda	Serve as a SESMC Faculty Mentor for two (2) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$200.00
Miller, Steven	Provide not-for-credit safety training via Contract Education. EVOC 40 hour (2/13 - 2/16/18).	\$2,010.56
Miller, Steven	Provide not-for-credit EVOC 4 hour training vis Contract Education (2/20/18).	\$251.32
Miller, Steven	Stipend to participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$317.28
Miller, Steven	Delivered not-for-credit Perishable Skills training via Contract Education (3/2/18).	\$251.32
Miller, Steven	Delivered not-for-credit Perishable Skills training via Contract Education (3/7/18).	\$502.64
Miller, Steven	Delivered not-for-credit Perishable Skills training via Contract Education (3/13/18).	\$251.32
Miller, Steven	Delivered not-for-credit Perishable Skills training via Contract Education (3/14/18).	\$502.64
Miller, Steven	Delivered not-for-credit perishable skills training via Contract Education, EVOC 8 hour (3/21/18).	\$502.64
Miller, Steven	Delivered not-for-credit perishable skills training via Contract Education, EVOC 4 hour (3/22/18).	\$251.32
Miyahara, Leonard	Large class: BIOL 124, CRN 40240, linked with CRN 40241, which had 60 students at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$300 x 4 units = \$1,200 (1/22 - 5/23/18).	\$1,200.00

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Miyahara, Leonard	Large class: BIOL 125, CRN 40246, linked with CRN 40878, which had 63 students at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$300 x 4 units = \$1,200 (1/22 - 5/23/18).	\$1,200.00
Morris, Jennifer	Large class: BIOL 100, CRN 40037, linked with CRNs 40237 & 40978, which had 94 students total at census. Agreed upon payment: per agreement between the District and CA Federation of Teachers/Part-Time Faculty Association (12.14 Credit Lecture Class Size) \$442 x 4 units = \$1,768 (1/22 - 5/23/18).	\$1,768.00
Mullen, Marcy	Stipend for faculty supporting Bridges to Baccalaureate at the Anatomy Lab (2/9 - 5/12/18).	\$1,200.00
Murphy, Paul	As part of the Zero Textbook Cost Grant, research, select, implement open educational resources (OER) in the classroom, update syllabus, SLOs, Canvas shell, and attend key OER PD/training events in the 17/18 spring semester (1/22 - 5/25/18).	\$1,491.60
Navarrette, Ricardo	Worked between July 7-Dec 15th 2017 on: Coordination, preparation time, group meetings, and activities for the Men's Support Group	\$1,209.00
Nohl, Tim	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$220.26
Nouri, Dustin	Designate OER resources and update all corresponding course materials such as syllabus, SLOs, Canvas shell by the end of the spring 2018 semester, and attend Professional Development training events (1/19-5/25/18).	\$1,490.02
Nouri, Dustin	Large class: CHEM 120, CRN 40339, linked with CRNs 40442 & 40443, which had 91 students total at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$464 x 4 units = \$1,856 (1/22-5/23/18).	\$1,856.00
Nouri, Dustin	Serve as a SESMC Faculty Mentor for one (1) SESMC Scholar, Spring 2018 (1/22 - 4/30/18).	\$100.00
Olmstead, Brian	To provide not-for-credit training via Contract Education. EVOC 40 hour (2-15-18).	\$527.52
Olmstead, Brian	Participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$323.20

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
O'Neill, Stephen	Large class: CHEM 151, CRN 40449, linked with CRNs 40450 & 40970, which had 89 students total at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$410 x 5 units = \$2,050 (1/22 - 5/23/18).	\$2,050.00
Passage, David	3E instructor for Bulldog Bound Program for 5th and 6th graders (10/27/17 & 04/27/18).	\$400.00
Passage, David	Lead Spike-O-Grams workshop for 35 Bulldog Bound Experience on (2/9/18)	\$200.00
Pavone, Chris	Serve as a SESMC Faculty Mentor for three (3) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$300.00
Perkins, Mike	Provide not-for-credit safety training via Contract Education. EVOC 40 hour (2/13 - 2/16/18).	\$1,935.36
Perkins, Mike	Delivered not-for-credit perishable skills training via Contract Education. EVOC 4 hour (2/20/18).	\$241.92
Perkins, Mike	Delivered not-for-credit Perishable Skills training via Contract Education, EVOC 8 hour (3/2/18).	\$241.92
Perkins, Mike	Stipend to participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$305.60
Perkins, Mike	Delivered not-for-credit Perishable Skills training via Contract Education, EVOC 8 hour (3/7/18).	\$483.84
Perkins, Mike	Delivered not-for-credit Perishable Skills training via Contract Education (3/13/18).	\$241.92
Perkins, Mike	Delivered not-for-credit Perishable Skills training via Contract Education (3/14/18).	\$483.84
Perkins, Mike	Delivered not-for-credit Perishable Skills training via Contract Education, EVOC 8 hour (3/21/18).	\$483.84
Perkins, Mike	Delivered not-for-credit Perishable Skills training via Contract Education, EVOC 4 hour (3/22/18).	\$241.92
Perry, Mary	Large class: BIOL 124, CRN 40242, linked with CRN 40243, which had 65 students total at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$300 x 4 units = \$1,200 (1/22 - 5/23/18).	\$1,200.00
Perry, Mary	Serve as a SESMC Faculty Mentor for one (1) SESMC Scholar, Spring 2018 (1/22 - 4/30/18).	\$100.00
Pike, Lorena	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$197.70
Purcell, Mark	Provide not-for-credit safety training via Contract Education. EVOC 40 hour (2/13 -2/14/18 & 2/16/18).	\$1,561.68

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Purcell, Mark	Participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$328.72
Purcell, Mark	Delivered Not-for-Credit Perishable Skills Training via Contract Education (3/7/18).	\$520.56
Purcell, Mark	Delivered Not-for-Contract Perishable Skills Training via Contract Education (3/14/18).	\$520.56
Purcell, Mark	Delivered not-for-credit perishable skills training via Contract Education, EVOC 8 hour (3/21/18).	\$520.56
Ramirez, Antonio	Worked on Multiple Measures July-Dec. 2017: MM Reference Guide (8hrs.), Prep for campus-wide MM meeting (6hrs), MM Counseling Working Group Meeting (2hrs), Training for Counseling Faculty (4hrs), Implementation Meetings (4hrs).	\$507.84
Reid, Danny	Led the “Maker Mutts” workshop for 35 Bulldog Bound workshop at Lompoc Valley Center on (11/17/17).	\$200.00
Reid, Robert	Delivered not-for-credit perishable skills training via Contract Education. EVOC 4 hour (2-20-18).	\$475.92
Reid, Robert	Provide EVOC Training for Golden West Police Academy via not-for-credit Contract Education. EVOC 40 hour (2/12 - 2/16/18).	\$2,379.60
Reid, Robert	Coordination and scheduling for Perishable Skills Program (not-for-credit) classes Spring 2018. (3/1, 3/2, 3/6, 3/12, 3/13, 3/20, & 3/22/18).	\$1,683.88
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract (3/2/18)	\$237.96
Reid, Robert	Stipend to participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$475.92
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract Education (3/7/18).	\$475.92
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract Education (3/13/18).	\$237.96
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract Education (3/14/18).	\$475.92
Reid, Robert	Delivered not-for-credit perishable skills training via Contract Education, EVOC 8 hour (3/21/18).	\$475.92
Reid, Robert	Delivered not-for-credit perishable skills training via Contract Education, EVOC 4 hour (3/22/18).	\$237.96
Ruiz, Melissa	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$190.80
Ruth, Ross	Coordination for LE program/LE320, spring 2018 (3/16 - 3/23/18).	\$739.62

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Sanchez, Veronica	Came in on Saturday and Sunday to test Degree Works after portal went live (1/27-28/18).	\$1,015.50
Scarffe, Jessica	Summer 2017: research, review, evaluate, and select OER materials to use in courses. Fall 2017/Winter 2017/Spring 2018: Offer at least one section of the course using OER materials, provide information to OER Coordinator, attend meetings, and participate in professional development activities for college (7/1/17 - 1/31/18).	\$1,500.00
Schug, Greg	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$229.20
Straub, Chris	As part of the Zero Textbook Cost Grant, research, select, and implement open educational resources (OER) in the classroom, update syllabus, SLOs, Canvas shell, and attend key OER PD/training events in the 17/18 spring semester (1/19 -5/25/18).	\$1,491.10
Sutter, Wendy	As part of the Zero Textbook Cost Grant, research, select, implement open educational resources (OER) in the classroom, update syllabus, SLOs, Canvas shell, and attend key OER PD/training events in the 17/18 spring semester (1/19 - 5/25/18).	\$1,509.95
Sutter, Wendy	Serve as a SESMC Faculty Mentor for one (1) SESMC Scholar, Spring 2018 (1/22 - 4/30/18).	\$100.00
Tait, Karen	Serve as a SESMC Faculty Mentor for two (2) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$200.00
Tait, Karen	Assist the assessment team for ILO Assessment, fall 2017 and spring 2018 to complete and submit an ILO Assessment Report by June 15, 2018 (8/21/17 - 6/15/18).	\$700.00
Taylor, Shelby	Participation in the Student Success One-Day Workshop documented by sign-in sheet (2/2/18).	\$178.20
Tobin, Vince	Large class: ASTR 100, CRN 40030, which had 89 students at census. Agreed upon payment: Per agreement between the District and Faculty Association Article 14.6.5 Class Size Stipend, \$410 x 3 units = \$1,230 (1/22 - 5/23/18).	\$1,230.00
Tobin, Vince	Lead two astronauts' workshops for the 35 Bulldog Bound experience on (11/18/17 and 4/27/18).	\$400.00
Thomas, Laura Susan	Develop and lead "Wag the Weave" workshops for thirty-five Bulldog Bound experience (10/27/17, 11/17/17, 12/8/17, 2/9/18 & 4/27/18).	\$1,000.00

**FACULTY ASSIGNMENTS
FULL-TIME AND PART-TIME FACULTY – STIPENDS**

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Tuan, Juanita	Worked between Aug-Dec. 2017 on coordinating, developing and facilitating activities, fieldtrips and workshops. Updating resource webpages, collaborate and local organizations, and provide awareness and professional development for staff and faculty.	\$2,795.76
Vega, Woodrow	To provide not-for-credit training via Contract Education. EVOC 4 hour (2-20-18).	\$234.84
Vega, Woodrow	Delivered Not-for-Credit Perishable Skills Training via Contract (3/2/18).	\$234.84
Vega, Woodrow	Stipend to participate in an EVOC instructor training day as part of the Strong Work Force funding for professional development (3/5/18).	\$305.60
Wagner, Michael	Serve as a SESMC Faculty Mentor for four (4) SESMC Scholars, Spring 2018 (1/22 - 4/30/18).	\$400.00
West, Liz	Chair the assessment team, fall 2017 and Spring 2018 to complete and submit an ILO Assessment Report by June 15, 2018 (8/21/17-6/15/18).	\$1,500.00
Zepeda, Dayana	Worked in the month of August 2017 on noncredit registration events for Lompoc, Santa Ynez and Santa Maria	\$332.40
Zepeda, Dayana	Worked in the month of August 2017 on coordination of the wellness workshop for FALL 2017 semester and facilitation.	\$503.75
Zepeda, Dayana	Worked in the month of September 2017 on Estudiantes Unidos Coordination	\$926.90
Zepeda, Dayana	Worked in the month of October 2017 on coordination of Credit ESL workshops and evening registration workshops	\$403.00
Zepeda, Dayana	Worked in the month of October 2017 on coordination of Credit ESL classroom presentations.	\$302.25
Zepeda, Dayana	Worked in the month of October 2017 on coordination of Santa Ynez High School attendance and participation at AHC College Night.	\$201.50
Zepeda, Dayana	Worked in the month of December 2017 on coordination of Noncredit Evening registration workshops in Lompoc and Santa Ynez.	\$362.70
Zepeda, Dayana	Worked in the month of December 2017 on coordination of Bridges to Success.	\$161.20

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Appointment of Department Chair	Item Number: 11.D.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

BACKGROUND

The following regular full-time faculty member is recommended by her department and the associate superintendent/vice president, academic affairs and superintendent/president, to serve as department chair for the specified term:

NAME

Kristy Treur

DEPARTMENT

Public Safety

TERM OF OFFICE

Kristy Treur was elected to serve a term of three years, for the academic years of 2018-2019, 2019-2020, and 2020-2021.

FISCAL IMPACT

The estimated cost to the unrestricted general fund is approximately \$25,071 for the 2018-2019 fiscal year, which will include department chair stipends, additional contract days, and backfill. Department chair stipends, additional contract days, and backfill for reassigned time for various departments are budgeted for each fiscal year.

RECOMMENDATION

Staff recommends that the board of trustees approve the department chair appointment of Kristy Treur, Public Safety, for the academic years 2018-2019, 2019-2020, and 2020-2021.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Short-Term/On-Call, Substitute, and Professional Expert Appointments Exempt from Classified Service	Item Number: 11.E.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 2

BACKGROUND

The college hires substitutes, short-term/on-call employees, and professional experts exempt from classified service per Education Code Section 88003. The following appointments are contingent on availability of funding and the ending dates could change based on district need.

Short-Term/On-Call:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Espinoza, Christine	Program Assistant V	3/19/18 – 6/30/18	To provide support for the concurrent enrollment/articulation programs	\$25.00

Substitute:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Brown, Chris	Winery Operations	1/22/18 – 3/16/18	Substitute to fill vacancy during recruitment up to 100 days	\$41.57
Lehman-Moreno, Romni	Program Technician	3/29/18 – 4/12/18	Substitute for employee on temporary assignment up to 100 days	\$19.31
Perez, Kenia	Human Resources Assistant	3/30/18 – 6/30/18	Substitute for employee on temporary assignment up to 100 days	\$19.83
Ramos, John	Carpenter Substitute	4/16/18 – 6/30/18	On-call substitute for vacation, sick leave, or vacancy	\$18.81
Smith, Vickey	Coordinator, Community Education	3/26/18 – 12/31/18	Substitute to fill vacancy up to 100 days	\$30.66

FISCAL IMPACT

Assignments for the 2017-2018 fiscal year are included in the 2017-2018 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the short-term/on-call, substitute, and professional expert appointments exempt from classified service as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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Professional Expert:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Allen, Charles	Program Assistant III	12/11/17 – 6/30/18	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, kinesiology, recreation and athletics department	\$15.59

Revised/Additions**Short-Term/On-Call:**

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Capshaw, Charles	Instructional Aide III	4/2/18 – 6/30/18	On-Call Public Safety duties during critical and peak staffing needs	\$18.81

Substitute:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Miller, Derrick	Equipment Specialist II	4/2/18 – 6/30/18	Substitute to fill vacancy during recruitment up to 100 days	\$21.01



CONSENT ITEM

To: Board of Trustees	Date: April 10, 2018
From: Superintendent/President	
Subject: Appointments, Transfers, and Promotions of Classified Service Employees	Item Number: 11.F.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

BACKGROUND

The following personnel actions are recommended:

Appointment

1. José Zaragoza, campus safety officer, campus police, part time, 12 months, 19 hours weekly, range 14-C, classified bargaining unit salary schedule 55 (prorated at .5135), effective April 11, 2018, pending successful completion of pre-employment requirements.

Reason: Mr. Zaragoza fills the position vacancy.

Promotion

2. Maribel Limon, FROM public safety support technician I, public safety department, part time, 12 months, 19.5 hours weekly, range 12-C (prorated at .5270), classified bargaining unit salary schedule 55 TO admissions and records technician I, admissions and records, full time, 12 months, 37 hours weekly, range 12-C, classified bargaining unit salary schedule 55, effective May 1, 2018.

Reason: New position.

New appointments are contingent upon successful completion of pre-employment requirements.

FISCAL IMPACT

1. The cost to the unrestricted general fund is approximately \$1,294 (27 percent) and the cost to the parking fee fund is approximately \$3,497 (73 percent) for a total cost of approximately \$4,791 for the 2017-2018 fiscal year.
2. The cost to the unrestricted general fund is approximately \$20,766 (83.5 percent) and the cost to the Student ID Card Fund is approximately \$4,103 (16.5 percent) for a total cost of approximately \$24,869 for the 2017-2018 fiscal year.

These costs are included in the 2017-2018 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the appointment of José Zaragoza, campus safety officer, campus police, effective April 11, 2018, pending successful completion of pre-employment requirements; and the promotion of Maribel Limon, admissions and records technician I, admissions and records, effective May 1, 2018.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Coaching Appointments and Stipends	Item Number: 11.G.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

The following personnel action for coaching appointments and stipends is recommended. The college reserves the right to cancel any coaching appointment or to reassign the area of service.

Coaching Appointments and StipendsAssistant Coaches:

The coaching appointment for the period of April 11, 2018 through May 31, 2018 or earlier per district need.

Tuiloma, Heather	Football	\$1,000
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The coaching appointments for the period of February 1, 2018 through May 31, 2018 or earlier per district need.

Aguilar, Rick	Football	\$8,000
Parker, Joseph	Football	\$2,500

FISCAL IMPACT

The cost to the unrestricted general fund is approximately \$13,570 for the 2017-2018 fiscal year and is included in the 2017-2018 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the coaching appointments and stipends as presented, or earlier per district need.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Out-of-Classification Assignments of Classified Service Employees	Item Number: 11.H.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 2

BACKGROUND

The following temporary out-of-classification assignments are recommended to the classified service:

1. Sharon Alldredge, FROM coordinator of assessment, testing center, full time, 12 months, 37 hours weekly, range 28-E, classified bargaining unit salary schedule 55 TO coordinator of assessment, testing center, full time, 12 months, 37 hours weekly, range 28-E plus five percent, classified bargaining unit salary schedule 55, retroactive to December 1, 2017 through February 28, 2018.

Reason: Ms. Alldredge is performing duties to cover the vacancy of the assessment technician, due to the retirement of Ginette Pepin, effective December 31, 2017. Ms. Alldredge returned to her regular assignment effective March 1, 2018.

2. Rhiannon Turnquist, FROM program technician, public safety department, full time, 12 months, 37 hours weekly, range 17-A, classified bargaining unit salary schedule 55 TO human resources assistant, human resources, full time, 12 months, 37 hours weekly, range 18-C, classified bargaining unit salary schedule 55, retroactive to March 30, 2018 through June 30, 2018, or earlier per district need.

Reason: Ms. Turnquist is temporarily replacing an employee who is working out-of-class on a temporary assignment. Ms. Turnquist will return to her regular assignment effective July 1, 2018, or earlier per district need.

(Continued)

FISCAL IMPACT

1. The cost to the unrestricted general fund is approximately \$1,070 for the 2017-2018 fiscal year.
2. The cost to the unrestricted general fund is approximately \$2,172 for the 2017-2018 fiscal year.
3. The cost to the unrestricted general fund is approximately \$10,627 for the 2017-2018 fiscal year.

These costs are included in the 2017-2018 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the out-of-classification assignments of Sharon Alldredge, coordinator of assessment, testing center, retroactive to December 1, 2017 through February 28, 2018; Rhiannon Turnquist, human resources assistant, human resources, retroactive to March 30, 2018 through June 30, 2018, or earlier per district need; and Romni Lehman-Moreno, program technician, public safety department, effective April 13, 2018 through June 30, 2018, or earlier per district need.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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3. Romni Lehman-Moreno, FROM instructional assistant, public safety department, part time, 10 months, 19.5 hours weekly, range 20-A (prorated at .5270), classified bargaining unit salary schedule 55 TO program technician, public safety department, full time, 12 months, 37 hours weekly, range 20-A plus five percent, classified bargaining unit salary schedule 55, effective April 13, 2018 through June 30, 2018, or earlier per district need.

Reason: Ms. Lehman-Moreno is temporarily replacing an employee who is working out-of-class on a temporary assignment. Ms. Lehman-Moreno will return to her regular assignment, effective July 1, 2018, or earlier per district need.

**CONSENT ITEM**

To: Board of Trustees	Date: April 10, 2018
From: Superintendent/President	
Subject: New and/or Revised Classified Bargaining Unit Job Descriptions	Item Number: 11.I.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 1

A recommendation may be made that the board of trustees approve new and/or revised classified bargaining unit job descriptions. If a recommendation is made, a revised board agenda item will be presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Second Reading: New Administrative Procedure 7125, Verification of Eligibility of Employment	Item Number: 11.J.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 2

BACKGROUND

New administrative procedure 7125, Verification of Eligibility of Employment is legally required. The administrative procedure establishes that the district will not hire or recruit a person for employment if it knows that the person is not a citizen of the United States and is not authorized to be employed in the United States. The new administrative procedure is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

The new administrative procedure 7125, Verification of Eligibility of Employment, was submitted for the Board's review on March 13, 2018. It is being presented to the board of trustees for adoption.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the board of trustees adopt the new administrative procedure 7125, Verification of Eligibility of Employment, as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 7 – Human Resources

AP 7125 VERIFICATION OF ELIGIBILITY FOR EMPLOYMENT

The District will not hire or recruit a person for employment if it knows that the person is not a citizen of the United States and is not authorized to be employed in the United States.

Reliable documentation of eligibility is required for employment from all persons hired. "Reliable documentation" as set out in federal law includes one or more of the following:

- A United States passport or a resident alien card or alien registration card containing a photograph of the prospective employee, that indicates the person is authorized to work in the United States
- OR
- A social security card or other documentation issued by the United States government showing authorization to work in the United States AND a driver's license or similar identification document containing a photograph of the prospective employee.

The District will complete for each new employee the verification form or forms required by the United States government. The District will retain such forms for at least three years for persons it does not hire. For persons it does hire, the District will retain such forms for at least three years or until one year after the persons leaves the District's employment, whichever is later.

The District will protect the privacy of the information it collects pursuant to this procedure.

Reference: 8 U.S. Code Section 1324a

Approved:

(This is a new procedure)

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Second Reading: Revised Board Policy 7130, Compensation	Item Number: 11.K.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 2

BACKGROUND

Revised board policy 7130, Compensation is legally required. The board policy addresses the salary schedules, compensation, and benefits, including health and welfare benefits for all classes of employees and each contract employee consistent with the laws of the state. The revised board policy is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

The revised board policy 7130, Compensation, was submitted for the board's review on March 13, 2018. It is being presented to the board of trustees for adoption.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the board of trustees adopt the revised board policy 7130, Compensation, as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**Allan Hancock Joint Community College District
Board Policy
Chapter 7 – Human Resources**

BP 7130 COMPENSATION

The Board of Trustees shall establish salary schedules, compensation, and benefits including health and welfare benefits for all classes of employees and each contract employee consistent with the laws of the state.

The Board of Trustees recognizes those employee groups with exclusive representation and agrees to negotiate through its appointed administrators with the recognized bargaining agents on matters within the scope of representation.

Non-represented employee groups may submit to the Superintendent/President proposals for any changes to compensation and benefits. The Superintendent/President will meet with the representatives of the group to review the proposal and forward it to the Board of Trustees for review in closed session and action, if any, in open session.

Prohibition of Incentive Compensation

Except as applicable to foreign students residing in foreign countries who are not eligible to receive federal student assistance, the District shall not provide any commission, bonus, or other incentive payment based, directly or indirectly, on the success in securing enrollments or financial aid, to any person or entity engaged in any student recruiting or admission activities or in making decisions regarding the award of student financial assistance. Employees covered by this ban shall be referred to as “covered employees” for purposes of this policy.

References: Education Code Sections 7922(b)(4);, 87801; and 88160;
U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended

Adopted: 1/20/04

Revised:

(Replaces Board Policy 3300)

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Second Reading: Revised Board Policy and Administrative Procedure 7140, Collective Bargaining	Item Number: 11.L.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 4

BACKGROUND

Revised board policy and administrative procedure 7140, Collective Bargaining is legally required. The board policy and administrative procedure establishes policies/procedures for recognition of and negotiations with collective bargaining representatives under the Educational Employment Relations Act (EERA). The revised board policy and administrative procedure are recommended by the California Community College League's Policy and Procedure Services and have been vetted through the shared governance process.

The revised board policy and administrative procedure 7140, Collective Bargaining, were submitted for the Board's review on March 13, 2018. They are being presented to the board of trustees for adoption.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the board of trustees adopt the revised board policy and administrative procedure 7140, Collective Bargaining, as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**Allan Hancock Joint Community College District
Board Policy
Chapter 7 – Human Resources**

BP 7140 COLLECTIVE BARGAINING

If eligible employees of the District select an employee organization as their exclusive representative, and if after recognition by the District or after a properly conducted election, an exclusive representative is certified as the representative of an appropriate unit of employees under the provisions of the Educational Employment Relations Act (EERA), Government Code Sections 3540 et seq., the District will meet and negotiate in good faith on matters within the scope of bargaining as defined by law.

Adopted: 7/21/87

Revised:

(Replaces Board Policy 3100)



Allan Hancock Joint Community College District
Administrative Procedure
Chapter 7 – Human Resources

AP 7140 COLLECTIVE BARGAINING

Pursuant to Government Code Section 3541 and 8 Cal. Admin. Code part III, Section 32900 the District hereby adopts the following public notice policy relative to meeting and negotiating with exclusive representatives under the EERA.

I. Initiation of Meeting and Negotiating

- A. Meeting and negotiating between the District and the exclusive representative shall not take place until the provisions of this policy relating to the presentation of initial proposals, public hearings, and adoption of its initial proposal by the Board of Trustees have been completed.

II. Presentation of Initial Proposal

- A. The initial proposal of an exclusive representative or of the District, which relates to matters within the scope of representation, shall be presented at a public meeting of the Board of Trustees.
 - 1. For purposes of this policy, the term "initial proposals" shall include all non-technical amendments to an agreement.
- B. After the initial proposal has been presented at a public meeting of the Board of Trustees, it shall be a public record.
- C. Copies of the initial proposal presented pursuant to I (A) above shall be made available for public review in the Learning Resources Center, the Superintendent/President's Office, and at the Lompoc, Solvang, and Vandenberg Centers.

III. Public Hearing (See BP/AP 2610 titled Presentation of Initial Collective Bargaining Proposals)

- A. The Board of Trustees shall schedule a public hearing on the initial proposal after the public has been given a reasonable time within which to become

informed of the contents of the proposal. The public hearing may be scheduled to be held at a regular meeting or at a special meeting.

B. The public shall have an opportunity to express itself regarding the proposal.

IV. Presentation of the Initial Proposal in Response to the First Initial Proposal.

A. Either an exclusive representative or the District may present the First Initial Proposal.

B. The presentation of the Initial Proposal in response to the first initial proposal shall be processed in accordance with Sections II and III above.

V. Adoption of District's Initial Proposal

A. After the public has had the opportunity to express itself on the District's initial proposal, the Board of Trustees shall, at a public meeting, adopt its initial proposal.

VI. New Subjects of Meeting and Negotiating

A. New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within 24 hours.

B. If a vote is taken on such subject by the Board of Trustees, the vote thereon by each member voting shall be made public within 24 hours.

References: Government Code Sections 3540 et seq.

Adopted: 7/21/87

Revised:

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Acceptance of Grants Approved	Item Number: 13.A.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

The office of institutional grants has been notified of the funding for the following grants in the amount of \$52,100.

BACKGROUND:

1. South Coast Region Agricultural Education Consortium and Templeton Unified School District as LEA for the Consortium: Agriscience and Agricultural Mechanics (\$10,000)

The college has received augmentation funding in support of the Agriscience and Agricultural Mechanics pathways for 2017-18. No matching funds are required. The project amended period is March 15 through June 20, 2018. (Submitted by Holly Nolan-Chavez)

2. Arthur N. Rupe Foundation: Certified Nursing Program (\$42,100)

The college has been awarded funding in support of the Certified Nursing Program for 2018-19. No matching funds are required. The project period is one year: 2018-2019. (Submitted by Mary Pat Nelson)

FISCAL IMPACT:

1. South Coast Region Agricultural Education Consortium and Templeton Unified School District as LEA for the Consortium: Agriscience and Agricultural Mechanics in the amount of \$10,000. Matching funds are not required. The project period is March 15 through June 20, 2018.
2. Arthur N. Rupe Foundation: Certified Nursing Program in the amount of \$42,100. Matching funds are not required. The project period is one year: 2018-2019.

RECOMMENDATION:

Staff recommends that the board of trustees accept these contracts for a total of \$51,100 in restricted funds to the district.

Administrator Initiating Item: Susan Houghton	Final Disposition:
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ACTION ITEM

To: Board of Trustees	Date: April 10, 2018
From: Superintendent/President	
Subject: Resolution 18-01, Classified School Employees Week	Item Number: 13.B.
Strategic Goal: Goal 12: Employee Integration	Enclosures: Page 1 of 2

BACKGROUND

The California School Employees Association (CSEA) has designated April 23 - 27, 2018 as Classified School Employee Week in California. The board of trustees is requested to adopt resolution 18-01 designating the fourth full week of April as classified employee week to honor classified employees at the college.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees adopt resolution 18-01 designating April 23 - 27, 2018 as Classified School Employee Week at Allan Hancock College.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
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RESOLUTION 18-01
A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
DESIGNATING APRIL 23 – 27, 2018 CLASSIFIED SCHOOL EMPLOYEE WEEK

Whereas, classified employees provide valuable services to students enrolled at Allan Hancock College; and

Whereas, classified employees contribute to the establishment and promotion of a positive instructional environment at Allan Hancock College; and

Whereas, classified employees serve a vital role in providing for the welfare and safety of students and staff at Allan Hancock College; and

Whereas, classified employees at Allan Hancock College strive for excellence in all areas related to the educational community;

Now, therefore, be it resolved that the Allan Hancock Joint Community College District Board of Trustees recognizes and wishes to honor the significant contribution of classified employees to quality education at Allan Hancock College, and designates the week of April 23 – 27, 2018 as Classified School Employee Week at Allan Hancock College.

Motion to adopt said resolution was made by:

Seconded by:

PASSED and ADOPTED this 10th day of April, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Secretary to the Board of Trustees

**ACTION ITEM**

To:	Board of Trustees	Date:	
From:	Superintendent/President	April 10, 2018	
Subject:	Award of contract for the Prop 39 Year 3, 4 & 5 Lompoc Valley Center Solar Project RFP 18-100	Item Number:	13.C.
Strategic Goal:	Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.	Enclosures:	Page 1 of 1

BACKGROUND

In December 2012, California Community Colleges (CCC) introduced an Energy Efficiency Initiative to dramatically reduce energy consumption, lower greenhouse gas emissions, help meet new goals for increased distributed generation, and create good paying jobs filled by workers trained at local community colleges. The CCC has requested that \$390 million of Proposition 39 funds be allocated to the Chancellor's Office for distribution among the CCC districts over a five-year period to fund energy projects.

The district received \$1,061,063 from the California Community Chancellor's Office for the Prop 39 Year 3, 4, & 5 Solar Project. The scope of work includes constructing solar energy generation panels at the Lompoc Valley Center. The panels are anticipated to be constructed in parking lot F and near the Public Safety Training Complex shooting range. It is estimated that the district will save \$35,000-\$50,000 annually in electrical expenses. The district received one bid proposal.

<u>Vendor</u>	<u>Location</u>	<u>Price Proposal</u>	<u>Bid Alternate #1</u>	<u>Bid Alternate #2</u>	<u>Total</u>
Elevated Solar Performance	San Diego, CA	\$931,568	N/A	N/A	\$931,568

Elevated Solar Performance was vetted per district procedure and is a qualified responsive bidder.

FISCAL IMPACT

The construction contract is \$931,568 and will be funded from the Proposition 39 budget.

RECOMMENDATION

Staff recommends that the board of trustees award the contract for the Prop 39 Year 3, 4 & 5 Lompoc Valley Center Solar Project to Elevated Solar Performance in the amount of \$931,568.

Administrator Initiating Item: Michael R. Black	Final Disposition:
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ACTION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: 2017-2018 Revised Adopted Budget	Item Number: 13.D.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 12

BACKGROUND

Subsequent to the September 2017 adoption of the 2017-2018 budget, a number of factors have affected expenditures and resources available to the district. Title 5, Section 58307, requires that the board of trustees adopt revisions to the annual budget; therefore, this revised budget reflecting changes in revenue and expenditures is presented to the board. The most significant factors are identified by fund as follows.

General Fund - Unrestricted

The revised budget for 2017-2018 is presented to include the impact of state apportionment certification and other known adjustments. The current projected appropriation for contingencies of \$8,235,046 represents a 12.88 percent reserve level. The following factors have been taken into consideration:

Total income has increased by \$3,157,356. Major changes include:

Adjustments to Income	
Prior Year Apportionment	90,730
Sales of Instructional Materials	55,700
Contributions	30,525
Interest	75,000
Non-resident Tuition	(60,000)
Reduction of Deficit Assumption to 1%	870,125
Mandate Cost Claims	299,592
Miscellaneous	11,739
Interfund Transfers:	
From Capital Projects Fund for Banner	1,099,709
From OPEB Trust to Retirements Benefits	470,000
Miscellaneous	214,236
Total Income	<u>\$3,157,356</u>

(continued)

FISCAL IMPACT

No fiscal impact. Budgets are revised to more accurately reflect available funding.

RECOMMENDATION

Staff recommends that the board of trustees adopt revisions to the 2017-2018 district budget.

Administrator Initiating Item: Michael R. Black	Final Disposition:
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Expenditures:

Total expenditures have increased by \$2,929,383. Major changes include:

Adjustments to Expense	
Banner Upgrade	1,099,709
Labor Negotiations	538,535
Instructional Materials	55,700
Interfund Transfers	61,166
Miscellaneous	169,059
Reallocated One-time Contingency Funds:	
Classified Salaries	157,551
Supplies and Materials	249,380
Legal, Rentals, Student Transport, Compliance, Events	246,799
Capital Outlay	238,563
Other Outgo	87,921
Student Service remodel	25,000
Total Expense	<u>\$2,929,383</u>

General Fund - Restricted

Major revisions include funding for the various federal, state, and categorical programs due to changes in allocations and new or augmented grants approved subsequent to budget adoption in September. Expenditures have been adjusted to reflect these changes in allocations and new or augmented grants.

Child Development Fund

Major revisions include funding for the various federal programs due to changes in allocations and new or augmented grants approved subsequent to budget adoption in September. Expenditures have been adjusted to reflect these changes in allocations and new or augmented grants.

Student Financial Aid Trust Fund

The original adopted budget reflected the initial grant allocation per the U.S. Department of Education statement of account for the 2017-2018 award year. Income and expenditure budgets have been revised to reflect current allocation levels.

Capital Outlay Projects Funds

The capital outlay projects funds are used to account for the accumulation of money for the acquisition of capital outlay items or construction. Major revisions include the Banner project transfer, scheduled maintenance, Proposition 39 energy efficiency, and the Fine Arts Complex capital expenditures.

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
	Unrestricted	6,992,158	6,999,365
	Restricted Reserves	3,613,812	3,613,812
	NET BEGINNING BALANCE JULY 1	10,605,970	10,613,177
	FEDERAL INCOME		
8110	Forest Reserve	4,200	4,200
8199	Other Federal Income	30,000	30,000
Total	Federal Income	34,200	34,200
	STATE INCOME		
8611	Principal Apportionment	30,267,733	32,937,858
8611	Principal Apportionment - Prior Year	504,107	594,837
8612	Apprenticeship	32,109	32,109
8614	Board Financial Assistance Program	135,027	132,293
8630	Education Protection Account	7,565,696	7,565,696
8672	Homeowners Property Tax Relief	75,000	75,000
8680	Lottery Funds	1,460,000	1,460,000
8681	Mandated Cost Claims	265,000	564,592
8681	Mandate Block Grant	0	0
8699	Full-Time Faculty	0	0
8699	Other State Funds	207,474	209,521
Total	State Income	40,512,146	43,571,906
	LOCAL INCOME		
8811	District Taxes - Secured Roll	13,000,000	13,000,000
8812	District Taxes - Supplemental Roll	330,000	330,000
8813	District Taxes - Unsecured Roll	540,000	540,000
8816	District Taxes - Prior Years	0	0
8817	District Taxes - ERAF	1,800,000	0
8818	Redevelopment Agency Funds	300,000	300,000
8820	Contributed Income	210,000	240,525
8831	Contract Instructional Services	120,000	120,000
8840	Sales	18,000	18,000
8850	Rentals and Leases	20,000	20,000
8860	Interest and Investment Income	100,000	175,000
8872	Community Services Classes	120,000	120,000
8874	Enrollment Fees	2,734,355	2,734,355
8875	Use of Nondistrict Facilities	2,500	6,133
8877	Sales, Instructional Materials	191,133	246,833
8879	Student Records	50,000	50,000
8880	Nonresident Tuition	560,000	500,000
8885	Student Fines/Fees	7,000	7,000
8890	Miscellaneous Income	328,000	336,793
8890	Prior Year Adjustment	0	0
8891	Parking Citations	30,000	30,000
Total	Local Income	20,460,988	18,774,639
	INCOMING TRANSFERS		
8980	Interfund Transfers	10,000	1,793,945
Total	Incoming Transfers	10,000	1,793,945
TOTAL	INCOME - ALL SOURCES	61,017,334	64,174,690
TOTAL	BEGINNING BALANCE AND INCOME	71,623,304	74,787,867

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
1000	ACADEMIC SALARIES		
1100	Regular-Instructional Salaries	9,192,812	9,163,763
1200	Regular Non-Instructional Salaries	5,310,957	5,280,812
1300	Other Instructional Salaries	8,446,883	8,717,964
1400	Other Non-Instructional Salaries	883,212	869,183
Total	Academic Salaries	23,833,864	24,031,722
2000	CLASSIFIED SALARIES		
2100	Regular Classified Salaries	12,652,062	12,720,527
2200	Regular Inst Aide Salaries	965,397	999,316
2300	Other Classified Salaries	631,221	787,172
2400	Other Inst Aide Salaries	433,395	364,795
Total	Classified Salaries	14,682,075	14,871,810
3000	STAFF BENEFITS		
3100	State Teachers' Retirement	2,784,631	2,856,206
3200	Public Employees' Retirement	2,182,677	2,181,996
3300	Social Security - OASDI	1,398,752	1,401,652
3400	Health and Welfare	4,758,528	4,760,403
3500	Unemployment Insurance	60,182	57,364
3600	Workers' Compensation Insurance	682,544	689,589
3700	Other Benefits Retirement	173,016	173,031
3900	Other Benefits	21,705	21,705
Total	Staff Benefits	12,062,035	12,141,946
4000	BOOKS, SUPPLIES, AND MATERIALS		
4300	Instructional Supplies	426,028	481,370
4500	Non-Instructional Supplies	612,536	812,166
4600	Pupil Transportation Supplies	214,091	233,182
4700	Food Supplies	10,651	20,320
Total	Books, Supplies, and Materials	1,263,306	1,547,038
5000	OPERATING EXPENSES & SERVICES		
5100	Contract for Personal Services	1,217,413	2,489,108
5200	Travel, Conf. and In-Service Training	199,008	212,542
5300	Dues, Memberships, and Licenses	775,657	693,701
5400	Insurance	381,878	381,878
5500	Utilities and Housekeeping Services	1,869,071	1,871,410
5600	Rents, Leases and Repairs	1,673,278	1,935,143
5700	Legal, Elections and Audit Expenses	293,580	322,803
5800	Other Services, Postage, Advertising	282,671	372,230
5900	Other Operating Expenses	(115,000)	(115,000)
Total	Operating Expenses & Services	6,577,556	8,163,815

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
6000	CAPITAL OUTLAY		
6100	Sites and Improvements	12,000	9,500
6200	Buildings & Improvements	77,110	280,641
6300	Books and Media for Libraries	67,274	97,724
6400	Equipment	480,479	779,720
Total	Capital Outlay	636,863	1,167,585
7000	OTHER OUTGO		
7300	Interfund Transfer - Capital Maintenance Reserve	207,960	207,960
7300	Interfund Transfer - Technology Reserve	0	0
7300	Interfund Transfer - Cap Proj - Misc Projects	15,000	15,000
7300	Interfund Transfer - Co-curricular	107,047	107,047
7300	Interfund Transfer - Child Development	10,000	10,000
7300	Interfund Transfer - PCPA	1,426,949	1,426,949
7300	Interfund Transfer - P&L	0	0
7300	Interfund Transfer - ASBG	50,000	50,000
7300	Interfund Transfer - Restricted G/F	51,100	71,100
7300	Interfund Transfer - Miscellaneous	0	41,166
7500	Student Financial Aid	70,000	70,000
7600	Misc Payments to/for Students	500	500
Total	Other Outgo	1,938,556	1,999,722
Total	Expenditures and Other Outgo	60,994,255	63,923,638
7900	Appropriation for Contingencies	7,015,237	8,235,046
7920	Reserve for Recovery	0	0
7922	Restricted Reserve-Mandate Funds	850,966	850,966
7923	Reserve for One-Time Funds	1,094,048	160,799
7995	Reserve for Attrition	0	20,585
7925	Restricted Reserve	1,468,798	1,443,798
7991	Reserve for Reallocation	200,000	153,035
7994	Reserve for OPEB	0	0
TOTAL	EXPENDITURES, OTHER OUTGO AND CONTINGENCIES	71,623,304	74,787,867
	General Reserve (Net Ending Balance)		
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	71,623,304	74,787,867

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
GENERAL FUND - RESTRICTED**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
	NET BEGINNING BALANCE JULY 1	13,320,924	13,320,922
	FEDERAL INCOME		
8120	College Work Study	192,035	192,035
8121	Higher Education Act/Title V	1,087,202	1,049,495
8133	Workforce Investment Act WIA	0	0
8140	TANF	62,046	62,046
8170	VTEA - Basic Grant	0	0
8170	VTEA - Special Projects	571,497	571,497
8170	Tech-Prep/CTE Grants	0	0
8199	Other Federal Income	646,131	646,131
Total	Federal Income	2,558,911	2,521,204
	STATE INCOME		
8619	Basic Skills Apportionment	84,077	533,214
8621	Disabled Students Programs & Svc	610,074	528,635
8622	Extended Opportunity Program & Services	743,596	838,464
8624	Cooperative Agencies Resources for Education CARE	319,517	324,508
8625	Other State Categorical Programs	472,196	522,197
8626	Student Success and Support Programs	3,913,655	4,129,759
8627	Block Grant/Instructional Equipment & Physical Plant	678,361	308,290
8628	CalWORKS	321,186	321,186
8651	Foster Parent Training Grant	94,077	94,077
8653	Economic Development	1,648,694	2,944,681
8654	Child Dev Trng Consortium	7,500	7,500
8658	Prop 39 Energy Efficiency	0	57,000
8659	Misc. State Grants	2,355,730	4,002,431
86XX	Other State Revenues	3,114,315	3,398,746
Total	State Income	14,362,978	18,010,688
	LOCAL INCOME		
8820	Contributions	178,946	232,115
8830	Contracted Instruction	41,784	41,784
8840	Sales	81,000	81,000
8850	Leases and Rentals	3,000	3,000
8876	Health Fees	500,000	500,000
887X	Sales, Instr Mtl	423,144	423,144
8881	Parking Services Fees	265,000	265,000
8885	Other Student Fees	68,400	68,400
8890	Other Income	319,365	380,265
Total	Local Income	1,880,639	1,994,708
	INCOMING TRANSFERS		
8980	Interfund Transfers	67,903	100,828
TOTAL	INCOME - ALL SOURCES	18,870,431	22,627,428
TOTAL	BEGINNING BALANCE AND INCOME	32,191,355	35,948,350

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
GENERAL FUND - RESTRICTED**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
1000	ACADEMIC SALARIES		
1100	Regular-Instructional Salaries	104,424	366,252
1200	Regular Non-Instructional Salaries	1,847,259	1,932,659
1300	Other Instructional Salaries	28,469	38,309
1400	Other Non-Instructional Salaries	761,906	1,039,343
Total	Academic Salaries	2,742,058	3,376,563
2000	CLASSIFIED SALARIES		
2100	Regular Classified Salaries	2,571,152	2,852,901
2200	Regular Inst Aide Salaries	255,332	269,487
2300	Other Classified Salaries	1,473,499	1,647,189
2400	Other Inst Aide Salaries	243,167	599,953
Total	Classified Salaries	4,543,150	5,369,530
3000	STAFF BENEFITS		
3100	State Teachers' Retirement	345,700	384,431
3200	Public Employees' Retirement	390,346	427,533
3300	Social Security - OASDI & Medicare	252,841	277,755
3400	Health & Welfare	810,737	836,078
3500	Unemployment Insurance	11,375	6,775
3600	Workers' Compensation Insurance	146,905	153,642
3700	Non-Academic STRS	30,327	44,514
3900	Other Benefits - Projects	0	0
Total	Staff Benefits	1,988,231	2,130,728
4000	BOOKS, SUPPLIES, AND MATERIALS		
4300	Instructional Supplies	827,697	893,430
4500	Non-instructional Supplies	816,857	871,670
4600	Pupil Transportation Supplies	102,530	175,180
4700	Food Supplies	104,615	171,475
Total	Books, Supplies, and Materials	1,851,699	2,111,755
5000	OPERATING EXPENSES & SERVICES		
5100	Contract for Personal Services	1,752,674	2,987,583
5200	Travel, Conf. & In-service Training	615,874	728,714
5300	Dues, Memberships, and Licenses	171,662	318,632
5400	Insurance	32,979	32,979
5500	Utilities and Housekeeping Services	5,986	1,566
5600	Rents, Leases and Repairs	2,338,418	2,546,029
5700	Legal, Elections and Audit Expenses	5,864	8,270
5800	Other Services, Postage, Advertising	70,140	180,019
5900	Indirect Support Charges	307,226	429,362
Total	Operating Expenses & Services	5,300,823	7,233,154

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
GENERAL FUND - RESTRICTED**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
6000	CAPITAL OUTLAY		
6100	Sites and Improvements	0	0
6200	Buildings & Improvement	227,835	279,786
6300	Books & Media for Libraries	14,768	49,524
6400	Equipment	1,320,341	1,374,599
6500	Lease/Purchase Agreements	0	0
Total	Capital Outlay	1,562,944	1,703,909
7000	OTHER OUTGO		
7300	Interfund Transfer - Capital Projects - Infrastructure	0	0
7300	Interfund Transfer - Scheduled Maintenance Projects	0	0
7300	Interfund Transfer - Capital Projects	0	0
7300	Interfund Transfers	139,662	386,280
7500	Student Financial Aid	290,755	414,203
7600	Other Payments to Students	268,228	374,606
Total	Other Outgo	698,645	1,175,089
7922	Restricted Reserve	13,503,805	12,847,622
TOTAL	EXPENDITURES, OTHER OUTGO AND CONTINGENCY	32,191,355	35,948,350
	General Reserve (Net Ending Balance)		
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	32,191,355	35,948,350

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
CHILD DEVELOPMENT FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
	NET BEGINNING BALANCE JULY 1	261,959	261,959
	FEDERAL INCOME		
8100	Other Federal Income	226,399	350,147
	STATE INCOME		
8600	Other State Income	430,915	474,291
	LOCAL INCOME		
8820	Contributions	781,643	781,643
8860	Interest	0	0
8890	Other Local Revenue	75,000	75,000
Total	Local Income	856,643	856,643
	INCOMING TRANSFERS		
8980	Interfund Transfers	0	0
TOTAL	INCOME AND INCOMING TRANSFERS	1,513,957	1,681,081
TOTAL	BEGINNING BALANCE AND INCOME	1,775,916	1,943,040
	ACADEMIC SALARIES		
1000	Regular - Non-instructional Salaries	220,878	225,465
1200	Other Instructional Salaries	0	0
1300	Other - Non-instructional Salaries	12,148	55,721
1400	Academic Salaries	233,026	281,186
Total	Academic Salaries	233,026	281,186
	CLASSIFIED SALARIES		
2000	All Classified Salaries	295,958	270,009
	STAFF BENEFITS		
3000	All Staff Benefits	114,472	125,020
	BOOKS, SUPPLIES & MATERIALS		
4000	All Books, Supplies & Materials	451,857	351,875
	OTHER OPERATING EXPENSES		
5000	Consultants	162,350	164,294
5100	Conferences	8,704	12,942
5200	Licenses and Permits	204	1,318
5300	Utilities	0	0
5500	Contracts, Repairs	0	768
5600	Other Services	125	972
5800	Other Expenses	7,386	12,461
5900	Other Operating Expenses	178,769	192,755
Total	Other Operating Expenses	178,769	192,755
	CAPITAL OUTLAY		
6000	Equipment	200,000	327,272
6400	Equipment	200,000	327,272
	OTHER OUTGO		
7000	Interfund Transfers	0	8,217
7300	Interfund Transfers	0	8,217
TOTAL	EXPENDITURES	1,474,082	1,556,334
7900	Appropriations for Contingency	301,834	386,706
TOTAL	EXPENDITURES AND OTHER OUTGO	1,775,916	1,943,040
	NET ENDING BALANCE	0	0
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	1,775,916	1,943,040

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
CAPITAL OUTLAY PROJECTS FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
	NET BEGINNING BALANCE JULY 1	7,122,647	7,122,647
	FEDERAL INCOME		
Total	Federal Income	0	0
	STATE INCOME		
8650	Community College Construction	0	944,998
8655	Scheduled Maintenance Income	0	308,290
8658	Prop 39 Energy Efficiency Income	0	373,880
8690	Other State Revenues	0	0
Total	State Income	0	1,627,168
	LOCAL INCOME		
8820	Contributions	0	0
8824	Foundation Contributions	166,653	1,146,321
8860	Interest	30,000	30,000
8890	Other Local Revenue	1,616	1,616
Total	Local Income	198,269	1,177,937
	INCOMING TRANSFERS		
8980	Interfund Transfers	222,960	247,960
Total	Incoming Transfers	222,960	247,960
TOTAL	INCOME	421,229	3,053,065
TOTAL	BEGINNING BALANCE AND INCOME	7,543,876	10,175,712

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
CAPITAL OUTLAY PROJECTS FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
4000	BOOKS, SUPPLIES, & MATERIALS		
4500	Operational Supplies	2,315	2,315
Total	Total Books, Supplies, & Materials	2,315	2,315
5000	OTHER OPERATING EXPENSES		
5100	Consultant & Architectural Svc	0	0
5200	Conferences/Travel	0	0
5300	Licenses and Permits	2,704	2,704
5500	Utilities	0	0
5600	Contracts, Repairs	0	3,966
5700	Legal Fees	13,159	15,484
5800	Other Services	1,216	1,610
Total	Other Operating Expenses	17,079	23,764
6000	CAPITAL OUTLAY		
6100	Site Improvement	0	20,000
6200	Buildings	2,183,829	5,096,588
6400	Equipment	44,732	55,116
6900	Construction contingency	95,895	41,001
Total	Capital Outlay	2,324,456	5,212,705
7000	OTHER OUTGO		
7300	Intrafund Transfers	0	1,099,709
Total	Other Outgo	0	1,099,709
TOTAL	EXPENDITURES AND OTHER OUTGO	2,343,850	6,338,493
7900	Appropriations for Contingency	5,200,026	3,837,219
Total	Contingency and Reserves	5,200,026	3,837,219
	NET ENDING BALANCE		
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	7,543,876	10,175,712

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2017-2018 REVISED
STUDENT FINANCIAL AID TRUST FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Proposed Revised Adopted
	ADJUSTED NET BEGINNING BALANCE JULY 1	21,599	21,599
	FEDERAL INCOME		
8150	Supplemental Ed. Opportunity Grants Prog.	196,804 *	196,804
8153	Pell Grant Program	10,117,718 *	10,144,871
8199	Other Federal Income	0	0
Total	Federal Income	10,314,522	10,341,675
	STATE INCOME		
8625	Other Categorical Programs	422,848	886,767
8659	Cal Grant	554,006	1,206,008
8699	Other State Revenues	8,141	10,228
Total	State Income	984,995	2,103,003
	LOCAL INCOME		
8890	Other	0	0
8980	Interfund Transfers	0	373,226
Total	Local Income	0	373,226
TOTAL	INCOME	11,299,517	12,817,904
TOTAL	BEGINNING BALANCE AND INCOME	11,321,116	12,839,503
	EXPENDITURES		
5000	Operating Expenses & Services	0	0
	OTHER OUTGO		
7000	Interfund Transfers	0	0
7390	Interfund Transfers	0	0
7510	Pell Grant Program	10,117,718 *	10,117,718
7512	Pell/SEOG Overpayments	0	0
7520	Supplemental Ed. Opportunity Grants Prog.	196,804 *	196,804
7525	FT Student Success Grant	422,848	886,767
7530	Scholarships from Other Institutions	0	0
7540	Extended Opportunity Prog. & Serv. Grants	0	114,648
7541	EOPS Loans	0	0
7542	CARE Grants	0	237,950
7542	CAFYES Grants	0	0
7550	Cal Grant B	554,006	1,185,355
7551	Cal Grant C	0	20,653
7591	Pell Grant Prior Year	0	27,153
7592	SEOG Prior Year	0	0
7593	Cal Grant Prior Year	8,141	10,228
7595	EOPS Prior Year	0	0
7596	ACG Prior Year	0	0
7611	Misc Payments to Students	0	20,628
7900	EOP&S Loan Contingency	0	0
7950	Restricted Reserve	21,599	21,599
TOTAL	OTHER OUTGO	11,321,116	12,839,503
TOTAL	EXPENDITURES AND OTHER OUTGO	11,321,116	12,839,503
	General Reserve (Net Ending Balance)		
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	11,321,116	12,839,503

* Budget amount reflects the initial grant allocation per the U.S. Department of Education statement of account for the 2017-18 award year

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Establish New Bank Account	Item Number: 13.E.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

In preparation for launching the Banner Finance system, the district is reviewing existing business practices in conjunction with new system requirements and making modifications as necessary to ensure a smooth transition and maximize efficiencies. A structural change will take place whereby each tax reporting entity associated with the college will have separation in the financial system. As a result, there is a need to establish a new bank account associated with making payments related to funds 72, 79, and 81 for Auxiliary Services.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

Staff recommends that the board of trustees approve the request to establish a new checking account named Allan Hancock College Jt Comm College District Auxiliary Funds-CK.

Administrator Initiating Item: Michael R. Black	Final Disposition:
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**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Change of Status of Faculty Member	Item Number: 13.F.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 1

BACKGROUND:

The following personnel action is recommended:

Workload Reduction under California Education Code 87483 (Willie Brown Act)

Margaret Shigenaka, counselor, student success and support program, requests a workload reduction from 100 percent to 50 percent full-time equivalency, a reduction of 50 percent, effective 2018-2019 academic year.

It is anticipated that Ms. Shigenaka will return to full-time status at the beginning of fall semester 2019 or will submit a request to continue working a reduced workload.

FISCAL IMPACT

The savings to the student success & support program (3SP) is approximately \$61,687 for the 2018-2019 fiscal year. Backfill will be provided by part-time faculty.

RECOMMENDATION

Staff recommends that the board of trustees approve the reduced workload (Willie Brown Act) for Margaret Shigenaka, counselor, student success and support program, from 100 percent to 50.0 percent full-time equivalency for the 2018-2019 academic year, under the provisions of California Education Code Section 87483 (Willie Brown Act) and the District's contractual agreement with the Faculty Association of Allan Hancock College, and to be renewed each year for a maximum of ten years unless the instructor and the district mutually agree to change the conditions of the reduced workload.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Public Hearing on California School Employees Association Chapter #251 Contract Reopener with the Allan Hancock Joint Community College District on Article 4, per AB 119	Item Number: 13.G.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 5

BACKGROUND

The proposal of California School Employees Association Chapter #251 contract reopener with the Allan Hancock Joint Community College District on Article 4, per AB 119 was presented at the public meeting of the board of trustees on March 13, 2018. Copies were made available for public review in the office of the superintendent/president, learning resources, human resources, Lompoc Valley Center, the Vandenberg Air Force Base Center, and Solvang Center, as required by Board Policy 7140.

Pursuant to Government Code Section 3547.5 and Board Policy 7140, the initial proposal for negotiations must be presented in a public board meeting and the public given an opportunity to comment.

The initial proposal of the California School Employees Association Chapter #251 is presented in accordance with Government Code 3547.5 and Board Policy 7140.

FISCAL IMPACT

To be determined through negotiations between and California School Employees Association Chapter #251 and the Allan Hancock Joint Community College District.

RECOMMENDATION

Staff recommends that the board of trustees give reasonable time for any public comment on California School Employees Association Chapter #251 contract reopener with the Allan Hancock Joint Community College District on Article 4, per AB 119, as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**California School Employees Association (CSEA) Chapter #251 and
Allan Hancock Joint Community College District
Collective Bargaining Agreement Negotiations**

The Educational Employment Relations Act requires that subjects of negotiations be presented publically and that members of the public be given an opportunity to comment upon them in a lawful meeting of the Board of Trustees.

Whereas, the passage of Assembly Bill 119 has added sections 3555-3559 to the Government Code and amends the Public Records Act at Government Code Section 6254.3, creating new legal requirements around notice of new hires, exclusive representative access to orientation sessions, and provision of contact information for new and current employees.

Whereas, AB 119 did not establish the structure, time, and manner of CSEA's access to employees during the onboarding process but instead requires the parties to negotiate over such access by the exclusive representative.

CSEA proposes the following Memorandum of Understanding, which supersedes and renders moot Article 4. Section 4.10:

- A) *The District shall provide CSEA notice of any newly hired employee, within ten (10) days of date of hire, via an electronic mail. Please include the following information: full legal name, date of hire, classification, and site.*
- a. *“Newly hired employee” or “new hire” means any employee, whether permanent, full time, part time, hired by the District, and who is still employed as of the date of the new employee orientation. It also includes all employees who are or have been previously employed by the District and whose current position has placed them in the bargaining unit represented by CSEA. For those latter employees, for purposes of this article only, the “date of hire” is the date upon which the employee’s employee status changed such that the employee was placed in the CSEA unit.*
- B) *The District shall provide CSEA with contact information on the new hires. The information will be provided to CSEA electronically via a mutually agreeable secure FTP site or service, on the last working day of the month in which they were hired. This contact information shall include the following items, with each field in its own column:*

- a. *First Name;*
- b. *Middle initial;*
- c. *Last name;*
- d. *Suffix (e.g. Jr., III)*
- e. *Job Title;*
- f. *Department;*
- g. *Primary worksite name;*
- h. *Home Street address (incl. apartment #)*
- i. *City*
- j. *State*
- k. *ZIP Code (5 or 9 digits)*
- l. *Home telephone number (10 digits) (if available);*
- m. *Personal cellular telephone number (10 digits) (if available);*
- n. *Personal email address of the employee (if available);*
- o. *Employee ID Number;*
- p. *Birth date;*
- q. *Hire date.*

This information shall be provided to CSEA regardless of whether the newly hired employee was previously employed by the District. In the event no one is hired in any particular month, the District shall send an e-mail to CSEA confirming they did not hire any new staff that month.

C) Periodic Update of Contact Information: The District shall provide CSEA with a list of all bargaining unit members names and contact information on the last working day of September, January, and May. The information will be provided to CSEA electronically via a mutually agreeable secure FTP site or service. This contact information shall also include the following information, with each field listed in its own column:

- a. *First Name;*
- b. *Middle initial;*
- c. *Last name;*
- d. *Suffix (e.g. Jr., III)*
- e. *Job Title;*
- f. *Department;*
- g. *Primary worksite name;*
- h. *Work telephone number;*
- i. *Work Extension;*
- j. *Home Street address (incl. apartment #)*
- k. *City*
- l. *State*
- m. *ZIP Code (5 or 9 digits)*

- n. *Home telephone number (10 digits) (if available);*
 - o. *Personal cellular telephone number (10 digits) (if available);*
 - p. *Personal email address of the employee (if available);*
 - q. *Employee ID Number;*
 - r. *Birth date;*
 - s. *Hire date.*
- D) *“New employee orientation” means the onboarding process of a newly hired public employee, whether in person, online, or through other means or mediums, in which employees are advised of their employment status, rights, benefits, duties and responsibilities, or any other employment-related matters. This shall include both one-on-one meetings with human resources representatives or any larger group orientations initiated by the District.*
- E) *The District shall provide CSEA mandatory access to its new employee orientations. CSEA shall receive not less than ten (10) days’ notice in advance of an orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the District’s operations that was not reasonably foreseeable.*
- a. *In the event the District conducts a group orientation, CSEA shall have one (1) hour of paid release time for two (2) CSEA representatives, including the Chapter President or designee, to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.*
 - b. *In the event the District conduct one-on-one orientations with new employees, CSEA shall have thirty (30) minutes of paid release time for one (1) CSEA representative to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.*
- F) *The District shall include the CSEA membership application and a CSEA provided link for an electronic application, in any employee orientation packet of District materials provided to any newly hired employee. CSEA shall provide the copies of the CSEA membership applications to the District for distribution.*
- G) *The orientation session shall be held on District property during the workday of the employee(s), who shall be on paid time.*

- H) *During CSEA's orientation session, no District manager or supervisor or non-unit employee shall be present.*
- I) *Term: This Agreement shall remain in full force and effect from the date this Agreement is signed, through June 30, 2020 and shall be automatically renewed from year to year unless either party serves written notice upon the other between March 1 and April 1, 2019, or any subsequent anniversary date, of its desire to modify the Agreement. If negotiations for a subsequent Agreement continue after June 30, 2020, the provisions of this Agreement shall remain in effect until the negotiation of a new Agreement is completed. In the event an agreement is not reached within sixty (60) days after the demand to negotiation, either party can make a demand for interest arbitration.*
- a. Unless mutually agreed to by the Parties, there shall be no reopening of negotiations on this during the life of the Agreement from the date this Agreement is signed, through June 30, 2020.*
- J) *Savings Clause: If during the life of the Agreement there exists any applicable law, rule, regulation or order issued by governmental authority, other than the District, which shall render invalid or restrain compliance with or enforcement of any provision contained within this Agreement, it shall not invalidate any unaffected remaining portion(s). The remaining portion(s) shall continue in full force and effect. Upon written notification by one of the Parties to the other, any portion of the Agreement that is invalidated in accordance with this Article shall be opened for negotiations within thirty (30) days of the invalidation.*
- K) *Any alleged violation, misinterpretation, or misapplication of the terms of this MOU shall be subject to the grievance provisions of Article 7 in the Collective Bargaining Agreement, except as follows:*
- a. "Grievant" shall only include CSEA and its Allan Hancock Chapter 251.*

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Public Hearing on the Allan Hancock Joint Community College District Contract Reopener with California School Employees Association Chapter #251 on Article 4, per AB 119	Item Number: 13.H.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2

BACKGROUND

The proposal of Allan Hancock Joint Community College District contract reopener with California School Employees Association Chapter #251 on Article 4, per AB 119 was presented at the public meeting of the board of trustees on March 13, 2018. Copies were made available for public review in the office of the superintendent/president, learning resources, human resources, Lompoc Valley Center, the Vandenberg Air Force Base Center, and Solvang Center, as required by Board Policy 7140.

Pursuant to Government Code Section 3547.5 and Board Policy 7140, the initial proposal for negotiations must be presented in a public board meeting and the public given an opportunity to comment.

The initial proposal of the Allan Hancock Joint Community College District is presented in accordance with Government Code 3547.5 and Board Policy 7140.

FISCAL IMPACT

To be determined through negotiations between the Allan Hancock Joint Community College District and California School Employees Association Chapter #251.

RECOMMENDATION

Staff recommends that the board of trustees give reasonable time for any public comment on the Allan Hancock Joint Community College District contract reopener with California School Employees Association Chapter #251 on Article 4, per AB 119, as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**Allan Hancock Joint Community College District
&
California School Employees Association**

District's Collective Bargaining Initial Proposal, Article 4

The Educational Employment Relations Act and Board Policy 7140 require that subjects of negotiations be presented publically and that members of the public be given an opportunity to comment upon them in a lawful meeting of the Board of Trustees.

The following issues and interests are presented by the District for Article 4, Management Rights and Responsibilities:

Article 4: Management Rights and Responsibilities

AB 119 requires the employer to give a union notification of new hires, provide new hire contact information, and ensure union access to new employee orientation. This bill also permits an agreement between a public employer and an exclusive representative that provides for orientations that vary from the bill's requirements for orientations, but in the absence of an agreement on orientations, the bill's requirements would apply. The CBA currently contains language meeting the requirements of AB 119 and the District currently provides such information and access to unions within the scope of the requirements of the law. The District's interest remains to ensure the requirements of the law are met without imposing undue restrictions or requirements on District personnel.

**ACTION ITEM**

To:	Board of Trustees	Date:	
From:	Superintendent/President		April 10, 2018
Subject:	Equal Employment Opportunity Fund Multiple Method Allocation Certification Form, Fiscal Year 2017-2018	Item Number:	13.I.
Strategic Goal:	Goal G1: To sustain a college-wide culture that values qualitative and quantitative data in the decision making process.	Enclosures:	Page 1 of 10

BACKGROUND

The Chancellor's Office determines the Equal Employment Opportunity Fund allocation to each district based on compliance with legal Equal Employment Opportunity (EEO) requirements to provide our students with the educational benefits of a diverse workforce.

The attached multiple methods report is due to the Chancellor's Office on June 1, 2018. Following board approval, a signed copy of the document will be forwarded to the Chancellor's Office.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the board of trustees approve the Equal Employment Opportunity Multiple Method Fund Allocation Form, as presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**Equal Employment Opportunity Fund Multiple Method Allocation Model
Certification Form, Fiscal Year 2017-2018**

District Name: Allan Hancock College

Does the District meet Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year) (All mandatory for funding).

Yes

No

The district met at least 6 of the remaining 8 Multiple Methods? (Please mark your answers.)

Yes

- Method 2 (Board policies and adopted resolutions)
- Method 3 (Incentives for hard-to-hire areas/disciplines)
- Method 4 (Focused outreach and publications)
- Method 5 (Procedures for addressing diversity throughout hiring steps and levels)
- Method 6 (Consistent and ongoing training for hiring committees)
- Method 7 (Professional development focused on diversity)
- Method 8 (Diversity incorporated into criteria for employee evaluation and tenure review)
- Method 9 (Grow-Your-Own programs)

I CERTIFY THAT THIS REPORT FORM IS COMPLETE AND ACCURATE. Please attach meeting agenda showing district EEO Advisory Committee's certification of this report form.

Chair, Equal Employment Opportunity Advisory Committee

Name: Kelly Underwood & Sofia Ramirez-Gelpi

Title: Co-Chairs, EEO-Diversity Committee

Signature: _____

Date: _____

Chief Human Resources Officer

Name: Kelly Underwood

Title: Director, Human Resources

Signature: _____

Date: _____

Chief Executive Officer (Chancellor or President/Superintendent)

Name: Dr. Kevin G. Walthers

Title: Superintendent/President

Signature: _____

Date: _____

President/Chair, District Board of Trustees

Date of governing board's approval/certification: Tuesday, April 10, 2018

Name: Hilda Zacarias

Title: President/Chair, Board of Trustees

Signature: _____

Date: _____

Date Due at the Chancellor's Office: June 1, 2018

Return to: Leslie LeBlanc lleblanc@cccco.edu; Office of the General Counsel
California Community Colleges; 1102 Q Street, Ste. 4400, Sacramento, CA 95811

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

This form requires districts to report the various activities that they are implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods.

When providing explanation(s) and evidence of your district's success in implementing the Multiple Methods, please keep narrative to no more than one page per Multiple Method. If you reference an attachment, please ensure it is attached to your submittal.

Nine (9) Multiple Methods

Mandatory for Funding

1. District's EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance reports for prior year.

Pre-Hiring

2. Board policies & adopted resolutions
3. Incentives for hard-to-hire areas/disciplines
4. Focused outreach and publications

Hiring

5. Procedures for addressing diversity throughout hiring steps and levels
6. Consistent and ongoing training for hiring committees

Post-Hiring

7. Professional development focused on diversity
8. Diversity incorporated into criteria for employee evaluation and tenure review
9. Grow-Your-Own programs

Does District meet Multiple Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year)?

Yes

No

Under the Multiple Method allocation model, districts must minimally have an operational district EEO Advisory Committee, and an updated EEO Plan. Additionally, districts are required to annually report on the use of EEO funds.

- In order to qualify for receipt of the EEO Fund, districts are required to submit a board-adopted EEO plan every three years to the Chancellor's Office. (Title 5, section 53003).
- EEO Plans are considered active for three years from the date of when the district's Board of Trustees approved the plan.
- The districts are required to establish an EEO Advisory Committee to assist in the development and implementation of the EEO Plan. (Title 5, section 53005).
- The districts are required to annually submit a report on the use of Equal Employment Opportunity funds. (Title 5, section 53034).

Please provide an explanation and evidence of meeting this Multiple Method, #1.

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

The District's EEO Advisory Committee was established in 2010. The committee meets once a month and consists of a representative from each constituency group with two co-chairs. The committee reviews the EEO plan, professional development trainings, Title 5 requirements, EEO Expenditure and Performance reports, recruitment, outreach, job fairs, and diversity. Agenda and notes from the committee are on the AHC website.

The District's EEO Plan was revised and approved April 11, 2017 by the Board of Trustees. The EEO plan is on the HR website along with our Diversity Statement. The board commits the district to the active promotion of campus diversity, including recruitment and selection of qualified employees from a wide variety of backgrounds and equal employment opportunities in all aspects of the employment, including assignments, promotions, and transfers.

Allan Hancock College submitted the EEO Fund, District Performance Report for the fiscal year 2016-2017 on September 7, 2017.

Board Policy 3420, Equal Employment Opportunity and Staff Diversity was revised and approved July 14, 2015 by the Board of Trustees. The policy recognizes that diversity in the academic environment foster cultural awareness, mutual understanding and respect, harmony and creativity, while providing images for all students.

Evidence: EEO plan, EEO Fund & District Performance Report, EEO agenda and BP 3240

To receive funding for this year's allocation amount, districts are also required to meet 6 of the remaining 8 Multiple Methods.

Does the District meet Method #2 (Board policies and adopted resolutions)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #2.

Board Policy 3420, Equal Employment Opportunity and Staff Diversity was approved July 14, 2015 by the Board of Trustees. The policy recognizes that diversity in the academic environment fosters cultural awareness, mutual understanding and respect, harmony and creativity, while providing images for all students. The board commits the district to the active promotion of campus diversity, including recruitment and selection of qualified employees from a wide variety of backgrounds and equal employment opportunities in all aspects of employment, including assignments, promotions, and transfers.

Board Policy 7120, Faculty Hiring was revised and approved March 21, 2006 by the Board of Trustees. The board recognizes that to be effective, a staff diversity/equal employment opportunity program must be fully institutionalized to the extent that all members and employees of the District have roles and responsibilities to achieve staff diversity and equal employment opportunities.

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

Board Policy 7230, Employment and Classification provides for application and offer of employment guidance for classified staff.

Board Policies 3410, Nondiscrimination, commits the District ensuring equal opportunity in employment and all access to institutional programs and activities.

Board Policy 3430, Prohibition of Harassment commits the District to providing an academic work environment that respects the dignity of individuals and groups.

Mission Statement: Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.

The District maintains updated curricula, texts, and/or course descriptions through our Institutional Effectiveness Council. The Institutional Effectiveness Council functions as a shared governance entity that monitors and improves institutional effectiveness via program review and integrated planning. It also ensures compliance with accreditation standards. The catalog is published annually and is available on line and at the campus.

The Councils and Committees Pathways to Decisions manual strengthens the college's long standing history of commitment to shared governance, fosters an environment of open communication, and enhances processes in the spirit of continuous improvement. Each constituency group is represented on the councils and committees to promote inclusion in a transparent and collaborative fashion. College surveys are also distributed to encourage transparent communication and feedback.

The Academic Policy and Planning Committee (AP&P) provides recommendations through the Academic Senate to the District Board of Trustees regarding courses and instructional programs. AP&P is the vehicle through which curriculum development takes place and is one of four standing committees established in 1968 and approved by the Academic Senate. The committee's functions is: curricula, proposed changes and revisions, academic standards, future curriculum planning, the coordination and organization of instructional planning and practices as they relate to the teaching faculty.

Evidence: BP 3420, 7120, 7230 & 3410, mission statement, CCPD, surveys, catalog

Does the District meet Method #3 (Incentives for hard-to-hire areas/disciplines)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #3.

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

The relative isolation of the District within the state (a three hour drive from any major metropolitan area) has impeded the District's ability to attract applicants for positions in competitive disciplines. The District provides up to \$600 for travel expenses during the interview process as well as assisting the new employee in relocation/moving expenses when appropriate. This incentive has increased our application pools and has become a valuable incentive in the hiring process.

The District is exploring additional incentives for hard-to-hire areas/disciplines.

Evidence: reimbursement form

Does the District meet Method #4 (Focused outreach and publications)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #4.

The District advertises in a variety of publications, including: AHC website, CCC Registry, Higher Ed Jobs, Asians in Higher Ed, Blacks in Higher Ed, Hispanics in Higher Ed, Edjoin.org, Craigslist (SLO, LA, SB, SF & Bakersfield), Santa Maria Times, SLO Tribune, Career Builder, Indeed.com, Monster.com, Calpoly.edu, CASBO.org, NCAA.org, Central Coast Careers.com, BridgeSpan.org, Foundationlist.org, CSFA.net, PhilanthropyNewsDigest.org, DailyDispatch.org, and EDD. For hard to fill positions, the District advertises in additional discipline-specific publications.

Staff attended the Registry job fair in Los Angeles this year in order to recruit diverse applicants to faculty and management vacancies specifically. HR staff attended local job fairs within the community to promote diversity and recruit applicants.

The District provides annual diversity training that is offered to the campus community. Human Resources, in conjunction with the faculty, has developed a Diversity Resource Specialist (DRS) "Toolkit". The toolkit consists of the history of the DRS at Allan Hancock College; it defines diversity, the role of the DRS, faculty demographics, faculty board policy and the role of the EEO. This toolkit was overwhelmingly acknowledged by faculty and has become institutionalized in the training of the Diversity Resources Specialist (DRS).

Evidence: DRS toolkit, proof of travel to job fair, Job Elephant

Does the District meet Method #5 (Procedures for addressing diversity throughout hiring steps and levels)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #5.

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

Board Policy 7120, Faculty Hiring- All faculty and administrative members of the screening and interview committee must have completed staff diversity/EEO training within the last three (3) years before they can participate in the interviews. The hiring committee must demonstrate diversity through gender and ethnicity. The Diversity Resource Specialist (DRS) is selected by the department chair in consultation with HR from a pool of trained DRS faculty. In the initial committee orientation, HR along with the DRS, discuss the role of the committee and review staff diversity/equal employment opportunity principles and practices with committee members. When the position closes, the DRS and the EEO officer review the ethnic summary to determine if the application pool has diversity. If the District determines that a particular monitored group is significantly underrepresented with respect to one or more job categories, the District shall take the following steps: review its recruitment procedures, review job announcements, advertisement, etc. At the final screening meeting, the EEO officer and the DRS review the slate of applicants to be interviewed and recommend additional applicants.

The diversity statement (which is part of the faculty application process) submitted by the applicants is carefully studied. Interview questions, role play, written exercise, and the teaching demo are finalized and to confirm they reach a diverse audience. On the day of the interviews, the EEO officer will reinforce best practices and principles to the committee. The district maintains the hiring calendar to promote an efficient process and to ensure large, diverse pool of qualified applicants.

Board Policy 3420, EEO- The board commits the district to the active promotion of campus diversity including recruitment and selection of qualified employees from a wide variety of backgrounds and equal employment opportunities in all aspects of employment, including assignments, promotions, and transfers. HR shall assure that a proper job analysis is performed for every job and each job description shall provide a general statement of job duties, responsibilities and minimum qualifications.

All recruitment must be conducted actively within and outside of the District. Screening, selecting, and interviewing candidates for all positions shall include thorough and fair procedures that are sensitive to issues of diversity. Each hiring committee will have gender balance and at least one voting staff member will be an ethnic minority.

The District conducts exit interviews and forwards the survey to HR. The HR Director reviews the data for patterns and utilizes this information to implement measures if needed.

Board Policy 3430, Prohibition of Harassment - The District is committed to providing an academic work environment that respects the dignity of individuals and groups.

Board Policy 3410, Nondiscrimination – The District is committed to equal opportunity in employment and all access to institutional programs and activities.

The HR Director thoroughly investigates all EEO complaints filed.

The District has implemented a tracking report on applicants that decline job interviews and job offers. The District will analyze the data to determine if there is a common trend.

**Equal Employment Opportunity Fund Multiple Method Allocation Model
Certification Form, Fiscal Year 2017-2018**

Evidence: Diversity statement, diversity questions, Board Policy 7120, 3420, 3410 & 3430, exit interview, complaint form, tracking report

Does the District meet Method #6 (Consistent and ongoing training for hiring committees)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #6.

In all recruitments, the EEO monitor provides ongoing training for all hiring committees. This includes training at the orientation meeting, final screening meeting, the interviews, and during deliberations. Members of the screening and interview committee must have completed staff diversity/equal employment opportunity training within the last two (2) years before they can screen and participate in interviews.

The EEO and Staff Diversity Committee receives training on the following: Title 5 regulations and stated and federal nondiscrimination laws; the educational benefits of workforce diversity; the identification and elimination of bias in hiring decision; and the role of the committee in carrying out the District's EEO Plan.

HR has implemented training on all hiring committees addressing unconscious bias in your institution. The training has been received well by faculty and staff.

At The President's Leadership Academy, the District's board of trustees were in attendance and received training in various topics such as: Drive, Purpose & Gratitude, Funding Student Success, Leading With Soul, Title IX Compliance, White Debt, Power & Privilege Definitions, LGBT 101-The Basics, Student Equity and Success at AHC, The Origins of "Privilege" and two guest speakers from the community that addressed Student Success.

Evidence: EEO board policy 3420, unconscious bias training, President's leadership agenda, DRS agenda

Does the District meet Method #7 (Professional development focused on diversity)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #7.

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

The District continues to offer numerous professional development opportunities for staff and faculty throughout the year. Examples of the course offerings are: Becoming Equity-Minded Faculty Through Your Syllabus; guided Pathways Workshop; Harassment/Discrimination Prevention Training; Mandated Reporter/Title IX Training; LAP Retreat; LGBTQ Summit; Webinar Series; Black Minds Matter; DACA Advocacy Week; Service Noncredit Students with Disabilities; Hispanic Heritage Celebration; Hancock Promise; Supporting Undocumented Students Workshop (Part 1 & 2); Grandeza Mexicana: Fold Ballet Company; Mandala: Tibetan Mandala Meaning of the Medicine Buddha Mandala; Mandala: Tibetan Cultural Dance Demonstration; Mandala: Tibetan Debate Demonstration; Mandala: Tibetan Mandala Closing Destruction Ceremony; Equity Summit; Advancing Diversity, Equity, and Inclusion; It Isn't Just about Attention: ADD & ADDHA; DACA: Foundational Knowledge; DACA: Taking the Next Steps; DACA: Becoming an Ally; The Future of Harassment Prevention in 2018; Rights of LGBTQ Students; Developmental, Accelerated & Transfer Level English Support, and Diversity Resources Specialists Training.

HR staff attended the Academic Network Conference and the President's Leadership Academy.

The District maintains a variety of programs to support newly-hired faculty and administrators through mentoring, professional development, and leadership opportunities.

The District serves as consultants to colleagues at other districts in the area by assisting with job descriptions, EEO monitoring and best hiring practices

Evidence: professional training, new faculty and administrator training, Mentorship, President's Leadership Academy, DRS Toolkit, Changing Lanes, Best Practices in Interviewing.

Does the District meet Method #8 (Diversity incorporated into criteria for employee evaluation and tenure review)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #8.

Does the District meet Method #9 (Grow-Your-Own programs)?

Yes

No

Please provide an explanation and evidence of meeting this Multiple Method, #9.

In the summer of 2015, the college developed its first ever President's Leadership Academy, a formal three-day workshop kicking-off a year-long leadership initiative. Academy participants include administrators, faculty, and staff who work as team peers to create and implement the

Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2017-2018

year-long leadership project to benefit the entire campus community. In the last three years, the teams have implemented projects focused on highlighting and institutionalizing the Six Student Success Factors (2015), encouraging outreach and community participation (2016), and focusing on gratitude in the workplace (2017). Of the 77 employees who have participated, 16 have since competed for and earned a promotion – only one of whom promoted outside of the institution.

To expand upon its “grow your own” philosophy and practice, the college has invested heavily in further developing an employee mentorship initiative (titled LEAP: Learn. Empower. Advise. Partner.) in the 2017-2018 academic year. While the college has experienced success with a small, less-formal initiative in the past that was modeled after traditional one-to-one “knowledge dump” programs; we are now advancing into a more employee designed and employee driven model common to the business world.

The District has developed a variety of programs to support newly-hired faculty and administrators in mentoring, professional development, and leadership opportunities.

HR continues to provide a “Changing the Lane” professional development for faculty and staff. The training will offer ways to assist in navigating “changing the lane” from part-time to full-time and/or promotions. The training includes directions on completing a full-time application, full-time duties as a faculty member, what to include in your cover letter, diversity statement, the interview process (the do’s and don’ts), and things to remember.

HR staff presented a professional workshop on “Interviewing on Campus” in spring 2018. The workshop focused on: the job announcement; completing the application; the art of interviewing; what the interview committee is looking for; best practices & biggest mistakes to avoid, and the four (4) most dreaded questions you will be asked. This workshop has been presented on multiple occasions and continues to be popular among staff and faculty that are looking to improve their interviewing skills.

The EEO Committee created a tailored video called “Start Here, Work Here”. The purpose of the video is to encourage current students of AHC to continue with their education, return and work here. The video is displayed in several areas for students to view: HR Department, Student Center, Job Placement and Admissions & Records.

HR staff participates annually in the Career Exploration Day. Local junior high and high school students attend to explore careers that are available for them in the community and at the college.

Evidence: Leadership agenda, new faculty and administrator training, changing lanes and interviewing on campus, <https://vimeo.com/195891414> link for “Start Here, Work Here”, LEAP

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Grant Proposals Submitted	Item Number: 14.A.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

The office of institutional grants has submitted the following grant applications for a total of \$2,706,727 in requested funds:

1. Santa Barbara Foundation – Express Grant: Digital Marketing Support (\$5,000)

The college has submitted an application to contract with Mogo Arts, a digital marketing service, to expand digital efforts to reach new potential patrons for the Hunchback of Notre Dame. No matching funds are required. The project period is four months: April - July 2018. (Submitted by Jennifer Schwartz)

2. National Science Foundation – Hispanic Serving Institution – STEM: Building Capacity E5 Enticing, Engaging and Empowering Emerging Engineers (\$1,464,405)

The college has submitted an application to increase the participation and advancement of women, particularly Latinas, in engineering and related STEM careers. No matching funds are required. The project period is five years: 2018-2023. (Submitted by Christine Reed and Dominic Dal Bello)

3. Walmart Foundation - Community Grant Program: Fire Technology (\$5,000)

The college has submitted an application for additional equipment to support the Fire Technology program. No matching funds are required. The project period is one-year from date of award. (Submitted by John Ceceña)

4. National Science Foundation – Scholarships – Science Technology Engineering and Mathematics – California Polytechnic State University: ENGAGE: Engineering Neighbors -- Gaining Access, Growing Engineers (\$1,232,322)

As a sub recipient, and in collaboration with Cuesta College, a proposal was submitted by California Polytechnic State University, San Luis Obispo to the National Science Foundation for funding to provide scholarships to academically talented, but financially challenged students who are pursuing Engineering and Computer Science degrees. Funds will also provide tutoring, skills development workshops, faculty mentors, internships, and activities with Cal Poly students, faculty, and staff. (Submitted by Dominic Dal Bello)

Administrator Initiating Item: Susan Houghton	Final Disposition:
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**INFORMATION ITEM**

To:	Board of Trustees	Date:	
From:	Superintendent/President	April 10, 2018	
Subject:	Equal Employment Opportunity (EEO) Report on Recruitment Statistics for 2016-2017	Item Number:	14.B.
Strategic Goal:	Goal G1: To sustain a college-wide culture that values qualitative and quantitative data in the decision making process.	Enclosures:	Page 1 of 1

Each year, Human Resources staff produce an Equal Employment Opportunity District Report on Recruitment Statistics for the previous fiscal year. The data provided below is a midterm update. The full report is typically provided to the board in October.

Total District Employees:**As of March 2018**

Full-time faculty	162*
Part-time faculty	580**
CSEA	265
Confidential/Supervisory	20
Administrators	38
Prof Expert/Short Term /Sub	170

Total employee headcount as of March 30, 2018 (not including student workers) = 1,235

*The district is currently in recruitment for four new full-time faculty (replacing retirements).

** The large decrease in part-time faculty from previous reports of approximately 700 is due to efforts within Human Resources to “clean-up” electronic employee records and move inactive part-time faculty out of active status in our HR information system. The District employs between 400 and 500 part-time faculty per term.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: First Reading: Revised Board Policy and Administrative Procedure 3200, Accreditation	Item Number: 14.C.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 5

BACKGROUND

Revised board policy and administrative procedure 3200, Accreditation, are legally required. The policy and procedure outline the process in accordance with the standards and guidelines of the Accrediting Commission for Community and Junior Colleges (ACCJC). The revised board policy and administrative procedure are recommended by the California Community College League's Policy and Procedure Services and have been vetted through the shared governance process.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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**Allan Hancock Joint Community College District
Board Policy
Chapter 3 – General Institution**

BP 3200 EXTERNAL PROGRAM ACCREDITATION

The Superintendent/President shall ensure the District complies with the accreditation process and standards of the Western Association of Schools and Colleges (WASC)/Accrediting Commission of Community and Junior Colleges (ACCJC) and of other District programs that seek special accreditation.

The Superintendent/President shall keep the Board of Trustees informed of approved accrediting organizations and the status of accreditations.

The Superintendent/President shall ensure that the Board of Trustees is involved in any accreditation process in which Board participation is required.

The Superintendent/President shall provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

External Accreditation

Allan Hancock College programs are reviewed periodically. Although the ~~D~~district seeks full accreditation through the ~~ACCJC Western Association of Schools and Colleges~~, some individual programs may be required or may find it desirable to meet national and/or state standards of quality. Therefore, external accreditation may be sought in order for programs to achieve consistency and standardization as defined by a core of professionals in the specific discipline.

College programs seeking external accreditation must receive prior approval from the ~~S~~uperintendent/~~P~~resident. ~~As part of the accreditation process, program directors/coordinators must comply with the procedures set forth in the administrative procedure 79501.01 3200.~~

References: WASC/ACCJC Accreditation Eligibility Requirement 21;
WASC/ACCJC Accreditation Standards I.C.12 and 13;
Title 5 Section 51016

Adopted: 2/21/95
Revised: 4/25/01
Revised:

(Replaces Board Policy 7950)



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 3 – General Institution

AP 3200 EXTERNAL PROGRAM ACCREDITATION

In accordance with the standards and guidelines of the Accrediting Commission for Community and Junior Colleges (ACCJC), the college shall conduct an institutional Self-Evaluation Report according to the cycle established by the Commission and will host a visit by an accreditation team. Mandatory reports will be prepared and submitted to the Commission as required and made available to the public.

Those employees who are responsible for the functions related to the accreditation standards must be involved in the Self-Evaluation Report and team visit.

The process for producing the written document that is the comprehensive Self-Evaluation Report shall include:

- An Accreditation Liaison Officer (ALO), appointed by the Superintendent/President
- A Steering Committee, chaired by the ALO.
- Co-Chairs for each standard. Faculty will be appointed as co-chairs per the appropriate bargaining unit contract.
- Active, campus-wide involvement of administrators, faculty, classified staff, and students.

When the Self-Evaluation Report is complete, it shall be reviewed and approved by the Academic Senate.

The Board of Trustees shall review and approve the Self-Evaluation Report prior to submission to the Accrediting Commission, a minimum of 45 days prior to the team visit.

A. Approval

~~The Superintendent/President shall approve the application to all organizations that accredit Allan Hancock College programs and shall notify the Board of Trustees of these approved accrediting organizations.~~

B. Funding for Accreditation

- ~~1. The year prior to any accrediting visitation and report preparation, the program director/coordinator shall notify the appropriate dean in charge of the area of~~

~~the upcoming accreditation so that budget allocations may be requested in a timely fashion within regular budget procedures.~~

- ~~2. The director/coordinator shall provide estimates of expenses, including fees required by the accrediting agency, and travel expenses of the accreditation team.~~
- ~~3. The director/coordinator via the appropriate dean shall submit the request for funding through the regular budget proposal process. Payments will be made following standard college fiscal procedures.~~

~~C. Administrative Supervision of the Process~~

- ~~1. The program director/coordinator shall report regularly to the appropriate dean regarding status of the application for accreditation, the date, time, and duration of the team visit, and the number of team members.~~
- ~~2. No later than one year prior to the self-evaluation submission deadline, the program director/coordinator shall submit the plan for the self-evaluation process including time lines, tasks, responsibilities, organization, and structure.~~
- ~~3. At least two months prior to the submission deadline, a draft of the accreditation self-evaluation shall be reviewed by the department chair, appropriate dean, and vice president. At least one month prior to the submission deadline, a final draft of the accreditation self-evaluation shall be reviewed by the appropriate dean, vice president, and the Superintendent/President.~~
- ~~4. The department chair/coordinator shall inform the appropriate dean and vice president of progress of the accreditation process.~~
- ~~5. The Superintendent/President shall sign the self-evaluation authorizing submission to the accrediting agency.~~
- ~~6. Meetings between team members and school officials shall be arranged as required by the accrediting agency and with the approval of the Superintendent/President.~~

~~Recommendations of the Accreditation Team~~

- ~~1. The program director/coordinator shall submit copies of accreditation team reports to the appropriate dean who shall forward them to the appropriate vice president.~~
- ~~2. The director/coordinator shall submit an annual report on progress on meeting program director/coordinator shall submit a report describing actions taken or to be taken in response to recommendations in the accreditation report.~~

- ~~3. The program director/coordinator shall submit appropriate requests through the appropriate dean to secure funding, equipment, or services recommended by the accreditation report.~~
- ~~4. The program recommendations.~~

References: WASC/ACCJC Accreditation Eligibility Requirement 21;
WASC/ACCJC Accreditation Standards I.C.12 and 13;
Title 5 Section 51016

Approved: 2/21/95

Revised: 4/25/01

Revised:

(Replaces Administrative Procedure 7950.01)

**INFORMATION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: First Reading: New Administrative Procedure 3430, Prohibition of Harassment	Item Number: 14.D.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 5

BACKGROUND

New Administrative Procedure 3430, Prohibition of Harassment is legally required. The administrative procedure establishes that the District is committed to providing an academic and work environment free of unlawful harassment. The new administrative procedure is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 3 – General Institution

AP 3430 PROHIBITION OF HARASSMENT

The District is committed to providing an academic and work environment free of unlawful harassment. This procedure defines sexual harassment and other forms of harassment on campus, and sets forth a procedure for the investigation and resolution of complaints of harassment by or against any staff or faculty member or student within the District.

This procedure and the related policy protects students and employees in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities, a District bus, or at a class or training program sponsored by the District at another location.

Definitions

General Harassment: Harassment based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, or sexual orientation of any person, or military and veteran status, or the perception that a person has one or more of these characteristics is illegal and violates District policy. Gender-based harassment does not necessarily involve conduct that is sexual. Any hostile or offensive conduct based on gender can constitute prohibited harassment. For example, repeated derisive comments about a person's competency to do the job, when based on that person's gender, could constitute gender-based harassment. Harassment comes in many forms, including but not limited to the following conduct:

Verbal: Inappropriate or offensive remarks, slurs, jokes or innuendoes based on a person's race gender, sexual orientation, or other protected status. This may include, but is not limited to, inappropriate comments regarding an individual's body, physical appearance, attire, sexual prowess, marital status or sexual orientation; unwelcome flirting or propositions; demands for sexual favors; verbal abuse, threats or intimidation; or sexist, patronizing or ridiculing statements that convey derogatory attitudes based on gender, race nationality, sexual orientation or other protected status.

Physical: Inappropriate or offensive touching, assault, or physical interference with free movement. This may include, but is not limited to, kissing, patting,

lingering or intimate touches, grabbing, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling or sexual gestures. It also includes any physical assault or intimidation directed at an individual due to that person's gender, race, national origin, sexual orientation or other protected status. Physical sexual harassment includes acts of sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion. Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability.

Visual or Written: The display or circulation of visual or written material that degrades an individual or group based on gender, race, nationality, sexual orientation, or other protected status. This may include, but is not limited to, posters, cartoons, drawings, graffiti, reading materials, computer graphics or electronic media transmissions.

Environmental: A hostile academic or work environment exists where it is permeated by sexual innuendo; insults or abusive comments directed at an individual or group based on gender, race, nationality, sexual orientation or other protected status; or gratuitous comments regarding gender, race, sexual orientation, or other protected status that are not relevant to the subject matter of the class or activities on the job. A hostile environment can arise from an unwarranted focus on sexual topics or sexually suggestive statements in the classroom or work environment. It can also be created by an unwarranted focus on, or stereotyping of, particular racial or ethnic groups, sexual orientations, genders or other protected statuses. An environment may also be hostile toward anyone who merely witnesses unlawful harassment in his/her immediate surroundings, although the conduct is directed at others. The determination of whether an environment is hostile is based on the totality of the circumstances, including such factors as the frequency of the conduct, the severity of the conduct, whether the conduct is humiliating or physically threatening, and whether the conduct unreasonably interferes with an individual's learning or work.

Sexual Harassment: In addition to the above, sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature when:

- submission to the conduct is made a term or condition of an individual's employment, academic status, or progress;
- submission to, or rejection of, the conduct by the individual is used as a basis of employment or academic decisions affecting the individual;
- the conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment; or

- submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the community college.

This definition encompasses two kinds of sexual harassment:

"**Quid pro quo**" sexual harassment occurs when a person in a position of authority makes educational or employment benefits conditional upon an individual's willingness to engage in or tolerate unwanted sexual conduct.

"**Hostile environment**" sexual harassment occurs when unwelcome conduct based on a person's gender is sufficiently severe or pervasive so as to alter the conditions of an individual's learning or work environment, unreasonably interfere with an individual's academic or work performance, or create an intimidating, hostile, or abusive learning or work environment. The victim must subjectively perceive the environment as hostile, and the harassment must be such that a reasonable person of the same gender would perceive the environment as hostile. A single or isolated incident of sexual harassment may be sufficient to create a hostile environment if it is severe, i.e. a sexual assault.

Sexually harassing conduct can occur between people of the same or different genders. The standard for determining whether conduct constitutes sexual harassment is whether a reasonable person of the same gender as the victim would perceive the conduct as harassment based on sex.

Examples: Harassment includes, but is not limited to the following misconduct:

- **Verbal:** Inappropriate or offensive remarks, slurs, jokes or innuendoes based on a person's protected status, including but not limited to sex. This may include, but is not limited to, inappropriate comments regarding an individual's body, physical appearance, attire, sexual prowess, marital status or sexual orientation; unwelcome flirting or propositions; demands for sexual favors; verbal abuse, threats or intimidation of a sexual nature; or sexist, patronizing or ridiculing statements that convey derogatory attitudes about a particular gender.
- **Physical:** Inappropriate or offensive touching, assault, or physical interference with free movement. This may include, but is not limited to, kissing, patting, lingering or intimate touches, grabbing, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling or sexual gestures.
- **Visual or Written:** The display or circulation of offensive sexually oriented or other discriminatory visual or written material. This may include, but is not limited to, posters, cartoons, drawings, graffiti, reading materials, computer graphics or electronic media transmissions.
- **Environmental:** An academic or work environment that is permeated with racially or sexually-oriented talk, innuendo, insults or abuse not relevant to the subject matter of the class or activities on the job. A hostile environment can

arise from an unwarranted focus on sexual topics or sexually suggestive statements in the classroom or work environment. An environment may be hostile if unwelcome sexual behavior or other harassing behavior based on a protected status is directed specifically at an individual or if the individual merely witnesses unlawful harassment in his/her immediate surroundings. The determination of whether an environment is hostile is based on the totality of the circumstances, including such factors as the frequency of the conduct, the severity of the conduct, whether the conduct is humiliating or physically threatening, and whether the conduct unreasonably interferes with an individual's learning or work.

Consensual Relationships

Romantic or sexual relationships between supervisors and employees, or between administrators, faculty or staff members and students are discouraged. There is an inherent imbalance of power and potential for exploitation in such relationships. A conflict of interest may arise if the administrator, faculty or staff member must evaluate the student's or employee's work or make decisions affecting the employee or student. The relationship may create an appearance of impropriety and lead to charges of favoritism by other students or employees. A consensual sexual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing. In the event that such relationships do occur, the District has the authority to transfer any involved employee to eliminate or attenuate the supervisory authority of one over the other, or of a teacher over a student. Such action by the District is a proactive and preventive measure to avoid possible charges of harassment and does not constitute discipline against any affected employee.

Academic Freedom

To the extent the harassment policies and procedures are in conflict with the District's policy on academic freedom (see BP 4030 titled Academic Freedom), the harassment policies and procedures shall prevail. If the faculty member wishes to use sexually explicit materials in the classroom as a teaching technique, the faculty member must review that use with an administrator to determine whether or not this violates the sexual harassment policy.

Also see BP/AP 3410 titled Nondiscrimination as well as AP 3435 titled Discrimination and Harassment Investigations

References: Education Code Sections 212.5, 44100, and 66281.5;

Title 5, Sections 59320 et seq.;

Title IX, Education Amendments of 1972;

Title VII of the Civil Rights Act of 1964 (42 U.S. Code Section 2000e)

Approved:

(This is a new procedure)

**INFORMATION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: First Reading: Revised Board Policy and Administrative Procedure 3410, Nondiscrimination	Item Number: 14.E.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 5

BACKGROUND

Revised Board Policy and Administrative Procedure 3410, Nondiscrimination is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process. The board policy and administrative procedure establishes that the District is committed to equal opportunity in employment and all access to institutional programs and activities.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**Allan Hancock Joint Community College District
Board Policy
Chapter 3 – General Institution**

BP 3410 NONDISCRIMINATION

The Allan Hancock Joint Community College District (“District”) is committed to equal opportunity in employment and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its employment opportunities, services, classes, and programs without regard to national origin, religion, age, sex or gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, or military and veteran status of any person, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Director, Human Resources shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

Pursuant to Education Code section 72014, no District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of sex, race, color, religion, ancestry, national origin, ethnic group identification, age, mental disability, physical disability, medical condition, genetic information, marital status, or sexual orientation national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics.

Any individual who believes that he or she has been discriminated against in violation of this policy should immediately report such incidents by following the procedures described in Administration Regulation 3410.

References: Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.;
Title 5 Sections 53000 et seq. and 59300 et seq.;
Penal Code Section 422.55;
Government Code Sections 12926.1 and 12940 et seq.; WASC/ACCJC
Accreditation Eligibility Requirement 20.

Adopted: 9/8/15



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 3 – General Institution

AP 3410 NONDISCRIMINATION

Education Programs

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex or gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status of any person, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

~~The District shall provide access to its services, classes, and programs without regard to, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.~~

All courses, including noncredit classes, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, “gender” means sex, and includes a person’s gender identity and gender expression. “Gender expression” mean’s a person’s gender-related appearance and behavior whether or not stereotypically associated with the person’s assigned sex at birth.

The District shall not prohibit any student from enrolling in any class or course on the basis of gender.

Academic staff, including but not limited to counselors, instructors and administrators shall not offer program guidance to students which differs on the basis of gender.

Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

Employment

The District, and each individual who represents the District, shall provide equal access to employment opportunities without regard to national origin, religion, age, sex or gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status of any person, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. ~~The District shall provide equal employment opportunities to all applicants and employees regardless of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.~~

All employment decisions, including but not limited to hiring, retention, assignment, transfer, evaluation, dismissal, compensation, and advancement for all position classifications shall be based on job-related criteria as well as be responsive to the District's needs.

The District shall ~~from time to time as necessary~~ provide professional and staff development activities and training to promote understanding of diversity.

Nondiscrimination References for Education Programs:

Education Code Sections 66250 et seq., 200 et seq., and 72010 et seq.;
 Penal Code Sections 422.55 et seq.;
 Title 5 Sections 59300 et seq.;
 WASC/ACCJC Accreditation Eligibility Requirement 20

Nondiscrimination References for Employment:

Education Code Sections 87100 et seq.;
 Title 5 Sections 53000 et seq.;
 Government Code Sections 11135 et seq. and 12940 et seq.

**INFORMATION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: First Reading: New Administrative Procedure 3435, Discrimination and Harassment Complaints and Investigations	Item Number: 14.F.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 16

BACKGROUND

New Administrative Procedure 3435, Discrimination and Harassment Complaints and Investigations, is legally required. The administrative procedure outlines the discrimination and harassment complaints and investigations procedure. The new administrative procedure is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 3 – Human Resources

AP 3435 Discrimination and Harassment Complaints and Investigations

Complaints

The law prohibits coworkers, supervisors, managers, and third parties with whom an employee comes into contact from engaging in harassment, discrimination, or retaliation. Any person who has suffered harassment, discrimination, or retaliation may file a formal or informal complaint of harassment, discrimination, or retaliation.

A formal complaint is a written and signed statement filed with the District or the California Community Colleges Chancellor's Office that alleges harassment, discrimination, or retaliation in violation of the District's Board Policies, Administrative Procedures or in violation of state or federal law. An informal complaint is any of the following: (1) An unwritten allegation of harassment, discrimination, or retaliation; (2) a written allegation of harassment, discrimination, or retaliation that falls outside the timelines for a formal complaint; or (3) a written complaint alleging harassment, discrimination, or retaliation filed by an individual who expressly indicates that he/she does not want to file a formal complaint.

Informal Complaints

Any person may submit an informal complaint to the Chief Human Resources Officer or any other District or college administrator. Administrators receiving an informal complaint shall immediately notify the Chief Human Resources Officer in writing of all pertinent information and facts alleged in the informal complaint.

Upon receipt of an informal complaint, the Chief Human Resources Officer will notify the person bringing the informal complaint of his/her right to file a formal complaint, if the incident falls within the timeline for a formal complaint, and explain the procedure for doing so. The complainant may later decide to file a formal complaint, if within the timelines to do so. If the individual chooses not to file a formal complaint, or if the alleged conduct falls outside the timeline to file a formal complaint, the Chief Human Resources Officer shall consider the allegations contained in the informal complaint and determine the appropriate course of action. This may include efforts to informally resolve the matter, or a fact-finding investigation.

Investigation of an informal complaint will be appropriate if the Chief Human Resources Officer determines that the allegation(s), if proven true, would constitute a violation of the District policy prohibiting harassment, discrimination, or retaliation. The Chief Human Resources Officer will explain to any individual bringing an informal complaint that the Chief Human Resources Officer may decide to initiate an investigation, even if the individual does not wish the Chief Human Resources Officer to do so. The Chief Human Resources Officer shall not disregard any allegations of harassment, discrimination, or retaliation solely on the basis that the alleged conduct falls outside the deadline to file a formal complaint.

Formal Complaints

Formal Complaints must be filed with the Chancellor of the California Community Colleges or the Chief Human Resources Officer unless the party submitting the Formal Complaint alleges discrimination, harassment, or retaliation against the responsible district officer, in which case it should be submitted directly to the Superintendent/President or the Chancellor of the California Community Colleges.

Formal Complaints should be submitted on the form prescribed by the Chancellor of the California Community Colleges. A copy of the form will be available at the District human resources department and on the district's web site.

If any party submits a written allegation of harassment, discrimination, or retaliation not on the form described above, the District will seek to have the individual complete and submit the form. However, if the individual chooses not to do so, the District will attach the written allegation(s) to the form and treat it as a Formal Complaint. In no instance will the District reject a written allegation of harassment, discrimination, or retaliation on the basis that it was not submitted on the proper form.

A Formal Complaint must meet each of the following criteria:

- It must allege facts with enough specificity to show that the allegations, if true, would constitute a violation of District policies or procedures prohibiting discrimination, harassment, or retaliation;
- The complainant must sign and date the Formal Complaint;
- The complainant must file any Formal Complaint not involving employment within one year of the date of the alleged discriminatory, harassing, or retaliatory conduct or within one year of the date on which the complainant knew or should have known of the facts underlying the allegation(s) of discrimination, harassment, or retaliation.
- The complainant must file any Formal Complaint alleging discrimination, harassment, or retaliation in employment within 180 days of the date of the alleged discriminatory, harassing, or retaliatory conduct, except that this period shall be extended by no more than 90 days following the expiration of the 180 days if the

complainant first obtained knowledge of the facts of the alleged violation after the expiration of the 180 days.

If the Formal Complaint does not meet the requirements set forth above, the Chief Human Resources Officer will promptly return it to the complainant and specify the defect. If the sole defect is that the Formal Complaint was filed outside the applicable proscribed timeline, the Chief Human Resources Officer will handle the matter as an informal complaint.

Oversight of Complaint Procedure: The Chief Human Resources Officer is the "responsible District officer" charged with receiving complaints of discrimination or harassment, and coordinating their investigation.

The actual investigation of complaints may be assigned by Chief Human Resources Officer or the Superintendent/President to other staff or to outside persons or organizations under contract with the District. This shall occur whenever the Chief Human Resources Officer is named in the complaint or implicated by the allegations in the complaint.

Who May File a Complaint: Any student, employee, or third party who believes he/she has been discriminated against or harassed by a student, employee, or third party in violation of this procedure and the related policy.

Where to File a Complaint: A student, employee, or third party who believes he/she has been discriminated against or harassed in violation of these policy and procedures may make a complaint verbally or in writing.

If a complainant decides to file a formal written unlawful discrimination or harassment complaint against the District, he/she must file the complaint on a form prescribed by the California Community Colleges Chancellor's Office. These approved forms are available from the Office of Human Resources and at the California Community Colleges Chancellor's Office website.

The completed form must be filed with any of the following:

- the Chief Human Resources Officer; or
- the Chief Student Services Officer; or
- the Superintendent/President; or
- the California Community Colleges Chancellor's Office.

Employment-Related Complaints

Complainants filing employment-related complaints shall be notified that they may file employment discrimination complaints with the U.S. Equal Employment Opportunity Commission (EEOC) or the Department of Fair Employment and Housing (DFEH).

Complaints filed with the EEOC or the DFEH should be forwarded to the California Community Colleges Chancellor's Office.

Any District employee who receives a harassment or discrimination complaint shall notify the Chief Human Resources Officer immediately.

Filing a Timely Complaint: Since failure to report harassment and discrimination impedes the District's ability to stop the behavior, the District strongly encourages anyone who believes they are being harassed or discriminated against, to file a complaint. The District also strongly encourages the filing of such complaints within 30 days of the alleged incident. While all complaints are taken seriously and will be investigated promptly, delay in filing impedes the District's ability to investigate and remediate.

All supervisors and managers have a mandatory duty to report incidents of harassment and discrimination; the existence of a hostile, offensive or intimidating work environment, and acts of retaliation.

The District will investigate complaints involving acts that occur off campus if they are related to an academic or work activity or if the harassing conduct interferes with or limits a student's or employee's ability to participate in or benefit from the school's programs or activities.

Communicating that the Conduct is Unwelcome: The District further encourages students and staff to let the offending person know immediately and firmly that the conduct or behavior is unwelcome, offensive, in poor taste or inappropriate.

Intake and Processing of the Complaint: Upon receiving notification of a harassment or discrimination complaint, the Chief Human Resources Officer shall:

- Undertake efforts to informally resolve the charges, including but not limited to mediation, rearrangement of work/academic schedules; obtaining apologies; providing informal counseling, training, etc.
- Advise the complainant that he/she need not participate in an informal resolution of the complaint, as described above, and has the right to end the informal resolution process at any time.
- Advise a student complainant that he/she may file a complaint with the Office of Civil Rights of the U.S. Department of Education and employee complainants may file a complaint with the Department of Fair Employment and Housing. All complainants should be advised that they have a right to file a complaint with local law enforcement, if the act complained of is also a criminal act. The District must investigate even if the complainant files a complaint with local law enforcement. In addition, the District should ensure that complainants are aware of any available resources, such as counseling, health, and mental health services. The Chief Human Resources Officer shall also notify the California Community Colleges Chancellor's Office of the complaint.

- Take interim steps to protect a complainant from coming into contact with an accused individual, especially if the complainant is a victim of sexual violence. The Chief Human Resources Officer should notify the complainant of his/her options to avoid contact with the accused individual and allow students to change academic situations as appropriate. For instance, the District may prohibit the accused individual from having any contact with the complainant pending the results of the investigation. When taking steps to separate the complainant and accused individual, the District shall minimize the burden on the complainant. For example, it is not appropriate to remove complainants from classes or housing while allowing accused individuals to remain.

Investigation

The Chief Human Resources Officer shall:

- Authorize the investigation of the complaint, and supervise or conduct a thorough, prompt and impartial investigation of the complaint, as set forth below. Where complainants opt for informal resolution, the designated officer will determine whether further investigation is necessary to ensure resolution of the matter and utilize the investigation process outlined below as appropriate. In the case of a formal complaint, the investigation will include interviews with the complainant, the accused, and any other persons who may have relevant knowledge concerning the complaint. This may include victims of similar conduct.
- Review the factual information gathered through the investigation to determine whether the alleged conduct constitutes harassment, or other unlawful discriminatory conduct, giving consideration to all factual information and the totality of the circumstances, including the nature of the verbal, physical, visual or sexual conduct, and the context in which the alleged incidents occurred.

Investigation of the Complaint: The District shall promptly investigate every complaint and claim of harassment or discrimination. No claim of workplace or academic harassment or discrimination shall remain unexamined. This includes complaints involving activities that occur off campus and in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities, on a District bus, or at a class or training program sponsored by the District at another location. The District shall promptly investigate complaints of harassment or discrimination that occur off campus if the alleged conduct creates a hostile environment on campus.

As set forth above, where the complainant opts for an informal resolution, the Chief Human Resources Officer may limit the scope of the investigation, as appropriate. The District will keep the investigation confidential to the extent possible, but cannot guarantee absolute confidentiality because release of some information on a "need-to-know-basis" is essential to a thorough investigation. When determining whether to maintain confidentiality, the District may weigh the request for confidentiality against the following

factors: the seriousness of the alleged harassment; the complainant's age; whether there have been other harassment complaints about the same individual; and the accused individual's rights to receive information about the allegations if the information is maintained by the District as an "education record" under the Family Educational Rights and Privacy Act (FERPA), 20 U.S. Code Section 1232g; 34 Code Federal Regulations Part 99.15. The District will inform the complainant if it cannot maintain confidentiality.

Investigation Steps: The District will fairly and objectively investigate harassment and discrimination complaints. Employees designated to serve as investigators under this policy shall have adequate training on what constitutes sexual harassment, including sexual violence, and that they understand how the District's grievance procedures operate. The investigator may not have any real or perceived conflicts of interest and must be able to investigate the allegations impartially.

Investigators will use the following steps: interviewing the complainant(s); interviewing the accused individual(s); identifying and interviewing witnesses and evidence identified by each party; identifying and interviewing any other witnesses, if needed; reminding all individuals interviewed of the District's no-retaliation policy; considering whether any involved person should be removed from the campus pending completion of the investigation; reviewing personnel/academic files of all involved parties; reach a conclusion as to the allegations and any appropriate disciplinary and remedial action; and see that all recommended action is carried out in a timely fashion. When the District evaluates the complaint, it shall do so using a preponderance of the evidence standard. Thus, after considering all the evidence it has gathered, the District will decide whether it is more likely than not that discrimination or harassment has occurred.

Timeline for Completion: The District will undertake its investigation promptly and swiftly as possible. To that end, the investigator shall complete the above steps, and prepare a written report within 90 days of the District receiving the complaint.

Cooperation Encouraged: All employees are expected to cooperate with a District investigation into allegations of harassment or discrimination. Lack of cooperation impedes the ability of the District to investigate thoroughly and respond effectively. However, lack of cooperation by a complainant or witnesses does not relieve the District of its obligation to investigate. The District will conduct an investigation if it is discovered that harassment is, or may be occurring, with or without the cooperation of the alleged victim(s) and regardless of whether a complaint is filed. No employee will be retaliated against as a result of lodging a complaint or participating in any workplace investigation.

Written Report

The results of the investigation of a complaint shall be set forth in a written report that will include at least all of the following information:

- A description of the circumstances giving rise to the Formal Complaint;
- A summary of the testimony provided by each witness interviewed by the investigator;

- An analysis of relevant evidence collected during the course of the investigation;
- A specific finding as to whether there is probable cause to believe that discrimination, harassment, or retaliation occurred with respect to each allegation in the complaint; and
- Any other information deemed appropriate by the District.

Confidentiality of the Process

Investigations are best conducted within a confidential climate. Therefore, the District does not reveal information about ongoing investigations except as necessary to fulfill its legal obligations. The District will keep the investigation confidential to the extent possible, but it cannot guarantee absolute confidentiality because release of some information on a “need-to-know-basis” is essential to a thorough investigation and to protect the rights of Accused students and employees during the investigation process and any ensuing discipline.

Administrative Determination

- In any case not involving employment discrimination, within 90 days of receiving a formal complaint, the district shall complete its investigation and forward a copy of the investigative report to the Chancellor of the California Community Colleges, a copy or summary of the report to the complainant, and written notice setting forth all of the following to both the complainant and the Chancellor:
 - The determination of the Chief Human Resources Officer, Superintendent/President, or designee as to whether there is probable cause to believe discrimination occurred with respect to each allegation in the complaint;
 - A description of actions taken, if any, to prevent similar problems from occurring in the future;
 - The proposed resolution of the complaint; and
 - The complainant's right to appeal to the District governing board and the Chancellor California Community Colleges.
- In any case involving employment discrimination, within 90 days of receiving a formal complaint, the district shall complete its investigation and forward a copy or summary of the report to the complainant, and written notice setting forth all the following to the complainant:
 - The determination of the Chief Human Resources Officer, Superintendent/President, or designee as to whether there is probable cause to believe discrimination occurred with respect to each allegation in the complaint;
 - A description of actions taken, if any, to prevent similar problems from occurring in the future;
 - The proposed resolution of the complaint; and
 - The complainant's right to appeal to the district governing board and to file a complaint with Department of Fair Employment and Housing or the U.S Equal Employment Opportunity Commission.

Discipline and Corrective Action

If harassment, discrimination or retaliation occurred in violation of the policy or procedure, the District shall take disciplinary action against the accused and any other remedial action it determines to be appropriate. The action will be prompt, effective, and commensurate with the severity of the offense. Remedies for the complainant might include, but are not limited to:

- providing an escort to ensure that the complainant can move safely between classes and activities;
- ensuring that the complainant and alleged perpetrator do not attend the same classes or work in the same work area;
- preventing offending third parties from entering campus;
- providing counseling services or a referral to counseling services;
- providing medical services or a referral to medical services;
- providing academic support services, such as tutoring;
- arranging for a student-complainant to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the complainant's academic record; and
- reviewing any disciplinary actions taken against the complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the complainant being disciplined.

If the District imposes discipline, the nature of the discipline will not be communicated to the complainant. However, the District may disclose information about the sanction imposed on an individual who was found to have engaged in harassment when the sanction directly relates to the complainant; for example, the District may inform the complainant that the harasser must stay away from the complainant.

Disciplinary actions against faculty, staff, and students will conform to all relevant statutes, regulations, personnel policies and procedures, including the provisions of any applicable collective bargaining agreement.

The District shall also take reasonable steps to protect the complainant from further harassment, or discrimination, and to protect the complainant and witnesses from retaliation as a result of communicating the complaint or assisting in the investigation.

The District will ensure that complainants and witnesses know how to report any subsequent problems, and should follow-up with complainants to determine whether any

retaliation or new incidents of harassment have occurred. The District shall take reasonable steps to ensure the confidentiality of the investigation and to protect the privacy of all parties to the extent possible without impeding the District's ability to investigate and respond effectively to the complaint.

If the District cannot take disciplinary action against the accused individual because the complainant refuses to participate in the investigation, it should pursue other steps to limit the effects of the alleged harassment and prevent its recurrence.

Appeals

If the District imposes discipline against a student or employee as a result of the findings in its investigation, the student or employee may appeal the decision using the procedure for appealing a disciplinary decision.

If the complainant is not satisfied with the results of the administrative determination, he/she may, within fifteen days, submit a written appeal to the Board of Trustees. The Board shall review the original complaint, the investigative report, the administrative decision, and the appeal. The Board shall issue a final District decision in the matter within 45 days after receiving the appeal. A copy of the decision rendered by the Board shall be forwarded to the complainant and to the California Community Colleges Chancellor's Office. The complainant shall also be notified of his/her right to appeal this decision.

If the Board does not act within 45 days the administrative determination shall be deemed approved and shall become the final decision of the District in the matter.

In any case not involving workplace discrimination, harassment, or retaliation, the complainant shall have the right to file a written appeal with the California Community Colleges Chancellor's Office within thirty days after the Board issued the final District decision or permitted the administrative decision to become final. Such appeals shall be processed pursuant to the provision of Title 5 Section 59350.

In any case involving employment discrimination, including workplace harassment, the complainant may, at any time before or after the issuance of the final decision of the District, file a complaint with the Department of Fair Employment and Housing.

Extension of Time

Within 150 days of receiving a formal complaint, the District shall forward to the California Community Colleges Chancellor's Office the original complaint, the investigative report, a copy of the written notice to the complainant setting forth the results of the investigation, a copy of the final administrative decision rendered by the Board or indicating the date upon which the decision became final, and a copy of the notification to the complainant of his/her appeal rights. If, due to circumstances beyond its control, the District is unable to comply with the 150-day deadline for submission of materials, it may file a written request for an extension of time no later than ten days prior to the expiration of the deadline.

File Retention

The District will retain on file for a period of at least three years after closing the case copies of:

- the original complaint;
- the investigatory report;
- the summary of the report if one is prepared;
- the notice provided to the complainant, of the District's administrative determination and his/her right to appeal;
- any appeal; and
- the District's final decision.

The District will make such documents available to the Chancellor of the California Community Colleges upon request.

Where the complaint allegation consists of Sexual Misconduct, as defined by Title IX, the following applies:**Sexual Misconduct:**

Sexual misconduct includes sexual harassment and sexual violence.

- Sexual harassment may include unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or education setting.
- Sexual violence refers to physical sexual acts perpetrated against a person's will or when a person is incapable of giving consent due to the victim's use of drugs or alcohol or due to an intellectual or other disability. Sexual violence includes rape, sexual assault, sexual battery, and sexual coercion.
- Affirmative consent means an affirmative, conscious, and voluntary agreement to engage in sexual activity.

Sexual misconduct creates a hostile environment if the conduct is sufficiently serious that it interferes with or limits a student's ability to participate in or benefit from the District's program. A single or isolated incident may create a hostile environment if the incident is sufficiently severe.

Complaint Procedure:

Where the complaint involves a minor, the District will comply with California mandated reporting requirements.

All responsible employees are required to report all actual or suspected sexual misconduct to the Title IX Coordinator immediately. A responsible employee is any employee who has the authority to take action to redress sexual misconduct, who has been given the duty of reporting incidents of sexual misconduct to the Title IX Coordinator, or whom a student or employee could reasonable believe has this authority or duty. The District is on notice if a responsible employee knew, or in the exercise of reasonable care should have known, about the sexual misconduct.

Any person may make a complaint by contacting the Title IX Coordinator directly or submitting a complaint through the District's website. The District's Title IX Coordinator is **Chief Student Services Officer located in the Student Services Building (A-213)**. The Title IX Coordinator will receive all relevant details about the alleged sexual misconduct reported to the District responsible employee in order to determine what occurred and how to resolve the situation. This includes the names of alleged victim and alleged perpetrator (if known), and the date, time, and location of the alleged sexual misconduct.

Privileged or Confidential Reporting:

A District **responsible employee** should, whenever possible, before a student or employee reveals information that he/she may wish to keep confidential, ensure that the person making the report understands the employees obligations to report to the Title IX Coordinator, the victims option to request confidentiality, which the District will take into consideration, and the victims ability to share the information confidentially with designated District employees.

Professional, licensed, mental health counselors, who provide mental-health counseling to members of the District community, or interns, graduate students, and others supervised by professional licensed counselors, are not required to report any information to the Title IX Coordinator.

Non-professional counselors who work or volunteer in **Health Center**, including front desk personnel and student employees in the course of their duties, may maintain confidentiality. They are not required to report actual or suspected sexual misconduct to the Title IX Coordinator in a way that identifies the student without the victims consent. These individuals are limited to **staff in the Health Center**.

Authority over Parties:

The District has authority over students, employees, and third parties for alleged violations of this policy that occur on District property. The District has authority over District employees and students for alleged violations of this policy that occur at District activities or events. The District may exercise authority over events that occur off-campus to determine if the conduct occurred in the context of an education program or activity or had continuing effects on campus or in an off-campus education program or activity.

Standard of Proof:

The District will use a "preponderance of the evidence" standard of proof in determining whether there has been a violation of this policy. This standard of proof is also known as "more likely than not" standard.

Upon Receiving the Complaint – Health and Safety:

The Title IX Coordinator, together with **District personnel** will make an immediate assessment concerning the health and safety of the victim and campus community as a whole. The District will provide the reporting party and responding party with immediate,

interim measures necessary to protect his/her health and safety. These immediate, interim measures may include providing an escort to ensure that the victim can move safely between classes, ensuring that the victim and perpetrator do not attend the same classes or work in the same area, preventing offending third parties from entering campus, providing counseling services or a referral to counseling services, providing academic support services, such as tutoring, arranging for a victim to retake a course or withdraw from a course without penalty, including ensuring that any changes do not adversely affect the victims' academic record, and reviewing any disciplinary actions taken against the victim to see if there is a causal connection between the harassment, discrimination, or retaliation and the misconduct that may have resulted in the victim being disciplined.

Where the District determines that there is a substantial threat to the campus community, it will issue a timely warning. The District will issue the warning according to District Administrative Procedures. The District will not to disclose the victim's name or other identifying information when issuing the warning.

Communicating that the Conduct is Unwelcome:

The employee or student may, but is not required to let the offending person know immediately and firmly that the conduct or behavior is unwelcome, offensive, in poor taste, or inappropriate. This is not required.

Intake and Processing of the Complaint:

If the District determines that a sexual misconduct complaint is appropriate for informal resolution, it may permit an informal resolution, including mediation. All parties, including the complainant and respondent, must receive full disclosure of the allegations and information about options for formal resolution before voluntarily agreeing to participate in an informal resolution. If parties agree to an informal resolution, the District does not have to complete a full investigation and adjudication of a report of sexual misconduct.

Confidentiality:

Where the victim requests confidentiality regarding a reportable incident, the District will take all reasonable steps to comply with the victim's request or inform the victim when it cannot ensure confidentiality. The District will not disclose the name of the victim unless the victim provides written consent after being informed of his/her right to have the information withheld. Where the victim insists that the District not disclose his/her name or other identifiable information to the alleged perpetrator, the District will inform the victim that its ability to respond will be limited. The District will evaluate this request in the context of its responsibility to provide a safe and nondiscriminatory environment for all employees and students. When weighing a request for confidentiality against the seriousness of the alleged harassment, the Title IX Coordinator will take the factors listed above into consideration.

Fact-Finding Investigation:

Where the victim has filed a criminal complaint with local law enforcement, the District will work closely with local law enforcement agency and will consider what information the District is able to share, pursuant to state and federal law, to ensure that victims are not unnecessarily required to give multiple statements about a traumatic event. The District will continue to conduct its own thorough, reliable, prompt, and impartial investigation. The District will normally complete its sexual misconduct investigation within 90 days of receiving the complaint, unless extended by the Title IX Coordinator for good cause. The Title IX Coordinator will notify the victim and accused in writing of the reason for the extension and the projected new timeline.

The victim and accused will have equal opportunity to present relevant witnesses and other evidence to the District investigator. The District will provide the same opportunities to the victim and accused, and may be accompanied by legal counsel, if so desired. If the individual involved is to be represented by legal counsel, notification must be provided to the Chief Student Services Officer at least five (5) days prior to the date of the scheduled meeting. The District representative may request legal assistance. Any legal advisor provided to the may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it.

The results of the fact-finding investigation will be set out in a formal investigative report and an administrative determination which will include the requirements listed above and a credibility determination of the victim, accused, and witnesses.

Reporting to California Community Colleges Chancellor's Office:

The District considers all sexual misconduct complaints to be formal complaints. The **Title IX Coordinator** must notify the State Chancellor's Office of any sexual misconduct complaints. Upon completing the investigation, the District shall forward to the California Community Colleges Chancellor's Office a copy of the investigative report and administrative determination and to the complainant a copy or summary of the investigative report and administrative determination.

Dissemination of Policy and Procedures

District Policy and Procedures related to harassment will include information that specifically addresses sexual violence. District policy and procedures will be provided to all students, faculty members, members of the administrative staff and members of the support staff, and will be posted on campus and on the District's website.

When hired, employees are required to sign that they have received the policy and procedures, and the signed acknowledgment of receipt is placed in each employee's personnel file. In addition, these policies and procedures are incorporated into the District's course catalogs and orientation materials for new students.

Training

By January 1, 2006, the District shall provide at least two hours of classroom or other effective interactive training and education regarding sexual harassment to all supervisory

employees who are employed as of July 1, 2005. All new supervisory employees must be provided with the training and education within six months of their assumption of a supervisory position. After January 1, 2006, the District shall provide sexual harassment training and education to each supervisory employee once every two years.

The training and education required by this procedure shall include information and practical guidance regarding the federal and state statutory provisions concerning the prohibition against and the prevention and correction of sexual harassment and the remedies available to victims of sexual harassment in employment. The training and education shall also include practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation, and shall be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation. Supervisor's harassment training must also address potential exposure and liability for employers and individuals, supervisor's obligation to report sexual harassment, discrimination, and retaliation when they become aware of it, appropriate remedial measures to correct harassing behavior, and a review of "abusive conduct."

The District will maintain appropriate records of the training provided, including the names of the supervisory employees trained, the date of training, sign in sheets, copies of all certificates of attendance or completion issued, the type of training provided, a copy of all written or recorded training materials, and the name of the training provider. If the training is provided by webinar, the District will maintain a copy of the webinar, all written materials used by the training and all written questions submitted during the webinar, and document all written response or guidance the trainer provided during the webinar. The District will retain these records for at least two years.

Training of all staff will be conducted. This includes counselors, faculty, health personnel, law enforcement officers, coaches, and all staff who regularly interact with students. Training for academic staff should emphasize environmental harassment in the classroom. The District will also provide training to students who lead student organizations. The District should provide copies of the sexual harassment policies and training to all District law enforcement unit employees regarding the grievance procedures and any other procedures used for investigating reports of sexual violence.

In years in which a substantive policy or procedural change has occurred, all District employees will attend a training update or receive a copy of the revised policies and procedures.

Participants in training programs will be required to sign a statement that they have either understood the policies and procedures, their responsibilities, and their own and the District's potential liability, or that they did not understand the policy and desire further training.

Education and Prevention for Students

In order to take proactive measures to prevent sexual harassment and violence toward students, the District will provide preventive education programs and make victim resources, including comprehensive victim services, available. The District will include such programs in their orientation programs for new students, and in training for student athletes and coaches. These programs will include discussion of what constitutes sexual harassment and sexual violence, the District's policies and disciplinary procedures, and the consequences of violating these policies. A training program or informational services will be made available to all students at least once annually.

The education programs will also include information aimed at encouraging students to report incidents of sexual violence to the appropriate District and law enforcement authorities. Since victims or third parties may be deterred from reporting incidents if alcohol, drugs, or other violations of District or campus rules were involved, the District will inform students that the primary concern is for student safety and that use of alcohol or drugs never makes the victim at fault for sexual violence. If other rules are violated, the District will address such violations separately from an allegation of sexual violence.

References:

- 20 U.S. Code Sections 1681 et seq.;
- Education Code Sections 212.5, 231.5, 66281.5, and 67386;
- Government Code Section 12950.1;
- Title 5 Sections 59320, 59324, 59326, 59328, and 59300 et seq.;
- Title 2 Sections 11023 and 11024;
- 34 Code of Federal Regulations Section 106.8(b)

Adopted:

Revised:

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: First Reading: Revised Board Policy 4220, Standards of Scholarship and Retire Administrative Procedure 4220, Standards of Scholarship - Delegation	Item Number: 14.G.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 3

BACKGROUND

Revised board policy 4220, Standards of Scholarship, is legally required. The policy requires the Superintendent/President, in consultation with the Academic Senate, to establish procedures that establish standards of scholarship consistent with the provisions of Title 5. The revised board policy is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

Academic Senate and College Council recommends to approve the retirement of administrative procedure 4220, Standards of Scholarship – Delegation since all of the items listed are covered in other administrative procedures.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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**Allan Hancock Joint Community College District
Board Policy
Chapter 4 – Academic Affairs**

BP 4220 STANDARDS OF SCHOLARSHIP

The Superintendent/President, in consultation with the Academic Senate, shall establish procedures that establish standards of scholarship consistent with the provisions of Title 5 Sections 55020 et seq., 55030 et seq., 55040 et seq., and bBoard policy.

These procedures shall address: grading practices, academic record symbols, grade point average, credit by examination, academic and progress probation, academic and progress dismissal, academic renewal, course repetition, limits on remedial coursework, and grade changes.

These procedures shall be described in the catalog.

Textbook Selection

~~The selection and discontinuance of textbooks are the responsibility of the instructor, with the approval of the department chair and the academic dean.~~

References: Education Code Section 70902(b)(3);
Title 5 Sections 53203, 55020 et seq., 55030 et seq., and 55040 et seq.

Adopted: 12/17/96

Revised: 3/11/04

Revised:

(Replaces Board Policy 7100)



Allan Hancock Joint Community College District
Administrative Procedure
Chapter 4 – Academic Affairs

~~AP 4220 – STANDARDS OF SCHOLARSHIP – DELEGATION~~

~~Matters identified by Title 5 as standards of scholarship are grading practices, credit-noncredit options, credit by examination, standards for probation and dismissal, remedial course work, academic record symbols, grade changes, course repetition, and academic renewal. Authority and responsibility is delegated to the chief instructional or academic officer and the Academic Senate as described in the policies and procedures on participation in local decision-making.~~

~~**Approved: 12/17/96**~~

~~**Revised: 3/11/04**~~

~~**Revised:–**~~

~~*(Replaces Administrative Procedure 7100.01)*~~

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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Update on Possible Fine Arts Bond	Item Number: 14.H.
Strategic Goal: Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.	Enclosures: Page 1 of 1

BACKGROUND

Measure I bond funds have transformed the AHC campus over the past ten years. At this point, major projects and opportunities remain in Santa Maria, Lompoc and the Santa Ynez Valley. Although there is remaining capacity within the Measure I authorization, the district does not have enough room under the debt service cap to issue those bonds.

After meeting with local leaders, there appears to be support to take a new bond issue to voters in November. District staff feel confident that the community will support a small bond to address critical issues, including the fine arts buildings, athletics/physical education, and technology.

The key points in conversations with the community have been the positive public perception the college has developed over the past five years. Key talking points include:

- A commitment to not issue additional Measure I funds;
- Expansion of the Public Safety Training Center in Lompoc;
- Transformation of the Santa Maria Campus;
- Increased engagement with the local community;
- Appropriate use of technology funds;
- Fully funding OPEB liabilities;
- Creating a dedicated fund to address deferred maintenance issues; and,
- Managing current bond financing in a way that generated savings to taxpayers exceeding \$15 million.

This month the district will engage a firm to conduct an opinion study throughout the district to confirm support for a new bond and to assess the public's perceptions of the college. A formal launch of the bond campaign will begin in earnest in May, with board consideration for a resolution during the June meeting.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date: April 10, 2018
From: Superintendent/President	
Subject: Employee Resignations, Retirements, and Separation from Service	Item Number: 14.I.
	Enclosures: Page 1 of 1

BACKGROUND:

The superintendent/president has accepted the following:

Separation from Service:

1. Charles Capshaw, equipment specialist II, public safety department, retroactive to March 28, 2018.

Mr. Capshaw has been employed with the district since April 1, 2017.

Resignation

2. Frank Ortiz, director of fire, safety, and EMS education, effective May 3, 2018.

Mr. Ortiz has been employed with the district since July 1, 2017.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Monthly Report, Associate Superintendent/Vice President, Academic Affairs	Item Number: 14.J.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 1

BACKGROUND

The Associate Superintendent/Vice President of Academic Affairs will report on the items listed below in regards to academic affairs:

Community Education Makerspace Workshop (*Goal SLS2: To support student access, achievement, and success.*) Beginning April 6, the Central Coast Makerspace, a Northern Santa Barbara County Collaboration, is offering a workshop in computer design, fabrication and 3D printing at Allan Hancock College. Students will learn to make 2D sketches using computer software, create 3D models from their sketches and make their projects using 3D printers.

This workshop is designed for students whose first language is not English. The vocabulary, math and terminology will be patiently explained by experienced basic skills teachers. The workshop is free and all materials will be provided. The workshop will take place from 6:00-9:00 p.m. on three Friday nights: April 6, April 13 and April 20, 2018.

Math Mardi Gras (*Goal SLS2: To support student access, achievement, and success.*) Noncredit instructors Kat Beckelhymer and Tino Aleman organized and facilitated a successful math Mardi Gras on Thursday, March 8, 6:00-9:00 p.m. in G-106 open to students and the community. The event provided fun math games and activities.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Monthly Report, Associate Superintendent/Vice President, Student Services	Item Number: 14.K.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 1

BACKGROUND

The Associate Superintendent/Vice President of Student Services will report on the items listed below in regards to student support services and special programs, and/or other matters affecting student success:

California Community Colleges Chancellor’s Office Meeting for Financial Aid Directors (*Goal SLS2: To support student access, achievement, and success.*) Dr. Robert Parisi, dean, Student Services attended the mandatory meeting for financial aid directors on March 19, 2018. The meeting provided updates of state and federal financial aid programs. Jee Hang Lee, vice-president of Public Policy and External Relations with the Association of Community College Trustees (ACCT) provided an update on federal programs. More emphasis will be placed on accountability as measured by students completing programs, obtaining related employment and salary. Gainful Employment regulations may be expanded from Career and Technical Education (CTE) programs to include all degree programs. Additionally, the federal Return to Title IV regulations may be revised to dramatically increase the amount of federal Title IV financial aid funds the college must repay for financial aid students who withdraw from all classes in a semester.

Latino Legacy Award (*Goal II: Community Integration.*) Petra S. Gomez, director of the College Achievement Now (CAN)-TRIO program received the Latino Legacy Award for her commitment to education and her involvement with the community. The Latino Legacy Award was initiated in 2016 by community members that believe it’s pivotal to honor and recognize leaders in our community who every day take the initiative to go above and beyond. The proceeds of the Latino Legacy Award recognition benefit the Central Coast Future Leaders, a nonprofit organization that provides leadership development of youth and families.

Administrator Initiating Item: Nohemy Ornelas	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Monthly Report, Vice President, Institutional Effectiveness	Item Number: 14.L.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 1

BACKGROUND

Guided Pathways (*Goal IE2: Provide valid and reliable assessment of institutional processes in a consistent and timely manner.*) “Road Map to Success” follow-up workshop, regarding Guided Pathways, was held on Friday, March 16. Fourteen administrators, faculty, and staff were in attendance. The group developed a draft plan which was reviewed by Academic Senate Exec and submitted to the state.

Application data (*Goal IE2: Provide valid and reliable assessment of institutional processes in a consistent and timely manner.*) The office of Institutional Effectiveness has been analyzing application data to assess the impact of the Hancock Promise. A handout with demographic data will be provided at the board meeting.

Administrator Initiating Item: Paul M. Murphy	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: Monthly Report, Executive Director, College Advancement	Item Number: 14.M.
Strategic Goal: Goal II: Community Integration	Enclosures: Page 1 of 1

BACKGROUND

The Executive Director of College Advancement will report on the items listed below in regards to college advancement:

Foundation of the Year (*Goal II: Community Integration*) The Allan Hancock College Foundation and board of directors was named “Most Philanthropic Foundation of the Year’ by the Solvang Chamber of Commerce at a community awards banquet in late March. Two other foundations, the Santa Ynez Valley Foundation and Cottage Hospital Foundation were also nominated.

Promise Promotion (*Goal II: Community Integration*); (*Goal SLS2: To support student access, achievement and success*) The Public Affairs office continues to promote The Hancock Promise in a variety of ways. A full-page, color ad appeared in *The Santa Maria Times* on Feb. 20 during its mass distribution day where the paper was delivered to 30,000 homes in Santa Maria. The ad also appeared in the *Santa Ynez Valley News* and *Lompoc Record*, and is now on the newspapers’ websites. The ad also appeared twice in *The Santa Maria Sun* and *The Santa Ynez Valley Star*. A full-color insert promoting the application process for The Hancock Promise will also be included as an insert in the Santa Maria Valley Chamber of Commerce’s April newsletter.

Billboards for Bulldogs (*Goal II: Community Integration*); (*Goal SLS2: To support student access, achievement and success*) The Public Affairs office has secured billboard space within the Santa Maria and Guadalupe city limits starting at the end of May. The college will rotate ads and billboards every four to eight weeks. The additional exposure will allow the college to promote everything from registration to The Hancock Promise to individual programs and services.

Administrator Initiating Item: Susan Houghton	Final Disposition:
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INFORMATION ITEM

To:	Board of Trustees	Date:	
From:	Superintendent/President	April 10, 2018	
Subject:	Monthly Report, Associate Superintendent/Vice President, Finance and Administration	Item Number:	14.N.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures:	Page 1 of 1

BACKGROUND

New Payroll Supervisor (*Goal IR1: To recruit and retain quality employees.*) Staff welcomed Diane Bergantz, the new Business Services payroll supervisor, on April 2, 2018. Diane has over 28 years of experience in payroll and joins us from Cuesta College, where she was the payroll specialist. She brings with her a wealth of payroll experience including working knowledge of the Banner HR/PY system.

Public Safety Settlement Agreement (*Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.*) All parties have signed the settlement agreements authorized by the board at the March 13, 2018 meeting. We are proceeding with payments between parties to satisfy and close out the settlement agreements.

Banner Update (*Goal IR2: To develop district financial resources adequate to support quality programs and services.*) The Finance and HR/PY teams continue to progress towards the July 1, 2018 implementation. Within the past few weeks they have been testing processes. In the next phase, they will focus on uploading and migrating data as well as creating a detailed implementation plan to go-live. The team has benefited from the addition of a new finance consultant who is very competent and knowledgeable in the Banner Finance system. He introduced the team to the "Self Service" purchasing process and they are very pleased with the functionality.

Budget Update (*Goal IR3: To enhance and maintain currency in technology usage/application in support of students and faculty, staff efficiency and operational effectiveness.*) Staff and Budget Council are busy with budget development. Shelly Allen is doing an outstanding job putting together the department budgets and reviewing augmentation requests. We have no new updates on the funding formula and have made the assumption that the district will receive no less in apportionment than FY 2017-2018 (the current year).

Fine Arts Complex Project (*Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.*) There is not much activity on the Fine Arts Complex project. The California Environmental Quality Act - Notice of Exemption was accepted by the Chancellor's Office, completing the preliminary plan submittal. Now we wait for approval with the goal of starting working drawings in July 2018. The AHC Foundation provided the first round of funding from the Boyd Trust (\$600,080) and staff will submit reimbursement claims to the state for expenditures to date in April 2018.

Administrator Initiating Item: Michael R Black	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: A Monthly Report on the Year-to-Date Financial Data for Various Funds	Item Number: 14.O.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 15

BACKGROUND

Attached are copies of financial statements for the following funds:

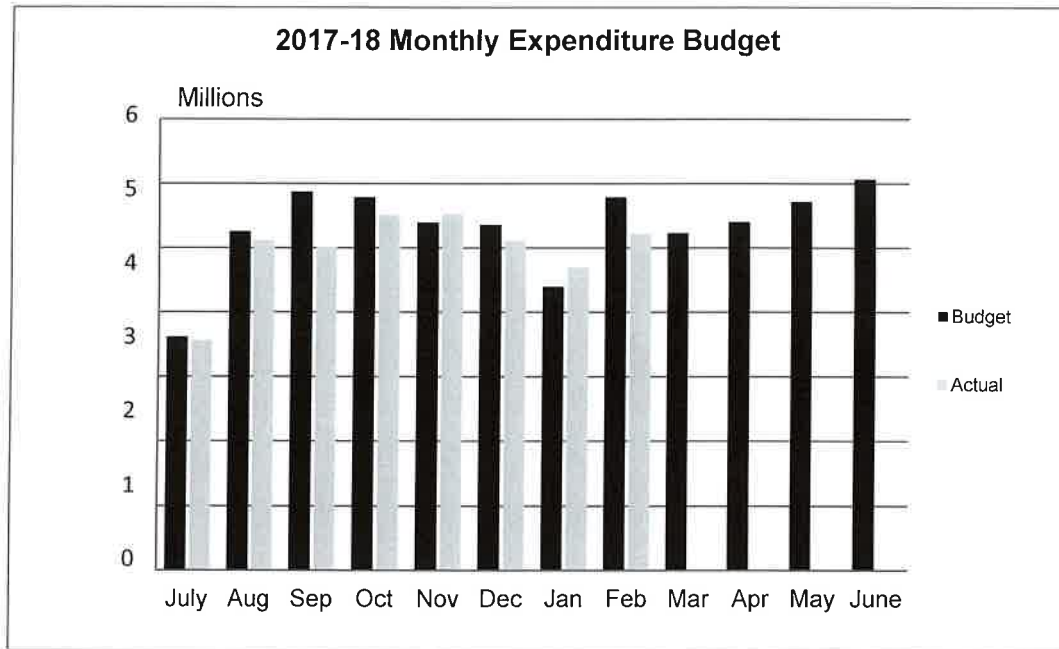
General Fund - Unrestricted
 General Fund - Restricted
 Child Development Fund
 PCPA Fund
 Capital Outlay Projects Fund
 General Obligation Bond Building Fund
 Dental Self-Insurance Fund
 Health Exams Fund
 Property and Liability Self-Insurance Fund
 Post-Employment Benefits Fund
 Other Post-Employment Benefits (OPEB) Trust Summary
 Student Financial Aid Trust Fund
 Scholarship and Loan Trust Fund
 Associated Students Trust Fund
 Student Representation Fee Trust Fund
 Student Body Center Fee Trust Fund
 District Trust Fund
 Student Clubs Agency Fund
 Foundation Agency Fund
 AHC Viticulture & Enology Foundation Agency Fund

The statements reflect year-to-date financial data.

Administrator Initiating Item: <p style="text-align: center;">Michael R. Black</p>	Final Disposition:
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GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET
REVISED ADOPTED BUDGET

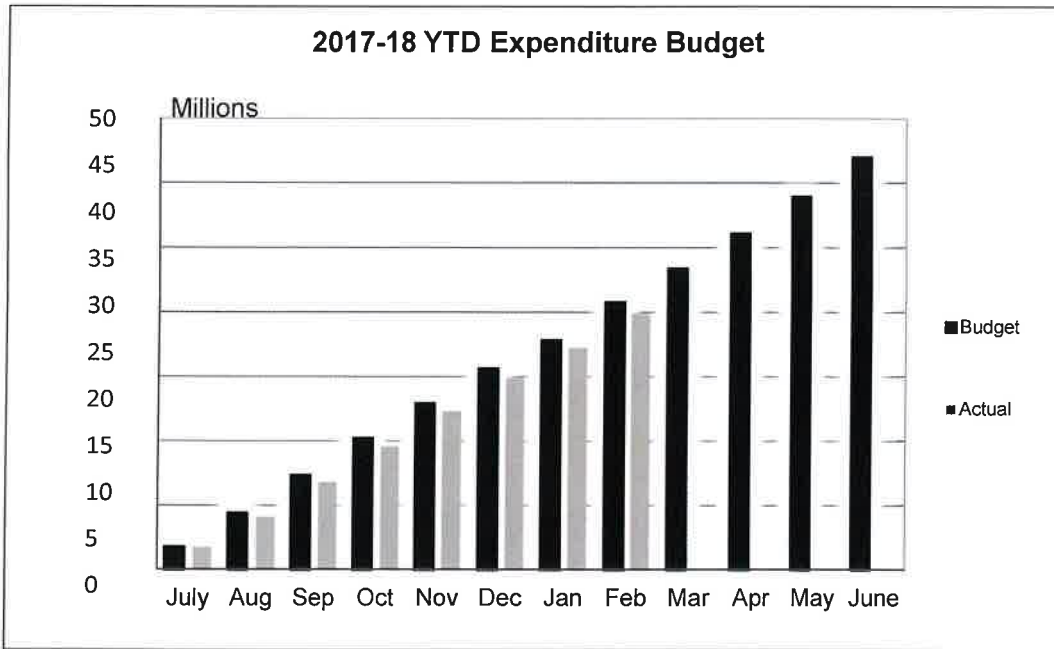
	February Budget	February Expenditures	Percentage Variance
Academic Salaries	2,536,471	2,272,596	89.60%
Classified Salaries	1,211,740	1,153,211	95.17%
Employee Benefits	1,059,523	930,052	87.78%
Supplies and Materials	106,268	85,286	80.26%
Other Operating Expenses	529,588	459,511	86.77%
Capital Outlay	78,697	73,202	93.02%
Other Outgo/Transfers	<u>265,820</u>	<u>256,417</u>	96.46%
	5,788,107	5,230,275	90.36%



**GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET
REVISED ADOPTED BUDGET**

Year to Date Expenditures

	July-February Budget	July-February Year to Date	Percentage Variance
Academic Salaries	16,212,886	15,953,324	98.40%
Classified Salaries	9,752,249	9,588,604	98.32%
Employee Benefits	7,852,860	7,104,260	90.47%
Supplies and Materials	960,973	771,072	80.24%
Other Operating Expenses	4,969,457	4,655,872	93.69%
Capital Outlay	672,013	670,849	99.83%
Other Outgo/Transfers	<u>1,069,630</u>	<u>1,069,033</u>	99.94%
	41,490,068	39,813,014	95.96%



Allan Hancock College Governmental Funds Group

General Fund

Income Statement by Fund

For Period Ending 02/28/2018

	Unrestricted <u>Budget</u>	Unrestricted <u>Actual</u>	<u>% Budget</u>	Restricted <u>Budget</u>	Restricted <u>Actual</u>	<u>% Budget</u>
REVENUES						
Federal revenues	34,200	18,957	55.43	2,521,204	741,662	29.41
State Revenues	43,571,906	27,072,186	62.13	18,010,688	12,204,745	67.76
Local Revenues	18,774,635	12,306,879	65.55	1,994,707	1,635,214	81.97
Total REVENUES	<u>62,380,741</u>	<u>39,398,023</u>	<u>63.15</u>	<u>22,526,600</u>	<u>14,581,622</u>	<u>64.73</u>
EXPENDITURES						
Academic Salaries	24,031,721	15,953,324	66.38	3,376,563	1,904,453	56.40
Classified Salaries	14,871,809	9,588,604	64.47	5,369,529	2,824,345	52.59
Employee Benefits	12,141,944	7,104,260	58.51	2,130,731	1,098,667	51.56
Supplies and Materials	1,547,035	770,756	49.82	2,111,755	613,066	29.03
Other Operating Expenses	8,163,814	4,655,872	57.03	7,233,154	2,071,411	28.63
Capital Outlay	1,167,584	670,849	57.45	1,703,905	853,430	50.08
Total EXPENDITURES	<u>61,923,910</u>	<u>38,743,667</u>	<u>62.56</u>	<u>21,925,640</u>	<u>9,365,373</u>	<u>42.71</u>
Excess of Revenues over (Under) Expenditures	456,831	654,356		600,959	5,216,248	
OTHER FINANCING SOURCES(USES)						
Other Financing Sources	1,793,944	544,582	30.35	100,828	77,628	76.99
Total OTHER FINANCING	<u>1,793,944</u>	<u>544,582</u>	<u>30.35</u>	<u>100,828</u>	<u>77,628</u>	<u>76.99</u>
OPERATING TRANSFERS OUT						
Other Outgo	1,999,721	1,069,033	53.45	1,175,089	891,989	75.90
Total OPERATING TRANSFERS OUT	<u>1,999,721</u>	<u>1,069,033</u>	<u>53.45</u>	<u>1,175,089</u>	<u>891,989</u>	<u>75.90</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>251,054</u>	<u>129,906</u>		<u>(473,301)</u>	<u>4,401,886</u>	
FUND BALANCE:						
Fund balance, July 1	10,613,176	10,613,176		13,320,924	13,320,922	
Current balance	<u>10,864,230</u>	<u>10,743,082</u>		<u>12,847,622</u>	<u>17,722,809</u>	

Allan Hancock College Governmental Funds Group

Child Development Fund

Income Statement by Fund

For Period Ending 02/28/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Federal revenues	350,147	201,001	57.40
State Revenues	474,290	294,972	62.19
Local Revenues	856,643	65,540	7.65
Total REVENUES	<u>1,681,081</u>	<u>561,514</u>	<u>33.40</u>
EXPENDITURES			
Academic Salaries	281,185	166,359	59.16
Classified Salaries	270,009	229,207	84.88
Employee Benefits	125,020	58,154	46.51
Supplies and Materials	351,874	29,513	8.38
Other Operating Expenses	192,755	21,657	11.23
Capital Outlay	327,271	26,954	8.23
Total EXPENDITURES	<u>1,548,117</u>	<u>531,846</u>	<u>34.35</u>
Excess of Revenues over (Under) Expenditures	132,963	29,668	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	0	22,921	0.00
Total OTHER FINANCING SOURCES(USES)	<u>0</u>	<u>22,921</u>	<u>0.00</u>
OPERATING TRANSFERS OUT			
Other Outgo	8,216	13,544	164.83
Total OPERATING TRANSFERS OUT	<u>8,216</u>	<u>13,544</u>	<u>164.83</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>124,746</u>	<u>39,045</u>	
FUND BALANCE:			
Fund balance, July 1	261,959	261,958	
Current balance	<u>386,705</u>	<u>301,004</u>	

ALLAN HANCOCK COLLEGE
SPECIAL REVENUE FUND
STATEMENT OF REVENUES AND EXPENSES
FOR THE PERIOD ENDING 02/28/2018

	Rounded to the Nearest Dollar PCPA BUDGET	PCPA ACTUAL	% BUDGET
	<u>=====</u>	<u>=====</u>	<u>=====</u>
REVENUES:			
Earned income			
Ticket Revenue	1,609,050	1,148,227	71.36%
Handling	53,000	36,704	69.25%
Concessions	35,000	19,547	55.85%
Advertising	50,000	28,243	56.49%
Touring	43,700	24,180	55.33%
Other	14,000	22,392	159.94%
Total Earned Income	1,804,750	1,279,292	70.88%
Contributed Income			
Individual sources	399,550	227,755	57.00%
Fundraisers	180,000	7,937	4.41%
Corporations	35,000	12,900	36.86%
Foundations	361,746	123,486	34.14%
Total contributed income	976,296	372,077	38.11%
Allan Hancock College	<u>1,426,949</u>	<u>775,000</u>	<u>54.31%</u>
Total revenues	4,207,995	2,426,370	57.66%
EXPENSES:			
Production	2,157,230	1,526,125	70.74%
Conservatory	69,546	36,653	52.70%
Scholarships	663,410	461,312	69.54%
Administration	284,613	162,846	57.22%
Development	197,693	103,331	52.27%
Marketing	471,993	285,576	60.50%
Box office	271,076	184,482	68.06%
Concessions	20,200	6,451	31.93%
Outreach/YPP	72,234	49,997	69.22%
Total expenses	<u>4,207,995</u>	<u>2,816,774</u>	<u>66.94%</u>
EXCESS OF REVENUES OVER EXPENSES			
Outside events (net)	0	-390,404	
	0	3,244	
FUND BALANCE			
Balance, July 1	<u>472,981</u>	<u>472,981</u>	
Current balance	<u>472,981</u>	<u>85,821</u>	

Allan Hancock College Governmental Funds Group

Capital Outlay Projects Fund

Income Statement by Fund

For Period Ending 02/28/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
State Revenues	1,627,167	637,371	39.17
Local Revenues	1,177,936	59,155	5.02
Total REVENUES	<u>2,805,103</u>	<u>696,527</u>	<u>24.83</u>
EXPENDITURES			
Supplies and Materials	2,314	331	14.33
Other Operating Expenses	23,762	22,270	93.72
Capital Outlay	5,212,702	630,565	12.09
Total EXPENDITURES	<u>5,238,779</u>	<u>653,168</u>	<u>12.46</u>
Excess of Revenues over (Under) Expenditures	(2,433,676)	43,359	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	247,960	15,000	6.04
Total OTHER FINANCING SOURCES(USES)	<u>247,960</u>	<u>15,000</u>	<u>6.04</u>
OPERATING TRANSFERS OUT			
Other Outgo	1,099,709	337,187	30.66
Total OPERATING TRANSFERS OUT	<u>1,099,709</u>	<u>337,187</u>	<u>30.66</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>(3,285,425)</u>	<u>(278,827)</u>	
FUND BALANCE:			
Fund balance, July 1	7,122,647	7,122,647	
Current balance	<u>3,837,221</u>	<u>6,843,819</u>	

Allan Hancock College Governmental Funds Group

Gen Oblig Bonds Building Fund

Income Statement by Fund

For Period Ending 02/28/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	25,000	22,983	91.93
Total REVENUES	<u>25,000</u>	<u>22,983</u>	<u>91.93</u>
EXPENDITURES			
Supplies and Materials	151	0	0.00
Other Operating Expenses	131,362	282,546	215.08
Capital Outlay	646,341	349,210	54.02
Total EXPENDITURES	<u>777,855</u>	<u>631,756</u>	<u>81.21</u>
Excess of Revenues over (Under) Expenditures	(752,855)	(608,773)	
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses			
	<u>(752,855)</u>	<u>(608,773)</u>	
FUND BALANCE:			
Fund balance, July 1	1,610,993	1,399,180	
Current balance	<u>858,137</u>	<u>790,407</u>	

ALLAN HANCOCK COLLEGE PROPRIETARY FUNDS GROUP
INTERNAL SERVICE FUNDS
INCOME STATEMENT BY FUND
FOR PERIOD ENDING 02/28/2018

	DENTAL BUDGET	DENTAL ACTUAL	Rounded to HLTH EXAM BUDGET	the Nearest HLTH EXAM ACTUAL	Dollar PROP/LIAB BUDGET	PROP/LIAB ACTUAL	PST-EMP BNF BUDGET	PST-EMP BNF ACTUAL
REVENUES:								
Local	752,000	556,836	1,600	1,946	4,000	5,916	151,000	106,593
Total Revenues	<u>752,000</u>	<u>556,836</u>	<u>1,600</u>	<u>1,946</u>	<u>4,000</u>	<u>5,916</u>	<u>151,000</u>	<u>106,593</u>
EXPENDITURES:								
Classified salaries	0	0	0	0	0	0	0	0
Employee benefits	0	0	139,031	30,031	0	0	304,167	153,168
Supplies and materials	0	0	0	0	0	0	0	0
Contracted services	750,000	519,928	0	0	263,000	0	0	0
Capital outlay	0	0	0	0	0	0	0	0
Total Expenditures	<u>750,000</u>	<u>519,928</u>	<u>139,031</u>	<u>30,031</u>	<u>263,000</u>	<u>0</u>	<u>304,167</u>	<u>153,168</u>
EXCESS REVENUES OVER (UNDER) EXPENDITURES	2,000	36,908	-137,431	-28,085	-259,000	5,916	-153,167	-46,574
OTH FIN SRCS (USES):								
Operating Transfers IN	0	0	0	0	0	0	0	0
Operating Transfers OUT	0	0	0	0	0	0	0	0
Total Oth Fin Srces	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES AND OTHER USES	<u>2,000</u>	<u>36,908</u>	<u>-137,431</u>	<u>-28,085</u>	<u>-259,000</u>	<u>5,916</u>	<u>-153,167</u>	<u>-46,574</u>
FUND BALANCE:								
Fund balance, July 1	1,391,622	1,391,622	389,616	389,616	1,165,979	1,165,979	153,167	153,168
Current balance	<u>1,393,622</u>	<u>1,428,529</u>	<u>252,185</u>	<u>361,531</u>	<u>906,979</u>	<u>1,171,895</u>	<u>0</u>	<u>106,593</u>

BENEFIT TRUST COMPANY
AS TRUSTEE FOR ALLAN
HANCOCK COMMUNITY COLLEGE
DISTRICT

TRUST EB FORMAT

Statement Period
Account Number

02/01/2018 through 02/28/2018
115150007100

Summary Of Fund

MARKET VALUE AS OF 02/01/2018

EARNINGS

NET INCOME CASH RECEIPTS

FEES AND OTHER EXPENSES

REALIZED GAIN OR LOSS

UNREALIZED GAIN OR LOSS

TOTAL EARNINGS

TOTAL MARKET VALUE AS OF 02/28/2018

9,802,537.54

10,348.79

7,159.98-

239.49-

246,279.90-

243,330.58-

9,559,206.96

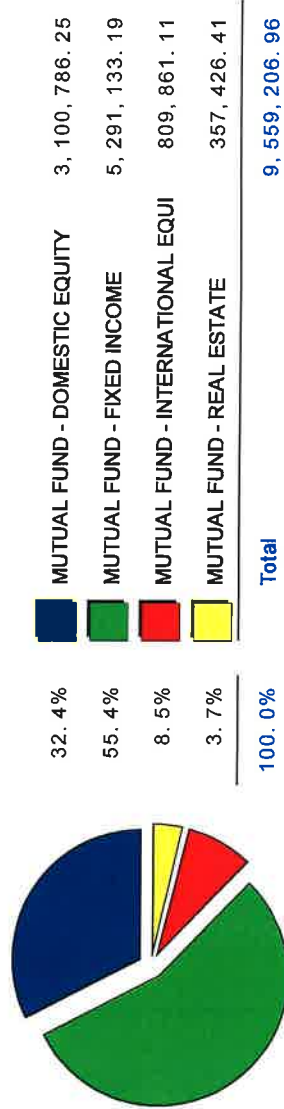
TRUST EB FORMAT

Statement Period
Account Number
02/01/2018 through 02/28/2018
115150007100

Asset Summary As Of 02/28/2018

DESCRIPTION	MARKET VALUE	AVG COST	% OF PORT
MUTUAL FUND - FIXED INCOME	5,291,133.19	5,314,570.51	55
MUTUAL FUND - DOMESTIC EQUITY	3,100,786.25	2,779,200.73	32
MUTUAL FUND - INTERNATIONAL EQUITY	809,861.11	652,149.53	8
MUTUAL FUND - REAL ESTATE	357,426.41	390,143.25	4
TOTAL INVESTMENTS	9,559,206.96	9,136,064.02	
CASH	10,348.79		
DUE FROM BROKER	0.00		
DUE TO BROKER	10,348.79		
TOTAL MARKET VALUE	9,559,206.96		

Ending Asset Allocation



ALLAN HANCOCK COLLEGE FIDUCIARY FUNDS GROUP
TRUST AND AGENCY FUNDS
INCOME STATEMENT BY FUND
FOR PERIOD ENDING 02/28/2018

Rounded to the Nearest Dollar
TRUST FUNDS

	STUDENT FIN AID	ASB	STUDENT REP FEES	DISTRICT TRUST	STUDENT CENTER FEE TRUST	AGENCY STUDENT CLUBS
REVENUES:						
Sales	0	33,064	0	103,168	0	7,871
Gifts and contributions	0	0	0	7,808	0	4,710
Other local revenue	0	150	0	6,099	0	400
Interest	5	28	7	305	778	23
Miscellaneous revenue	11,055,394	0	18,739	11,410	27,293	4,378
Total Revenues	11,055,399	33,242	18,746	128,790	28,070	17,382
EXPENDITURES:						
Salaries	0	0	0	2,689	0	0
Employee benefits	0	0	0	0	0	0
Supplies and materials	0	103,285	-8	50,274	0	4,168
Contracted services	0	54,106	14,163	34,551	0	7,012
Capital outlay	0	0	0	585	4,935	0
Total Expenditures	0	157,391	14,155	88,098	4,935	11,180
EXCESS REVENUES OVER (UNDER) EXPENDITURES	11,055,399	-124,149	4,591	40,692	23,136	6,202
OTH FIN SRCS (USES):						
Operating Transfers IN	264,066	157,047	0	1,620	0	3,100
Operating Transfers OUT	10,842,289	6,000	0	1,720	0	8,220
Total Oth Fin Srces (Uses)	-10,578,223	151,047	0	-100	0	-5,120
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES AND OTHER USES	477,176	26,898	4,591	40,592	23,136	1,082
FUND BALANCE:						
Fund balance, July 1	21,600	70,380	20,362	912,369	136,760	66,044
Current balance	498,776	97,278	24,953	952,960	159,896	67,126

Allan Hancock College Governmental Funds Group

Scholarship and Loan Trust Fnd

Income Statement by Fund

For Period Ending 02/28/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	1,000	0	0.00
Total REVENUES	<u>1,000</u>	<u>0</u>	<u>0.00</u>
EXPENDITURES			
Supplies and Materials	0	0	0.00
Other Operating Expenses	0	0	0.00
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>0.00</u>
Excess of Revenues over (Under) Expenditures	1,000	0	
OPERATING TRANSFERS OUT			
Other Outgo	1,000	0	0.00
Total OPERATING TRANSFERS OUT	<u>1,000</u>	<u>0</u>	<u>0.00</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>0</u>	<u>0</u>	
FUND BALANCE:			
Fund balance, July 1	8,708	8,707	
Current balance	<u>8,708</u>	<u>8,707</u>	

ALLAN HANCOCK COLLEGE FOUNDATION
STATEMENT OF OPERATIONS BY SUBFUND
FOR THE PERIOD ENDING 02/28/2018

	Cash Admin	Rounded to the Nearest Dollar		Scholar-	Endowment	Endowment	Total
		General	Restricted	ships	Principal	Rev/Exp	
		Operations					
REVENUE:							
Contributions	0	135,869	204,666	265,540	1,212,104	0	1,818,179
Contributions non-cash	0	0	0	0	0	0	0
District Grant Contributions	0	22,652	0	0	0	0	22,652
Interest and dividends	0	25,029	0	0	0	578,216	603,246
Gain/Loss on sale of investments	0	385	0	0	0	316,397	316,782
Change in asset portfolio	0	11,606	0	0	0	899,341	910,947
Other Local Revenues	0	49,080	14,668	0	0	0	63,748
Total revenue	0	244,622	219,334	265,540	1,212,104	1,793,954	3,735,554
EXPENDITURES:							
Scholarships	0	0	0	494,526	0	0	494,526
Student Assistance	0	0	19,895	0	0	0	19,895
District/College Support	0	0	59,250	0	0	0	59,250
PCPA Support	0	5,000	0	55,986	0	0	60,986
Salaries	0	163,549	3,586	0	0	0	167,135
Employee benefits	0	18,410	0	0	0	0	18,410
Supplies and materials	0	70,343	43,835	0	0	0	114,178
Contracted personal services	0	5,350	250	0	0	0	5,600
Travel and conference	0	14,627	31,436	0	0	0	46,062
Memberships and permits	0	525	1,042	0	0	0	1,567
Technology Services	0	0	0	0	0	0	0
Telephone	0	438	0	0	0	0	438
Contracts and leases	0	51,168	1,545	0	0	0	52,713
Postage and advertising	0	8,176	12,086	0	0	0	20,262
Bank/brokerage charges	0	12,783	207	0	0	120,467	133,457
Miscellaneous expense	0	6,336	6	0	0	0	6,342
Building and equipment	0	967	2,347	0	0	0	3,314
Credit Card Disc. Fees	0	0	0	0	0	0	0
Total expenditures	0	357,672	175,484	550,512	0	120,467	1,204,135
Net income(loss)	0	-113,050	43,850	-284,971	1,212,104	1,673,487	2,531,419
OTHER FINANCING SOURCES/OUTGO:							
Transfers in	0	228,179	4,699	10,915	85,320	1	329,113
Transfers out	0	5,887	33,630	29,838	55,000	204,758	329,113
Net transfers	0	222,292	-28,932	-18,923	30,320	-204,758	0
Net inc/dec in fund bal	0	109,242	14,918	-303,894	1,242,424	1,468,729	2,531,419
FUND BALANCE:							
Fund equity, July 1	0	198,645	1,593,730	704,516	18,861,258	2,923,080	24,281,228
Current balance	0	307,887	1,608,648	400,621	20,103,682	4,391,809	26,812,647

AHC Viticulture & Enology Foundation Fund
Income Statement
For Period Ending 2/28/2018

REVENUES	<u>Budget</u>	<u>Actual</u>
Contributed Gifts/Grants/Endw	35,000	16
Non-Cash Contributions	0	7,639
Other Local Revenues	0	0
Net Revenue	<u>35,000</u>	<u>7,655</u>
WINE OPERATION		
Sales & Commissions	30,294	16,205
Less: Returns & Allowances	0	-200
Less: Sales Discounts	-6,750	-1,778
Net Sales	<u>23,544</u>	<u>14,227</u>
Less: Cost of Goods Sold	-11,890	-6,918
Gross Profit	<u>11,654</u>	<u>7,310</u>
Total Revenues	46,654	14,965
EXPENDIURES		
Bank Service Charges	0	23
Cash Over and Short	0	14
Equipment	5,000	1,779
Facility Leases	100	100
Food Supplies	1,000	457
Freight	0	134
In-Kind Supply Expense	12,000	7,639
Indep Contractor (Individuals)	500	1,600
Inventory Allocation Expense	-40,500	-24,332
Land Lease	400	400
Merchant Fees	0	136
Misc Operating Expenses	0	498
Non-Tech Licenses,Permits,Fees	1,200	1,693
Office/Operational Supplies	8,000	5,028
On-Site Business/Training Exp	1,000	105
Postage/Express Services	0	35
Printing	2,700	5,656
Scholarships	2,500	2,500
Service Contracts (Businesses)	20,000	7,342
Technology Hosting Services	0	370
Technology Services	200	201
Technology Supplies	0	0
Classified Salaries	15,000	0
Insurance	100	0
In Kind-Legal Fees	150	0
Fngrprnt/Bckgrnd/Psy Tst/Poly	0	0
District/College Support	0	0
Advertising	2,000	0
Total Expenditures	31,350	11,378
Net Income(Loss)	15,304	3,587
FUND BALANCE		
Fund Balance, July 1	<u>131,051</u>	<u>131,051</u>
Current Balance	<u>146,355</u>	<u>134,638</u>

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	April 10, 2018
Subject: A Status Report on Bond Measure I Projects	Item Number: 14.P.
Strategic Goal: Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.	Enclosures: Page 1 of 2

STATUS

Capital Construction							
Project Name & Phase	BMI Funding	Other Funding	Encumbered	Expended	Balance	Project Percentage Complete	Projected Occupancy or Completion
Fine Arts Complex	To be determined	\$34,298,000 State & Patty Boyd	\$2,979,559	\$3,010,873	\$28,307,568	2%	October 2021
Total Capital Projects		\$34,298,000	\$2,979,559	\$3,010,873	\$28,307,568		

Technology Projects							
Project Name & Phase	BMI Funding	Other Funding	Encumbered	Expended	Balance	Project Percentage Complete	Projected Occupancy or Completion
Technology and Instructional Equipment Modernization	\$11,358,060	0	\$61,303	\$11,288,921	\$7,836	99.84%	Summer 2018
Total Information Technology		\$11,358,060	\$61,303	\$11,288,921	\$7,836		

Administrator Initiating Item: Michael R. Black	Final Disposition:
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Capital Construction Projects - Completed Phase					
Project Name	BMI Funding	Other Funding	Encumbered	Expended	Balance
Public Safety Complex	\$37,930,509	\$5,000 Private Donation	\$399,374	\$39,101,500	(\$1,565,365)
One Stop Student Services Center	20,560,907	16,558,250 State Funding	108,377	37,895,065	(884,285)
Childcare Center Addition	8,386,598	150,000 Orfalea Grant	0	8,521,474	15,124
Theatre Arts Complex	362,247	0	0	305,049	57,198
Industrial Technology/ Physical Education and Athletic Fields	25,053,520	250,000 City of SM 250,000 Cap. Restricted	11,781	25,010,222	531,517
Total Capital Projects	\$92,293,781	\$17,213,250	\$519,532	\$110,833,310	(\$1,845,811)

Schedule Maintenance Projects – Completed Phase	
Project Name	Total Expended
Building D Repairs and Upgrades	\$5,710,091
Parking Lot 1 Expansion	1,483,478
Building C, Roof, Paint, and Flooring	1,372,916
LVC EMS Upgrade & HVAC Repair	447,196
Pool Resurfacing	55,500
Building N Roof, Phase III	355,543
M300 HVAC Upgrades Phase I	335,549
Phase I Energy	535,488
Roof Repair and Replacement, Buildings E, F, G & M300	487,916
Underground Fuel/Oil Tank Repair & Replacement	124,205
Campus Upgrade to VOIP & Copper Cabling Project	2,731,970
Fire Alarm & Emergency Call System Upgrade	36,459
LVC Roof/ADA Upgrade	126,640
Forum Lighting & AV Replacement	109,330
Total Scheduled Maintenance	\$13,912,281

ALLAN HANCOCK COLLEGE



APRIL 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Fine Arts Faculty Art Exhibit through April 12 Ann Foxworthy Gallery	2 3:00 p.m. Baseball vs. Cuesta College	3	4	5 2:30 p.m. Softball vs. Ventura College	6	7 12:00 p.m. Softball vs. Taft College 2:00 p.m. Baseball vs. Santa Barbara City College
8	9	10 1:00 p.m. Softball vs. Cuesta College 3:00 p.m. Baseball vs. Oxnard College 6:00 p.m. Board of Trustees Meeting Santa Ynez	11	12	13	14
15	16	17 2:30 p.m. Softball vs. Moorpark College 3:00 p.m. Baseball vs. Moorpark College	18	19	20	21 1:00 p.m. Baseball vs. Ventura College
22 2:30 p.m. Softball vs. Oxnard College	23	24 12:00 p.m. Softball vs. Oxnard College	25	26 2:30 p.m. Baseball vs. Cuesta College <i>The Hunchback of Notre Dame</i> through May 13 Marian Theatre	27	28
29	30					

ALLAN HANCOCK COLLEGE



MAY 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <i>The Hunchback of Notre Dame</i> through May 13 Marian Theatre	2	3	4 10:00 a.m. CORE Custody Academy Graduation Public Safety Training Complex LVC Campus	5
6	7	8 6:00 p.m. Board of Trustees Meeting	9	10 11:00 a.m. Bldg. M dedication in recognition of Marian Regional Media Center Building M	11 5:30 p.m. MESA Student Recognition Reception Student Center	12
13	14	15	16 2:30 p.m. Retirements & Recognitions Celebration Courtyard between bldgs. A & B	17	18 10:00 a.m. Fire Academy Graduation, Battalion #141 Public Safety Training Complex LVC Campus	19
20	21	22	23	24 6:00 p.m. Foundation's Scholarship Awards Banquet Gym	25 1:00 p.m. 97th Annual Commencement The Commons	26
27	28 Memorial Day College Closed	29	30	31		