
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Agenda

Regular Board Meeting
Tuesday, June 12, 2018

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

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

- | | <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.

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|---|---------|
| 3. Adjourn to Closed Session | 5:00 PM |
| 3.A. Discipline/Dismissal/Release of Public Employee (1 case) (Govt. Code §54957) | |
| 3.B. Closed Session Potential Litigation (1 case) (Govt. Code §54956.9(b)) | |

There is one potential litigation item related to a construction project with an architect.

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| 3.C. 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

- | | | |
|----|---------------------------------|---------|
| 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. Seating of Student Trustee

Administration of the oath of office and seating of Inri Serrano.

10. Approval of Minutes

10.A. Approval of Minutes from the April 26, 2018 special board meeting. 12

10.B. Approval of Minutes from the May 8, 2018 regular board meeting. 14

11. Presentation

11.A. Changing the Odds

Dr. Walthers will share a Changing the Odds moment.

11.B. PCPA Season 55

PCPA Artistic Director/Associate Dean Mark Booher will provide an update on PCPA's Season 55.

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12. 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.		
12.A. Register of Warrants Supplemental Payroll 4/01/18 and Regular Payroll 4/30/18	25	
A recommendation that the board of trustees approve commercial warrants.		
12.B. Authorization to Declare District Property as Surplus	27	
A recommendation to declare the list of items to be surplus and authorize disposal of the items through the appropriate procedures.		
12.C. Acceptance of Donations	28	
A recommendation that the board of trustees accept (45) S3 interspiro air packs, (45) face pieces, (90) 30-minute air bottles, and equipment pertaining to the air packs from the City of Santa Maria's Fire Department and a John Deere garden tractor from South Coast Region Agricultural Education Consortium.		
12.D. Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	29	
A recommendation that the board of trustees approve part-time faculty appointments, regular faculty overload, and special assignments/stipends.		
12.E. Appointment of Department Chair	55	
A recommendation that the board of trustees approve the department chair appointment of Cynthia Diaz, Counseling, to serve a term of two years for academic years 2018-2019 and 2019-2020.		
12.F. Equivalency Certification for Faculty	56	
A recommendation to approve equivalency certifications for faculty members who have been authorized to teach, as needed, based on equivalency criteria specified in Board Policy 7211 (formerly BP 4105) and as restricted by the equivalency certification document.		

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12.G.	Second Reading: Revised Board Policy 4920, Textbook Selection	63	
	A recommendation that the board of trustees adopt revised Board Policy 4920, Textbook Selection.		
12.H.	Second Reading: Revised Board Policy 7600, Campus Police	65	
	A recommendation to review revised Board Policy 7600, Campus Police.		
12.I.	Short-Term/On-Call, Substitute, and Professional Expert Appointments Exempt From Classified Service	67	
	A recommendation that the board of trustees approve the short-term/on-call, substitute, and professional expert appointments exempt from classified service as presented.		
12.J.	Appointments, Transfers, and Promotions of Classified Service Employees	71	
	A recommendation that the board of trustees approve the reappointments of Belinda Lombardo, grant coordinator, industrial technology department, effective July 1, 2018 through June 30, 2019, and contingent upon continued funding; Alberto Ambriz-Delgado, instructional assistant – community education, effective July 1, 2018, and contingent upon continued funding; and Anel Gonzalez, instructional assistant – community education, effective July 1, 2018, and contingent upon continued funding; and approve the appointments of Monica Maldonado, student success outreach/retention specialist, student success and support program, effective June 13, 2018, and contingent upon continued funding; and Ulises Serrano-Valenzuela, student success outreach/retention specialist, student success and support program, effective July 1, 2018, and contingent upon continued funding. A recommendation may be made that the board of trustees approve the appointment of maintenance specialist – carpenter, facilities. If a recommendation is made, a revised board agenda item will be presented.		
12.K.	Appointments of Tenure-Track Faculty Members	73	
	A recommendation that the board of trustees approve the appointments of Wendy Hadley, assistant professor, biology, life and physical sciences department, effective August 15, 2018; Daniela Bruckman, Ph.D., assistant professor, biology, life and physical		

sciences department, effective August 15, 2018; and Brian Youngblood, Ph.D., assistant professor, physics, life and physical sciences department, effective August 15, 2018; and approve the revised effective date for Alejandro Omidasalar, assistant professor, English, English department, effective August 15, 2018.

12.L. Out-of-Classification Assignments of Classified Service Employees 75

A recommendation that the board of trustees approve the out-of-classification assignments of Monique Fernandez, coordinator of assessment, testing center, student services, retroactive to May 14, 2018 through June 30, 2018, or earlier per district need; and Adelina Pozos, career/job placement center services assistant, student services, retroactive to June 1, 2018 through June 30, 2018, or earlier per district need, and contingent upon continued funding and effective July 1, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding.

12.M. Extra Work Assignments of Classified Service Employees 77

A recommendation Staff recommends that the board of trustees approve the extra work assignments of Toby McLaughlin, science laboratory specialist, life and physical sciences, effective June 4, 2018 through June 29, 2018, or earlier per district need; Lori Williamson, science laboratory specialist, life and physical sciences, effective June 7, 2018 through June 29, 2018 and July 2, 2018 through July 31, 2018, or earlier per district need; Yvette Valadez-Andrade, administrative assistant II, academic affairs, effective June 11, 2018 through June 30, 2018 and July 2, 2018 through August 3, 2018, or earlier per district need; Emmanuel Guerrero, instructional assistant – STEM Center, effective June 18, 2018 through June 22, 2018, or earlier per district need, and contingent upon continued funding; Michele Brandenburg, laboratory assistant, open access computer lab (OACL), learning resources, effective July 2, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding; and Dorine Mathieu, office services technician II (Grants), MESA, effective July 2, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding.

12.N. Coaching Appointments and Stipends 79

A recommendation may be made that the board of trustees approve coaching appointments and stipends. If a recommendation is made, a revised board agenda item will be presented.

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12.O.	New and/or Revised Classified Bargaining Unit Job Descriptions	80	
	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.		
12.P.	Edits to Final Collective Bargaining Agreement Between the Faculty Association and the Allan Hancock Joint Community College District for Fiscal Years 2018 – 2021 on the Entire Agreement	81	
	A recommendation that the board of trustees approve the edits to the Agreement between the Allan Hancock Joint Community College District and the Faculty Association of Allan Hancock College, effective July 1, 2018 – June 30, 2021.		
13.	Oral Reports		6:35 PM
13.A.	Superintendent/President's Report		
13.B.	Board Member Reports		
13.C.	Association Reports		6:45 PM
	1) Part-Time Faculty Association 2) Faculty Association 3) Academic Senate 4) California School Employees Association 5) Associated Student Body Government 6) AHC Foundation 7) Management Association		
14.	Action Items		7:15 PM
14.A.	Acceptance of Grants Approved	90	
	A recommendation to accept funded proposals.		
14.B.	Adoption of the 2018-2019 Tentative Budget	92	
	A recommendation that the board of trustees adopt the 2018-2019 tentative budget and establish a public hearing for the proposed adopte budget on September 11, 2018 at 6:00 p.m. in the Allan Hancock College Boardroom (B 100).		

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14.C.	Resolution 18-26, Authorizing Public Leasing or Sale of South Campus Property.	121	
	A recommendation may be made that the board of trustees adopt Resolution 18-26, Authorizing Public Leasing or Sale of South Campus Property enabling the district to take advantage of future revenue opportunities that may be generated by sale or lease of South Campus Property. If a recommendation is made, a revised board agenda item will be presented.		
14.D.	Resolution 18-27, Establishing Capitalization Threshold for the Implementation of GASB 34	122	
	A recommendation that the board of trustees adopt Resolution 18-27, Establishing Capitalization Threshold for the Implementation of GASB 34 with a revised threshold of \$5,000 for capital assets as required by GASB Statement 34 and place into inventory equipment in excess of \$5,000.		
14.E.	Resolution 18-28, Ordering an Election and Establishing Specification of the Election Order	124	
	A recommendation that the board of trustees adopt Resolution 18-28, Ordering an Election and Establishing Specifications of the Election Order.		
14.F.	District Travel Request Outside of the State	137	
	A recommendation to authorize the request for Margaret Lau, Dean, Academic Affairs and Lorena Hernandez-Chavoya, student, to travel to Louisville, KY to attend the National Leadership and Skills Conference and Dominic Dal Bello for travel to attend the American Society for Engineering Education 2018 Annual Conference and Exposition in June 2018.		
14.G.	California Community College Chancellor's Office Strong Workforce Program Round 2 and Round 3 Local Allocations	138	
	A recommendation that the board of trustees accept Round 2 and Round 3 Strong Workforce Program funding for a total of \$1,945,029 in restricted funds to the district.		
14.H.	Academic Policy and Planning Committee Curriculum Summary	141	
	A recommendation that the board of trustees adopt the curriculum		

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	additions and changes reflected in the summary report of the Academic Policy and Planning Committee.		
14.I.	Memorandum of Understanding Between the Allan Hancock Joint Community College District and the California School Employees Association, Chapter #251, Article 4, Association Rights	158	
	A recommendation that the board of trustees ratify the memorandum of understanding (MOU) between the District and the California School Employees Association, Chapter #251, on Article 4, Association Rights. The memorandum of understanding is effective upon ratification by both the Board and by CSEA Chapter #251.		
14.J.	Appointment of Interim Classified Management Employee	162	
	A recommendation may be made that the board of trustees approve the appointment of an interim classified management employee. If a recommendation is made, a revised board agenda item will be presented.		
14.K.	Appointment of Interim Executive Management Employee	163	
	A recommendation may be made that the board of trustees approve the appointment of an interim executive management employee. If a recommendation is made, a revised board agenda item will be presented.		
14.L.	Authorization of Dental Insurance Premium Rate	164	
	A recommendation that the board of trustees authorize no change to dental insurance premium rates, effective October 1, 2018.		
14.M.	Classified and Educational Management Employment Agreements	165	
	A recommendation that the board of trustees approve these rolling Employment Agreements for management and executive management employees who have met performance evaluation criteria.		
14.N.	Contract for Police Chief Services	167	
	A recommendation that the board of trustees approve the contract with the Santa Maria Police Department for police chief services.		

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15.	Information		7:50 PM
15.A.	Grant Proposals Submitted	168	
	A report on grant proposals submitted.		
15.B.	First Reading: Revised Administrative Procedure 2345, Public Participation at Meetings	170	
	A recommendation that the board of trustees review revised Administrative Procedure 2345, Public Participation at Meetings.		
15.C.	First Reading: Revised Administrative Procedure 5011, Admission and Concurrent Enrollment of High School and Other Young Students	173	
	A recommendation that the board of trustees review revised Administrative Procedure 5011, Admission and Concurrent Enrollment of High School and Other Young Students.		
15.D.	First Reading: Revised Board Policy 5500, Standards of Student Conduct and revised Administrative Procedure 5500, Standards of Student Conduct	180	
	A recommendation that the board of trustees review revised Board Policy 5500, Standards of Student Conduct and revised Administrative Procedure 5500, Standards of Student Conduct.		
15.E.	First Reading: Revised Administrative Procedure 7261 Telecommuting	194	
	A recommendation that the board of trustees review revised Administrative Procedure 7261, Telecommuting.		
15.F.	First Reading: New Board Policy 7310, Favoritism	207	
	A recommendation that the board of trustees review new Board Policy 7310, Favoritism.		

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15.G. Employee Resignations and Retirements	209	
The superintendent president has accepted the resignations of Jose Zaragoza, campus safety officer, campus police, effective May 14, 2018; Nicole Moses, office services technician I, EOPS/CARE/CAFYES & CalWorks, extended opportunity programs and services (EOPS), effective June 1, 2018; and Shannon Smith, instructional assistant, public safety department, effective May 26, 2018.		
15.H. Health Benefits	210	
Staff will provide an update on health benefit rates for the benefit period of October 1, 2018 through September 30, 2019 as well as progress on moving open enrollment for health benefits to a self-service model.		
15.I. Associate Faculty Status	211	
An update on Associate Faculty status.		
15.J. Quarterly Report on Volunteer Aides	212	
Volunteer aides report.		
15.K. Monthly Report, Interim Associate Superintendent/Vice President, Academic Affairs	213	
15.L. Monthly Report, Associate Superintendent/Vice President, Student Services	214	
15.M. Monthly Report, Vice President, Institutional Effectiveness	215	
15.N. Monthly Report, Executive Director, College Advancement	217	
15.O. Monthly Report, Associate Superintendent/Vice President, Finance and Administration	219	
15.P. A Monthly Report on the Year-to-Date Financial Data for Various Funds.	220	
15.Q. A Status Report on Bond Measure I Projects and Fine Arts Phase II	235	

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16.	New Business		8:30 PM
17.	Calendar	237	
18.	Adjournment		

The next regular meeting of the board of trustees will be held on Tuesday, July 10, 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 Special Board Meeting Tuesday, April 26, 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 – Captain's Room, B-102
800 South College Drive, Santa Maria, CA 93454

1. Call to Order

Trustee Zacarías called the meeting to order at 4:00 p.m. with the following trustees present:
Hall, Hilker, Lahr, Pensa, Zacarías

Trustees absent: None

2. Public Comment to Closed Session

No public comment was made.

3. Adjourn to Closed Session

Trustee Zacarías adjourned the meeting to closed session at 4:00 p.m.

4. Reconvene to Open Session

Trustee Zacarías reconvened the meeting to open session at 4:40 p.m.

Trustee Zacarías announced no action was taken in closed session.

4.A. Formation of Ad Hoc Advisory Committee and Delegation of Responsibility For
Investigation of Employee Complaint

On a motion by Trustee Pensa, seconded by Trustee Hall, the board of trustees voted unanimously to appoint Trustee Zacarías and Trustee Lahr to form an Ad Hoc Advisory Committee to Investigate an Employee Complaint.

On a motion by Trustee Hilker, seconded by Trustee Hall, the board of trustees voted to Delegate Responsibility to Investigate an Employee Complaint to Dr. Melinda Nish. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None)

5. Adjournment

Trustee Zacarías adjourned the meeting at 4:42 p.m.

A handwritten signature in black ink, appearing to read 'Kevin G. Walthers', with a long horizontal flourish extending to the right.

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, May 8, 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

Teleconference Location
Trustee Dan Hilker
500 Holmstead Rd.
Williams, Oregon 97544

1. Call to Order

Prior to roll call, Trustee Zacarías asked that the minutes reflect that this meeting is to be conducted pursuant to California Government Code Section 54953, in that Trustee Hilker was in Oregon and participating in this meeting via speaker phone. In accordance with the Ralph M. Brown Act, each teleconference location was identified in the notice and agenda for this meeting. She confirmed that Trustee Hilker had the board meeting documents, was able to hear the meeting and was heard by the meeting attendees. She noted all action was to be carried out with a roll call vote.

Trustee Zacarías called the meeting to order at 5:03 p.m. with the following trustees present as per the following roll call:

Trustees present: Hall, Hilker, Lahr, Pensa, Zacarías

Trustees absent: None

2. Public Comment to Closed Session

No public comment was made.

3. Adjourn to Closed Session

Trustee Zacarías adjourned the meeting to closed session at 5:03 p.m.

4. Call to Order

Prior to roll call, Trustee Zacarías asked that the minutes reflect that this meeting was conducted pursuant to California Government Code Section 54953, in that Trustee Hilker was in Oregon and participating in this meeting via speaker phone. In accordance with the Ralph M. Brown

Act, each teleconference location was identified in the notice and agenda for this meeting. She confirmed that Trustee Hilker had the board meeting documents, was able to hear the meeting and was heard by the meeting attendees. She noted all action was to be carried out with a rollcall vote.

Trustee Zacarías called the meeting to order at 6:03 p.m. with the following trustees present as per the following roll call:

Trustees present: Hall, Hilker, Lahr, Pensa, Zacarías

Trustees absent: None

5. Action Taken in Closed Session

Trustee Zacarías reported no action was taken in closed session.

6. Pledge of Allegiance

Inri Serrano, newly elected student trustee, 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 of trustees of trustees 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

Cecilia Beltran addressed the board of trustees regarding the expulsion of a student in the nursing program. She asked the board of trustees to expedite the formal resolution process and allow the student to return to the program.

Margaret Lau introduced Lorena Hernandez and Patrick McGuire, industrial technology department chair. Ms. Hernandez represented the college at the SkillsUSA competition in Ontario, California and won the gold. Ms. Hernandez shared her experience at the event and thanked everyone for supporting her. She will represent the college on the national level the following week. Mr. McGuire praised Ms. Hernandez and thanked her employer, Ms. Lau, Dr. Walthers, and others for supporting her.

9. Approval of Minutes

9.A Approval of Minutes from the April 10, 2018 regular board meeting.

On a motion by Trustee Hall, seconded by Trustee Lahr, the board of trustees approved the minutes from the April 10, 2018 regular board meeting on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

10. Presentation

10.A. Changing the Odds

Dr. Walthers introduced Shemarr Parker. Mr. Parker is a student athlete that overcame odds and returned to school with the help of Coach Tyson Aye and Counselor Laney Campos. Mr. Parker shared some of the challenges he encountered and overcame to earn a Student Athlete Achievement Award. He thanked everyone in the athletic department for having faith in him and encouraging him to stay in school.

10.B. Emergency Preparedness

Kelly Underwood, director of human resources, introduced the committee helping the college prepare for emergencies. The committee includes Rex Van Den Berg, director, plant services, Roy Dugger, Santa Maria emergency services specialist; Mitch McCann, director, law enforcement training; Chris Nartatez, interim chief of police; Tom Way and Mike Messina who will serve as consultants for emergency response services. Ms. Underwood gave an overview of recent emergency events at Westmont College that can help other colleges prepare for an emergency. She reviewed the goals of emergency planning and its components. She provided an update on the March 20 emergency drill and action plans as a result of it. She noted there are tasks that will take place before the next emergency drill exercise. The committee would like to offer the Community Emergency Response Training (CERT) to college staff and invite consultants to provide training in the event of an emergency.

10.C. Cooperating Agencies Foster Youth Educational Support (CAFYES) & Foster and Kinship Care

Alex Spiess, program coordinator, CARE/NextUp (CAFYES), EOPS/CARE/CAFYES & CalWorks Department, provided a presentation about Cooperating Agencies Foster Youth Educational Support (CAFYES) & Foster and Kinship Care. Ms. Spiess explained CAFYES is going to change its name and be known as NextUp. She gave an overview of the services and support NextUp provides and shared a video featuring one Hancock College foster student discussing how CAFYES/NextUp has supported him. She said the office helps former foster student with meals, transportation, books, counseling, etc. She noted the CARE CAFYES center provides safe location for former foster students and added former foster students are hired as a student workers to help current students. She went over some of the struggles students and staff experience. She also shared some of the program's achievements. Will Bruce, director of EOPS and Special Outreach, explained the purpose and history of the Foster and Kinship Care program. He gave an overview of the funding history as of 2013-14 and went over types of trainings offered. He noted educational programs and services are also provided to family members who take care of foster youth family members.

10.D. Bond Update

Dr. Walthers gave an update on a possible fine arts bond. He shared a survey that gives an overview of the community's perception of Hancock College. The initial survey indicates there is a 73 percent approval. He projected a map that indicates which buildings are to be refurbished with bond funds. The primary project for the bond will be the construction of a new fine arts complex. The building will have space to teach traditional arts in addition to 3D technology, graphic design, and other art that leads students to jobs. He noted building F (fine arts building) is 50 years old and has accessibility problems. He shared photos of the problems in the athletic and fine arts buildings. He reviewed the budget as it stands and noted the cost may increase at the time of construction. He would like to include permanent bleachers, press box for athletics, and cadet restrooms, signal lights, and expand village scenario in the Public Safety Training Complex. He mentioned the possibility of upgrading the sound and lighting for the PCPA theatre in Solvang. He explained how projected tax rates would help fund the bond. He reviewed the proposal which includes issuing a \$75 million bond, removing all authorizations from Measure I (savings of \$34 million) with new bond net of \$41 million to replace aging facilities in Sana Maria and Solvang while upgrading the public safety training facility and provide funds to maintain campus technology. He reviewed the communities' support of the five projects which range from 71 to 87 percent. He said a resolution for the bond will be presented to the board of trustees for approval at the June board meeting.

11. Consent Agenda

On a motion by Trustee Pensa, seconded by Trustee Lahr, the board of trustees 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 the last few weeks have been filled with plans for commencement and other activities.

12.B. Board Member Reports

Trustee Hilker attended the Community College League of California conference. He went to workshops on emergency preparedness and fiscal responsibilities.

Trustee Lahr was able to attend the CSEA BBQ. Due to a work schedule conflict he was not able to attend the conference. He went to Friday Night Science and observed the large amount of attendees. He commended everyone involved for a doing a great job.

Trustee Zacarías also attended the conference. She enjoyed the trustee training on Guided Pathways and presentation on dream centers. She extended an invitation to attend a workshop to advocate for rights of undocumented students and dreamers. Trustee Pensa took note of Chancellor Oakley's vision for success. Chancellor Oakley is promoting for online college focus on stranded workers all over the state. He went to the league conference and attended a workshop on the new funding formula. He became very aware of how many things Hancock College is doing right.

Trustees Zacarías announced Trustee Pensa was elected to serve on the California Community College Trustee Board.

Trustee Hall enjoyed being a member of the Lompoc Valley Leadership Class. He recently visited Vandenberg Airforce Base to see a launch and toured the missile sites. He also attended the conference and noted the implementation of Assembly Bill 705 in fall 2019 was discussed.

Ms. Beas gave an overview of the recently held student elections. She invited everyone to student body year-end banquet.

12.C. Association Reports

1) Faculty Association

Roger Hall reported the association was finished negotiating the contract and will be voting in the next three days. He attended an independent union conference that discussed, among other topics, online university and pathways to success. He mentioned every school represented at the conference has declining enrollment and is interested in addressing online enrollment. He noted he came away feeling good about the work done at Hancock College.

2) Academic Senate

No report was given.

3) California School Employees Association

Yvette Andrade thanked the President's Office staff for helping organize the CSEA week BBQ. She gave an update on the amount of money raised for scholarships.

4) Associated Student Body Government

No report was given.

5) AHC Foundation

Trustee Hall gave a brief report on the amount raised by the Foundation to be added to the President's Circle fund. He noted over 100 new members have joined. He asked everyone to invited community members to join Hancock College ambassadors.

6) Management Association

No report was given.

7) Part-Time Faculty Association

Amy Ward reported 23 part-time faculty members have received associate status.

13. Action Items

13.A. Acceptance of Grants Approved

On a motion by Trustee Lahr, seconded by Trustee Pensa, the board of trustees voted to accept the grants approved on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

13.B. 2019-2020 & 2020-2021 Academic Calendar

On a motion by Trustee Lahr, seconded by Trustee Pensa, the board of trustees voted to approve the 2019-2020 & 2020-2021 academic calendars on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

13.C. Capital Project District Order of Priority for the State Five-Year Construction Plan.

On a motion by Trustee Lahr, seconded by Trustee Hilker, the board of trustees voted to approve the capital project district order of priority for the state five-year construction plan on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

- 13.D. Ratification of the Entire Agreement Between the Faculty Association and the Allan Hancock Joint Community College District for Fiscal Years 2018 - 2021

On a motion by Trustee Hall, seconded by Trustee Pensa, the board of trustees voted to approve the ratified agreement between the Allan Hancock Joint Community College District and the Faculty Association of Allan Hancock College, effective July 1, 2018 – June 30, 2021, pending ratification by the faculty association on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

- 13.E. Memorandum of Understanding Between the Allan Hancock Joint Community College District and the California School Employees Association, Chapter #251, Article 4, Association Rights

On a motion by Trustee Lahr, seconded by Trustee Hall, the board of trustees voted to table ratifying the memorandum of understanding (MO) between the District and the California School Employees Association, Chapter #251, on Article 4, Association ratification by both the Board and by CSEA Chapter #251 on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

- 13.F. Memorandum of Understanding Between the Allan Hancock Joint Community College District and the California School Employees Association, Chapter #251, Article 6, Evaluation of College District Police Officer

On a motion by Trustee Hilker, seconded by Trustee Lahr, the board of trustees voted to ratify the memorandum of understanding (MOU) between the District and the California School Employees Association, Chapter #251, Article 6, Evaluation of College District Police Officer, effective upon ratification by both the Board and by CSEA Chapter #251 on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías

Noes: None

Abstentions: None

Concur: Student Trustee

- 13.G. Restructure of Community Education

On a motion by Trustee Pensa, seconded by Trustee Hall, the board of trustees voted to approve the restructure of community education, including revised job descriptions and applicable salary range adjustments, as presented, retroactive to May 1, 2018 and pending CSEA ratification on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

13.H. Privileges of the Student Trustee

On a motion by Trustee Lahr, seconded by Trustee Hall, the board of trustees voted to afford the student member privileges as noted in Ed Code. 72023.5 on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

13.I. Resolutions 18-02 through 18-23 Honoring Retiring Employees

On a motion by Trustee Lahr, seconded by Trustee Pensa, the board of trustees voted to adopt resolutions 18-02 through 18-23 honoring retiring employees on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: Hilker from adopting resolution 18-09
 Concur: Student Trustee

13.J. Resolution 18-26, Honoring the Student Trustee

On a motion by Trustee Hall, seconded by Trustee Pensa, the board of trustees voted to adopt resolution 18-26, honoring the student trustee on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

13.K. Resolution 18-25, Order of Election

On a motion by Trustee Lahr, seconded by Trustee Pensa, the board of trustees voted to adopt resolution 18-25, Order of Election on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

13.L. Management and Executive Management Salary Schedule Changes

On a motion by Trustee Lahr, seconded by Trustee Pensa, the board of trustees voted to approve a change to the management and executive management salary schedules on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

13.M. Appointments of Educational Management Positions

On a motion by Trustee Pensa, seconded by Trustee Hall, the board of trustees voted to approve the appointment of Mitchel McCann, director, law enforcement training, public safety department, effective May 9, 2018; and approve the promotion of Dr. Robert Curry, associate superintendent/vice president, academic affairs, effective July 1, 2018 on a roll call vote as follows:

Ayes: Hall, Hilker, Lahr, Pensa, Zacarías
 Noes: None
 Abstentions: None
 Concur: Student Trustee

Trustee Zacarías left the meeting at 8:04 p.m.

14. Information

14.A. Grant Proposals Submitted

Dr. Walthers briefly reviewed the grant proposal.

14.B. First Reading: Retire Administrative Procedure 4030, Academic Freedom

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

14.C. First Reading: Revised Board Policy and Administrative Procedure 4920, Textbook Selection

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

14.D. First Reading: Revised Board Policy and Administrative Procedure 7600 Campus Police

Dr. Walthers noted the administrative procedure will include language regarding a department manual before the list of possible regulations.

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

14.E. Potential lease or alternative use opportunities of South Campus property.

Dr. Walthers said a company may be interested in leasing the college's 5.16 acres of real property located at College Drive and Enos Drive. The lease may provide revenue generating opportunities. In order to explore this opportunity, the board of

trustees will have to declare the South Campus property as surplus. He clarified that this does not mean the college is selling or leasing the property. He added that part of the property is on a month-to-month lease with a car dealership and the buildings are not state certified to have students in the rooms.

14.F. Employee Resignations and Retirements

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

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

Interim Associate Superintendent Nish recognized all the nursing program students that that helped the program be recognized as a Strong Workforce Gold Star Awardee. She acknowledged the staff attending regional workshops on the implementation of Assembly Bill 705.

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

Associate Superintendent Ornelas reported there are over 1,700 prospective Promise students and over 600 have completed their orientation, placement, educational plan, and financial aid application. She thanked everyone for their assistance in supporting the Promise program. She identified potential staff funding to help support a Dream Center and noted staff have applied for a grant to create a Dream Center.

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

Dr. Murphy mentioned his office provided high school data for the annual President's High School Roundtable. He gave an overview of data considered.

Trustee Hilker's connection to the meeting was terminated at 8:17 p.m.

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

Executive Director Houghton noted a video promoting The Hancock Promise on the Foundation's website.

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

Associate Superintendent Black reported all but one payment has been made to settle the Public Safety claims. He acknowledged staff for their work on the Banner update.

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

Associate Superintendent Black did not have additional information to report.

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

Associate Superintendent Black did not have additional information to report.

15. New Business

Trustee Hall commended Dr. Murphy on his awareness of Assembly Bill 705.

16. Calendar

Dr. Walthers shared events from the calendar.

17. Adjournment

Trustee Lahr adjourned the meeting at 8:24 p.m.

A handwritten signature in black ink, appearing to read 'K. Walthers', with a long horizontal flourish extending to the right.

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

CONSENT ITEM

To:	Board of Trustees	Date:	
From:	Superintendent/President		June 12, 2018
Subject:	Register of Warrants	Item Number:	12.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	\$ 2,129,006.66	
PAYROLL 4/1/18 – 4/30/18	5,028,177.97	
TOTAL GENERAL FUND		\$ 7,157,184.63
CHILD DEVELOPMENT FUND 9433		
INVOICE WARRANTS	5,342.42	
PAYROLL 4/1/18 – 4/30/18	71,134.00	
TOTAL CHILD DEVELOPMENT FUND		76,476.42
GO BOND CLEARING FUND 9446		
INVOICE WARRANTS	23,884.92	
TOTAL GO BOND CLEARING FUND		23,884.92
GO BOND BUILDING FUND 9447		
INVOICE WARRANTS	4,083,164.91	
TOTAL GO BOND BUILDING FUND		4,083,164.91
CAPITAL OUTLAY PROJECTS FUND 9441		
INVOICE WARRANTS	837,438.38	
TOTAL CAPITAL OUTLAY PROJECTS FUND		837,438.38
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	229.99	
TOTAL SELF INSURANCE HEALTH FUND		229.99
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>\$ 12,243,830.25</u>

RECOMMENDATION:

Staff recommends that the board of trustees approve commercial warrants 1863404 through 1863958 for a subtotal of \$7,144,517.28, and payroll warrants in the amount of \$5,099,311.97, for a grand total of \$12,243,830.25.

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

4/01/18-4/30/18
PAYROLL
FUND 9410

CERTIFICATED:

1100	Academic Salaries, regular schedule, instructional time	\$ 923,181.15
1200	Academic Salaries, regular schedule, non-instructional time	616,320.49
1300	Certificated Salaries other than regular schedule teaching	718,671.02
1400	Certificated Salaries other than contract non-teaching	141,174.73
3100	State Teachers Retirement	258,007.59
3300	Medicare	40,670.48
3400	Health and Welfare Benefits	161,193.54
3500	State Unemployment Insurance	1,213.66
3600	Worker's Compensation Insurance	45,003.54
3700	State Teachers Retirement/Cash Balance Plan/PARS	13,393.13
3911	Academic Retirement Incentive	-
	SUB TOTAL	\$ 2,918,829.33

CLASSIFIED:

2100	Classified Salaries, regular schedule	\$ 1,190,797.31
2200	Classified Instructional Aide Salaries, regular schedule	114,013.97
2300	Classified Salaries, hourly	69,862.87
2300	Student Workers, regular	115,668.15
2400	Instructional Aides, hourly	99,672.98
2400	Student Workers, Tutors, Peer Counselors	5,205.09
3200	Public Employees Retirement	202,845.30
3300	Social Security/Medicare	88,002.53
3400	Health and Welfare Benefits	197,296.49
3500	State Unemployment Insurance	582.64
3600	Worker's Compensation Insurance	23,089.83
3700	PARS	2,311.48
4512	Uniform Allowance	-
5113	Externships (Grants Only)	-
8890	Income released for stale dated warrant	-
	SUB TOTAL	\$ 2,109,348.64
	TOTAL FUND 9410	\$ 5,028,177.97

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	5,328.46
2100	Classified Salaries, regular schedule	6,064.53
2300	Classified Salaries, hourly	3,812.89
2300	Student Workers, regular	32,522.08
2400	Classified Salaries, non-regular schedule instructional aides	-
3100	State Teachers' Retirement System	2,371.99
3200	Public Employees Retirement System (PERS)	504.91
3300	Social Security/Medicare	596.60
3400	Health and Welfare Benefits	3,283.00
3500	State Unemployment Insurance	14.07
3600	Workers' Compensation Insurance	1,092.44
3700	State Teachers' Retirement/Cash Balance Plan	170.53
	SUB TOTAL	\$ 71,134.00
	TOTAL FUND 9433	\$ 71,134.00

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	\$ 5,099,311.97

Allan Hancock College Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
ACME AUTO LEASING LLC	LEASE PAYMENT OF 2018	21055000 6450	658.80		
			<u>658.80</u>		WA 00863404
ADVANCED DESIGN IN	RESTRIPE PARKING STALLS	69500003 6211	1,200.00		
	REPLACE TRAFFIC DOTS AT	69500003 6211	1,550.01		
	LABOR CHARGES	69500003 6212	1,900.00		
			<u>4,650.01</u>		WA 00863405
AHC - FOUNDATION	CASE CONFERENCE	60106104 5210	1,966.93		
	REIMBURSEMENT FOR ANNUAL	60106104 5670	11,400.00		
			<u>13,366.93</u>		WA 00863406
AHC - PART-TIME	Reimbursement for office	49420000 4520	266.35		
	Reimbursement for financial	49420000 5110	150.00		
	Reimbursement for utilities	49420000 5510	46.12		
	Reimbursement for utilities	49420000 5520	62.23		
	Reimbursement for rent per	49420000 5630	1,540.26		
			<u>2,064.96</u>		WA 00863407
AMAZON	POWER ADAPTER APPLE 85W	10040009 4315	489.54		
	Supplies for the Chemistry	19050007 4310	131.44		
	DYNAREX NITRILE EXAM	19050100 4311	115.90		
	DYNAREX NITRILE EXAM	19050100 4311	122.00		
	JUMP ROPE WITH CARRYING	21335000 4310	69.90		
	Instr Supplies for Intro to IT	09560001 4310	103.28		
	Instr Supplies for Intro to IT	09560001 4310	34.49		
	Instr Supplies for Intro to IT	09560001 4310	226.75		
	Instr Supplies for Intro to IT	09560001 4310	173.31		
	"Discovering Statistics Using	21040000 4310	31.20		
	"Essentials of Behavioral	21040000 4310	89.95		
	GFCC 60X102 INCH POLYESTER	66200000 4520	43.99		
	GFCC 60X102 INCH POLYESTER	66200000 4520	49.99		
	Shipping	66200000 4520	4.00		
	PURE GREEN WATER FILTER	66200000 4520	9.38		
	E-TEX 70 INCH ROUND	66200000 4520	65.94		
	STORE SMART KEY HOLDER -	66200000 4520	25.99		
	Operational Supplies	68400382 4520	30.43		
			<u>1,817.48</u>		WA 00863408
AMAZON	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	47.71		
	BSI MISC BOOKS 2/9/18-5/31/18	49306012 6310	17.07		
	BOOKS FOR SM LIBRARY	61201000 6310	-5.82		
	BOOKS FOR SM LIBRARY	61201000 6310	-6.88		
	BOOKS FOR SM LIBRARY	61201000 6310	-1.16		
	BOOKS FOR SM LIBRARY	61201000 6310	-13.96		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	15.00		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	946.82		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	424.44		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	89.14		
	BOOKS FOR SM LIBRARY	61201000 6310	1,500.26		
	BOOKS FOR SM LIBRARY	61201000 6310	50.88		
			<u>3,063.50</u>		WA 00863409

**Allan Hancock College
Warrant Register**

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
AMERICAN STAR TOURS	Field trip to LLNL March	60100703 4640	3,278.00		
	March 19, 2018 bus contract	60100703 4640	1,145.00		
	CHARTER BUS SERVICE	63220014 4640	3,257.00		
	CHARTER BUS SERVICE	63400007 4640	2,937.00		
	FIELD TRIP TRANSPORTATION	64300008 4640	4,209.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,291.00		
	CHARTER BUS SERVICE TO	64945000 4640	2,142.00		
			<u>18,259.00</u>		WA 00863410
AMERIPRIDE VALLEY	RAGS, APRONS AND SAFETY	67760000 5550	35.00		
			<u>35.00</u>		WA 00863411
AP TECHNOLOGY LLC	TRU600 Bottom Check (Blue)	69600000 4520	153.36		
	Shipping	69600000 4520	33.55		
			<u>186.91</u>		WA 00863412
Araujo, Leanna M.	Accr Salaries and Wages Payabl	00000010 9532	262.50		
			<u>262.50</u>		WA 00863413
B & H PHOTO-VIDEO	SONY MIRRORLESS DIGITAL	10080001 6410	1,591.15		
	SONY LITHIUM-ION BATTERY	10080001 6410	51.58		
	W-SERIES BATTERY	10080001 6410	32.72		
	ELECTRONIC TIMER/REG	10110003 6410	1,057.88		
	NEG CARRIER BESELER 35MM	10110007 4310	1,192.30		
			<u>3,925.63</u>		WA 00863414
Balderas, Bryant	BALDERAS, B. FP TEST REIMB	64900026 5820	20.00		
			<u>20.00</u>		WA 00863415
BARNES AND NOBLE	BOOKS FOR SM LIBRARY	49306012 6310	1,670.29		
			<u>1,670.29</u>		WA 00863416
BEAR-AIDE INC	ACADEMY REPORT LETTERING	21055000 4311	459.00		
			<u>459.00</u>		WA 00863417
BERCHTOLD EQUIPMENT	TRANS FLUID, KUBOTA	65511400 4520	48.82		
	HOSE 9, HYD PER	65511400 4520	31.31		
			<u>80.13</u>		WA 00863418
BEST WESTERN	Liliana Perez 4.12-13.18	63220014 4640	1,920.96		
	Liliana Perez 4.12-13.18	64900111 4640	1,440.72		
			<u>3,361.68</u>		WA 00863419
BLUE ROSE STUDIO	CERAMICS CLAY SUPPLIES	10021000 4311	914.80		
			<u>914.80</u>		WA 00863420
BOYS & GIRLS CLUB OF	BOYS & GIRLS CLUB OF SANTA	66200000 5222	150.00		
			<u>150.00</u>		WA 00863421
CAROLINA BIOLOGICAL	Supplies for Biology Labs,	04011007 4310	40.15		

Allan Hancock College Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
	Supplies for Biology Labs,	04011007 4310	71.71		
	SCIENCE LAB SUPPLIES	60100407 4310	109.68		
	Instructional Supplies for	04011007 4310	248.40		
	Instructional Supplies for	04011007 4310	47.52		
	Supplies for Biology Labs,	04011007 4310	-71.71		
	Supplies for Biology Labs,	04011007 4310	71.71		
			<u>517.46</u>		WA 00863422
CARQUEST AUTO PARTS	Instructional Supplies	09481107 4310	-101.44		
	Instructional Supplies	09481107 4310	124.57		
	Instructional Supplies	09481107 4310	11.78		
			<u>34.91</u>		WA 00863423
CARR'S BOOT SHOP	SAFETY BOOTS FOR	67343000 3920	125.00		
	SAFETY BOOTS FOR	67343000 3920	125.00		
	SAFETY BOOTS FOR	67343000 3920	99.88		
			<u>349.88</u>		WA 00863424
CDW GOVERNMENT INC	shipping credit	15010001 6411	-187.19		
	HP OFFICEJET PRO 8720	60106103 6411	194.39		
	HP 952XL - HIGH YIELD - CYAN	60106103 6411	32.68		
	HP 952XL - HIGH YIELD - BLACK	60106103 6411	42.69		
	HP 952XL - HIGH YIELD -	60106103 6411	32.68		
	HP 952XL - HIGH YIELD -	60106103 6411	30.79		
	HP OFFICEJET PRO 8720; QUOTE	60200200 6411	97.20		
	HP 952XL - HIGH YIELD - CYAN	60200200 6411	16.34		
	HP 952XL - HIGH YIELD - BLACK	60200200 6411	21.35		
	HP 952XL - HIGH YIELD -	60200200 6411	15.40		
	HP 952XL - HIGH YIELD -	60200200 6411	16.34		
	HP OFFICEJET PRO 8720; QUOTE	66201000 6411	97.19		
	HP 952XL - HIGH YIELD - CYAN	66201000 6411	16.34		
	HP 952XL - HIGH YIELD - BLACK	66201000 6411	21.34		
	HP 952XL - HIGH YIELD -	66201000 6411	15.39		
	HP 952XL - HIGH YIELD -	66201000 6411	16.34		
	APC RBC4 Replacement Battery	67873200 4520	56.24		
	APC RBC7 Replacement Battery	67873200 4520	173.55		
	APC RBC24 Replacement UPS	67873200 4520	942.39		
	APC RBC6 Replacement Battery	67873200 4520	160.94		
	APC RBC7 Replacement Battery	67873200 4520	232.68		
	APC RBC57 Replacement Battery	67873200 4520	266.62		
	APC RBC-132 Replacement	67873200 4520	232.69		
	APC RBC-34 Replacement	67873200 4520	1,114.99		
	APC RBC-34 Replacement	67873200 4520	223.00		
	RECYCLING FEE	15010001 5571	90.00		
	shipping	15010001 6411	187.19		
	APPLE MACBOOK AIR - 13.3" -	15010001 6411	18,460.61		
	Crucial DDR3 4GB SO DIMM 204	67873200 4514	316.35		
	Crucial DDR3 8GB SO-DIMM 204	67873200 4514	322.10		
	Recycling Fee; CDW # 654810	67873200 5571	6.00		
	Apple iMac w/Retina 4K	67873200 6411	1,342.18		
			<u>24,606.80</u>		WA 00863425
CENTRAL CITY LEASING	CHEVROLET PICKUP, 2016	67772000 6450	473.85		

Allan Hancock College

Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
	CHEVROLET PICKUP, 2016	67772000 6450	473.85 947.70		WA 00863426
CITY OF SANTA MARIA	WATER SERVICES AND	65700000 5530	763.79		
	WATER SERVICES AND	68103000 5530	190.95 954.74		WA 00863427
CITY OF SANTA MARIA	FALSE ALARM CHARGES FOR	67775000 5590	280.40 280.40		WA 00863428
CITY OF SANTA MARIA SM	Sub Recipient Agreement	68400382 5112	894.21 894.21		WA 00863429
CLEANTECH	USED MOTOR OIL DISPOSAL	67710000 5570	95.00 95.00		WA 00863430
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	131.23 131.23		WA 00863431
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	35.95 35.95		WA 00863432
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	126.14 126.14		WA 00863433
CULLIGAN OF LOMPOC	MONTHLY RENTAL FOR	04011100 5690	23.50 23.50		WA 00863434
CUSTOM COLORS &	Auto Body Instr Supplies	09482007 4310	100.85		
	Auto Body Instr Supplies	09482007 4310	455.10 555.95		WA 00863435
De Jounge, Alexandra A	REIMBURSEMENT FOR	64400002 4530	130.58 130.58		WA 00863436
DEPT OF FORESTRY &	FSTEP COURSE FIRE ACADEMY	21335000 4311	560.00		
	SHIPPING	21335000 4311	8.00 568.00		WA 00863437
ELLUCIAN COMPANY LP	Professional Services for	71302000 5112	45,476.32		
	Professional Services for	71302000 5112	46,012.95		
	Performance Cloud Subscription	71302000 5670	12,350.00		
	Learning Cloud Subscription	71302000 5670	12,350.00		
	Talent Management Suite:	71302000 5670	8,075.00		
	Talent Management Suite:	71302000 5670	13,300.00		
	Subscription for Travel &	71302000 5670	23,400.00 160,964.27		WA 00863438
EMERALD WAVE MEDIA	30-SECOND SPOT PROMOTING	67111000 5880	500.00 500.00		WA 00863439

Allan Hancock College

Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
EWING IRRIGATION	LANDSCAPE SUPPLIES	65510000 4520	123.41		
			<u>123.41</u>		WA 00863440
FENCE FACTORY	6" Ind double wheel assy	09480000 4520	63.61		
	5" safe trk wheel ps	09480000 4520	83.83		
			<u>147.44</u>		WA 00863441
FERGUSON ENTERPRISES	PLUMBING SUPPLIES	65110000 4520	20.42		
	PLUMBING SUPPLIES	65110000 4520	32.25		
			<u>52.67</u>		WA 00863442
FRANCES V RUSHING	LIGHTLY PRESSURE WASH	65110000 5112	850.00		
	LIGHTLY PRESSURE WASH	65110000 5112	1,850.00		
			<u>2,700.00</u>		WA 00863443
FREESTYLE	EPSON P800 BLACK INK	10021007 4310	118.42		
	EPSON P800 LT BLACK INK	10021007 4310	118.42		
	EPSON P800 LT-LT BLACK INK	10021007 4310	118.42		
	EPSON P800 YELLOW INK	10021007 4310	118.42		
	EPSON P800 LITE CYAN INK	10021007 4310	118.42		
	ARISTA 8X LOUPE	10021007 4310	45.73		
	SHIPPING	10021007 4310	35.99		
			<u>673.82</u>		WA 00863444
FRONTIER	TELEPHONE SERVICE	65700000 5540	3,029.27		
			<u>3,029.27</u>		WA 00863445
GREENHAVEN	BSI MISC. BOOKS	49306012 6310	349.63		
	BSI MISC. BOOKS	49306012 6310	796.18		
			<u>1,145.81</u>		WA 00863446
GWS AUTOMOTIVE TRUCK	SERVICE CALL - ADJUSTED	65110000 5650	15.00		
	TRAVEL CHARGES	65110000 5650	148.00		
	CONCRETE AND REBAR	65110400 6211	388.80		
	LABOR CHARGES	65110400 6212	4,400.00		
			<u>4,951.80</u>		WA 00863447
HARDY DIAGNOSTICS	SCIENCE LAB SUPPLIES	60100407 4310	131.67		
	SCIENCE LAB SUPPLIES	60100407 4310	44.73		
			<u>176.40</u>		WA 00863448
HAYWARD LUMBER INC	MAINTENANCE SUPPLIES	65110000 4520	9.89		
			<u>9.89</u>		WA 00863449
HOME MOTORS	CONTROL, 25924082	67772000 4520	58.48		
			<u>58.48</u>		WA 00863450
INDUSTRIAL MEDICAL	MEDICAL EXPENSES JULY 1,	67300100 5821	100.00		
	MEDICAL EXPENSES JULY 1,	67300100 5821	100.00		
			<u>200.00</u>		WA 00863451

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
INNERTAINMENT	CA Dept Corrections Contract	68910001 5670	161,106.07		
			<u>161,106.07</u>		WA 00863452
INSTITUTE OF BEAUTY	AGREEMENT FOR	30070000 5130	32,830.20		
	AGREEMENT FOR	30070000 5630	21,886.80		
			<u>54,717.00</u>		WA 00863453
INTERMOUNTAIN LOCK	KEYPAD, MULTI-TECHNOLOGY	65110400 4520	282.42		
	KEY/LOCK SUPPLIES	65110000 4520	21.99		
	KEY/LOCK SUPPLIES	65110000 4520	43.46		
	KEY/LOCK SUPPLIES	65110000 4520	251.31		
			<u>599.18</u>		WA 00863454
JACK'S REPAIR & SALES	KIT, SP CASTER WHEEL,	65511400 4520	258.07		
	SPACER, EXM-513547	65511400 4520	23.16		
			<u>281.23</u>		WA 00863455
KELLY PAPER CO	PAPER CONSUMABLES FOR	67762000 4520	855.68		
	PAPER CONSUMABLES FOR	67762000 4520	645.53		
			<u>1,501.21</u>		WA 00863456
KINCARES INC	AMENDMENT FOR ADDITIONAL	3051021 5112	1,500.00		
			<u>1,500.00</u>		WA 00863457
LAWTECH PUBLISHING CO	2018 CA Vehicle Code Books -	21055000 4311	604.80		
	2018 CA Penal Code Books -	21055000 4311	777.60		
	Shipping	21055000 4311	82.50		
			<u>1,464.90</u>		WA 00863458
LEE CENTRAL COAST	MONTHLY ONLINE	67111000 5880	800.00		
	FULL-PAGE, COLOR DISPLAY AD	67111000 5880	1,500.00		
	FULL-PAGE, COLOR DISPLAY AD	67111000 5880	1,500.00		
			<u>3,800.00</u>		WA 00863459
LOMPOC UNIFIED SCHOOL	BUS CHARTER CABRILLO HS TO	63220008 4640	293.00		
	BUS CHARTER LOMPOC HS TO	63220008 4640	319.00		
	BUS CHARTER MAPLE HS TO	63220008 4640	245.00		
			<u>857.00</u>		WA 00863460
MACKS CANVAS &	CANVAS AWNING WITH	67761001 6211	743.27		
	LABOR CHARGES	67761001 6212	1,150.00		
			<u>1,893.27</u>		WA 00863461
Mathieu, Dorine M	Reimb for food - AAUW	60100703 4710	18.11		
			<u>18.11</u>		WA 00863462
MCGRAW-HILL/ALEKS	ALEKS K-12 Five Month	49306022 5670	3,162.50		
	K 12 5 month ALEKS	49306022 5670	3,162.50		
			<u>6,325.00</u>		WA 00863463
MISSION LINEN &	LAUNDRY SERVICES FOR AUTO	09482000 5550	8.67		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	LAUNDRY SERVICES FOR AUTO	9480000 5550	32.15		
	UNIFORM SERVICES/TOWELS	67772000 5550	33.39		
	LAUNDRY SERVICES FOR AUTO	9482000 5550	8.67		
			<u>82.88</u>		WA 00863464
NOBLE POWER	GEAR CASE/OILER ASSY-PPT,	65511400 4520	121.45		
	SHIP AND HANDLING	65511400 4520	6.43		
			<u>127.88</u>		WA 00863465
NOVA COLOR ARTISTS	CADMIUM YELLOW MED-QT	10021007 4310	26.81		
	CADMIUM YELLOW-LIGHT QT	10021007 4310	26.81		
	CADMIUM RED MED-QT	10021007 4310	44.24		
	QUINACRIDONE MAGENTA-	10021007 4310	32.71		
	ULTRAMARINE BLUE-QUART	10021007 4310	15.02		
	PHTHALO BLUE DEEP GREEN	10021007 4310	18.23		
	BONE/IVORY BLACK-QUART	10021007 4310	13.41		
	TITANIUM WHITE-QUART	10021007 4310	16.62		
	EXTERIOR VARNISH-GALLON	10021007 4310	34.32		
	SHIPPING	10021007 4310	30.27		
			<u>258.44</u>		WA 00863466
Ochoa, Damian J	OCHOA, D. FP TEST REIMB FOR	64900026 5820	31.00		
			<u>31.00</u>		WA 00863467
OFFICE DEPOT INC	SUPPLIES FOR STUDENT	21055000 4311	302.39		
	SUPPLIES FOR STUDENT	21055000 4311	69.98		
			<u>372.37</u>		WA 00863468
ORCHARD	HARDWARE SUPPLIES	65110000 4520	25.08		
	HARDWARE SUPPLIES	65110000 4520	7.79		
	HARDWARE SUPPLIES	65110000 4520	4.72		
	HARDWARE SUPPLIES	65110000 4520	18.44		
	SUPPLIES FOR GROUNDS DEPT.	65510000 4520	128.75		
	HARDWARE SUPPLIES	65110000 4520	17.43		
	HARDWARE SUPPLIES	65110000 4520	39.52		
			<u>241.73</u>		WA 00863469
ORCUTT CHILDREN'S	2018 OCAF GALA SPONSORSHIP	66200000 5880	1,500.00		
			<u>1,500.00</u>		WA 00863470
PATON GROUP	Heat Press Hotronix Auto Clam	68400382 6410	1,431.00		
	Lower Platen Cover	68400382 6410	48.60		
	Counter Caddie	68400382 6410	216.00		
	Teflon Sheet	68400382 6410	27.00		
	Shipping	68400382 6410	125.00		
			<u>1,847.60</u>		WA 00863471
Perez, Liliana Mayte	REIMB FOR SNACKS	63220008 4710	139.37		
			<u>139.37</u>		WA 00863472
PLAY IT AGAIN SPORTS	FOUR WAY PITCHERS RUBBER	69621000 4520	86.39		
	WALK OFF IV BAT PACK RY	69621000 4520	754.76		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	WRIST PLAYBOOK YOUTH RYL	69621000 4520	112.18		
	SHIPPING CHARGE	69621000 4520	80.00		
			<u>1,033.33</u>		WA 00863473
POWERSTRIDE BATTERY	BATTERY, 31S-9MF 950	67772000 4520	247.92		
	CA BATTERY RECYCLING FEE	67772000 4520	2.00		
			<u>249.92</u>		WA 00863474
PPG ARCHITECTURAL	PAINT SUPPLIES	65110000 4520	20.37		
	PAINT SUPPLIES	65110000 4520	71.43		
	PAINT SUPPLIES	65110000 4520	28.66		
	PAINT SUPPLIES	65110000 4520	27.86		
	PAINT SUPPLIES	65110000 4520	18.46		
	PAINT SUPPLIES	65110000 4520	19.56		
			<u>186.34</u>		WA 00863475
PRAXAIR DISTRIBUTION	CYLINDER RENTAL FOR	10091020 4311	27.37		
			<u>27.37</u>		WA 00863476
PROCARE JANITORIAL	CUSTODIAL SUPPLIES	65311400 4520	43.96		
	CUSTODIAL SUPPLIES FOR	65311000 4520	105.84		
	CUSTODIAL SUPPLIES FOR	65311000 4520	1,643.82		
	CUSTODIAL SUPPLIES FOR	65311000 4520	180.77		
	CUSTODIAL SUPPLIES FOR	65311000 4520	46.43		
			<u>2,020.82</u>		WA 00863477
PROQUEST LLC	BOOKS FOR SM LIBRARY	61201000 6310	1,062.66		
	BOOKS FOR SM LIBRARY	61201000 6310	1,052.86		
	BOOKS FOR SM LIBRARY	61201000 6310	567.80		
	BOOKS FOR SM LIBRARY	61201000 6310	439.54		
	BOOKS FOR SM LIBRARY	61201000 6310	507.47		
	BOOKS FOR SM LIBRARY	61201000 6310	110.21		
	BOOKS FOR SM LIBRARY	61201000 6310	542.20		
	BOOKS FOR SM LIBRARY	61201000 6310	155.88		
			<u>4,438.62</u>		WA 00863478
PROQUEST LLC	MISC. BOOKS FROM LOLA	61201009 6310	305.62		
			<u>305.62</u>		WA 00863479
QUALTRICS LLC	RESEARCH SUITE LICENSE -	66201005 5322	1,469.00		
			<u>1,469.00</u>		WA 00863480
RAVATT ALBRECHT AND	ARCHITECTURAL SERVICES	09340011 6220	3,625.00		
			<u>3,625.00</u>		WA 00863481
RAYNE WATER	REVERSE OSMOSIS FOR	65700000 5690	163.95		
	REVERSE OSMOSIS: BLDG B 204	67220002 5690	25.95		
			<u>189.90</u>		WA 00863482
READYREFRESH BY	WATER DELIVERY SERVICE	65510000 4710	101.91		
			<u>101.91</u>		WA 00863483

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
ROBERTSON GOMEZ	SMOG TESTING FOR VEHICLES	67772000 5650	24.95		
	SMOG TESTING FOR VEHICLES	67772000 5650	24.95		
	SMOG TESTING FOR VEHICLES	67772000 5650	24.95		
			<u>74.85</u>		WA 00863484
SAFEWAY INC - VONS	SCIENCE LAB SUPPLIES	60100407 4310	24.74		
	Instructional Supplies for	04011007 4310	12.47		
			<u>37.21</u>		WA 00863485
SANTA BARBARA CO ED	SANTA BARBARA COUNTY	66200000 5222	35.00		
			<u>35.00</u>		WA 00863486
SANTA BARBARA CO	Sub-recipient agreement:	09522002 5112	5,013.62		
			<u>5,013.62</u>		WA 00863487
SANTA BARBARA CO ENV	ANNUAL HAZARDOUS	67710000 5320	829.00		
			<u>829.00</u>		WA 00863488
SANTA BARBARA CO ENV	ANNUAL HAZARDOUS	67710000 5320	1,035.00		
			<u>1,035.00</u>		WA 00863489
SANTA BARBARA CO ENV	ANNUAL HAZARDOUS	67710000 5320	1,012.00		
			<u>1,012.00</u>		WA 00863490
SANTA BARBARA CO	RECRUIT TRAINING OFFICER-	21055000 5130	25,000.00		
			<u>25,000.00</u>		WA 00863491
SANTA MARIA ARTS	SPONSORSHIP FOR SANTA	66200000 5880	500.00		
			<u>500.00</u>		WA 00863492
SANTA MARIA BONITA	Transportation for 120	60200141 4640	152.30		
	Transportation for 120	60200141 4640	306.90		
			<u>459.20</u>		WA 00863493
SANTA MARIA SEWING	INSTRUCTIONAL SUPPLIES FOR	3030021 4311	293.34		
			<u>293.34</u>		WA 00863494
SCANTRON CORPORATION	Scantron 882-E, 500/pkg	09000017 4310	226.64		
	Freight	09000017 4310	19.12		
			<u>245.76</u>		WA 00863495
SCHOOL OUTFITTERS LLC	Adjustable Height Active	67343000 4520	158.75		
	Shipping	67343000 4520	12.03		
			<u>170.78</u>		WA 00863496
Servin-Rodriguez, Marcos J	SERVIN, M. FP TEST REIMB FOR	64900026 5820	20.00		
			<u>20.00</u>		WA 00863497
Shamburger, Ianniss M	SHAMBURGER, I. FP TEST REIMB	64900019 5820	20.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			20.00		WA 00863498
SKUTT CERAMICS	PART# 0239 ELECTRIC KILN	10021007 4310	4.00		
	UPS SHIPPING	10021007 4310	7.05		
	PART# 0239 ELECTRIC KILN	10021007 4310	48.00		
	UPS SHIPPING	10021007 4310	9.12		
			68.17		WA 00863499
SKYLINE FLOWER	INSTRUCTIONAL SUPPLIES FOR	1092020 4311	185.25		
			185.25		WA 00863500
SMART & FINAL	FOOD FOR STUDY A THON AND	63220014 4710	55.71		
	Instructional Supplies thru	13063000 4310	15.19		
	Instructional Supplies trough	13063000 4311	29.46		
	FOOD SUPPLIES FOR UTC	63300000 4710	42.47		
	Instructional Supplies thru	13063000 4310	41.52		
			184.35		WA 00863501
SMITH PIPE & SUPPLY INC	LANDSCAPE SUPPLIES	65510000 4520	194.84		
			194.84		WA 00863502
SMS DESIGNS	FIRE ACADEMY DECALS TO BE	21335000 4520	379.20		
	DIGITIZING	21335000 4520	21.50		
			400.70		WA 00863503
SOUTH SIDE COFFEE CO	FOOD FOR MEET W/A	63221021 4710	100.00		
	FOOD FOR MEET W/A	63221021 4710	100.00		
			200.00		WA 00863504
SOUTHERN CALIFORNIA	GAS SUPPLY 7/1/17-6/30/18	65700000 5510	2,291.17		
	GAS SUPPLY 7/1/17-6/30/18	68103000 5510	572.79		
			2,863.96		WA 00863505
SPORT & CYCLE TEAM	FILL IN CHAMPS JACKETS	69620500 4520	650.87		
	SHIPPING	69620500 4520	52.56		
			703.43		WA 00863506
STRATA INFORMATION	Travel expenses	63220001 5112	907.50		
	Professional Services for	63221021 5112	1,162.50		
	Professional Services for	63221021 5112	310.00		
	Professional Services for	63221021 5112	952.50		
			3,332.50		WA 00863507
TACOMAN EXPRESS	FOOD FOR LAUNCH TO	63220008 4710	1,894.00		
			1,894.00		WA 00863508
TESTA CATERING	ADDTL VEGETARIAN FOOD	63221021 4710	23.09		
			23.09		WA 00863509
Treur, Kristy J	REIMBURSEMENT FOR CLASS	03030000 4311	122.72		
	REIMBURSEMENT FOR CLASS	03030000 4311	88.61		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			211.33		WA 00863510
UNITED REFRIGERATION	HVAC SUPPLIES	65110000 4520	55.90		
	HVAC SUPPLIES	65110000 4520	-0.52		
			55.38		WA 00863511
UNITED SITE SERVICES OF	SERVICE MONTHLY THREE	68102000 5570	330.00		
			330.00		WA 00863512
VERIZON WIRELESS	MONTHLY CHARGES FOR	08350000 5540	38.01		
			38.01		WA 00863513
VERIZON WIRELESS	CELL PHONE MONTHLY	65110000 5540	32.25		
			32.25		WA 00863514
WARD'S SCIENCE INC	TUBESHALOBACTERIUM	04010100 4311	32.39		
	SLIDE MICROSCOPE	04010100 4311	58.26		
	BACTERIAL TRANSFORMATION	04010100 4311	107.02		
	Supplies for Biology Labs,	04011007 4310	143.66		
			341.33		WA 00863515
YANKEE BOOK PEDDLER	BOOKS FOR SM LIBRARY	61201000 6310	2,534.78		
	BOOKS FOR SM LIBRARY	61201000 6310	5.88		
	BOOKS FOR SM LIBRARY	61201000 6310	386.12		
	BOOKS FOR SM LIBRARY	61201000 6310	1.00		
			2,927.78		WA 00863516
RAVATT ALBRECHT AND	ARCHITECTURAL SERVICES	71800023 5112	6,500.00		
			6,500.00		WB 00863517
STATE OF CA DEPT OF	Return unearned revenue	33697019 8699	2,319.00		
			2,319.00		WE 00863518
SYSCO FOOD SERVICES OF	Food Supplies for Children's	33697017 4710	1,333.23		
			1,333.23		WE 00863519
ELLUCIAN COMPANY LP	Ellucian Portal project	71301000 5112	747.00		
	Travel expense	71301000 5112	2,000.00		
	Ellucian Portal project	71730005 5112	9,280.42		
			12,027.42		WH 00863520
ELLUCIAN COMPANY LP	Ellucian Portal project	71730005 5112	794.75		
			794.75		WI 00863521
JULIE A. HERZOG	PO 120452 Sinanian Settlement	71710005 5730	3,400,000.00		
			3,400,000.00		WI 00863522
ACTLA	Elaine Healy 4.25-28.18	63220014 5210	405.00		
			405.00		WA 00863523
ACTLA	Mary Alice Majoue 4.25-28.18	63220014 5210	375.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			375.00		WA 00863524
Aldama, Raul Martinez	CCCSFAAA Conference	64642002 5210	90.00		
			90.00		WA 00863525
BEST WESTERN PLUS	Ashley Brackett 4.26-27.18	63220014 4640	4,742.01		
			4,742.01		WA 00863526
Brackett, Ashley R	4.26-27.18	63220014 4640	4,900.00		
			4,900.00		WA 00863527
Bruce, William B	CCCEOPSA Conference	64300002 5210	79.43		
	CCCEOPSA Conference	64300008 5210	79.42		
			158.85		WA 00863528
CALIFORNIA COMMUNITY	Veronica West 4.22-25.18	63230018 5210	295.00		
			295.00	M RV	WA 00863529
Camacho, Jorge L	Mileage reimbursement	63220001 5210	50.79		
			50.79		WA 00863530
CROWNE PLAZA	Elaine Healy 4.25-28.18	63220014 5210	504.62		
			504.62		WA 00863531
CROWNE PLAZA	Mary Alice Majoue 4.25-28.18	63220014 5210	504.65		
			504.65		WA 00863532
Davis, Joanna B	Mileage reimbursement	63221021 5210	342.10		
			342.10		WA 00863533
Deleon, Gregory J	CCCSFAAA Conference	64642002 5210	173.01		
			173.01		WA 00863534
Diaz, Cynthia R	4/19-21/18	63220014 5210	1,170.00		
			1,170.00		WA 00863535
Diaz, Cynthia R	Mileage reimbursement	63230018 5210	39.24		
			39.24		WA 00863536
Doty, Lori A	CCCApplly Workshop	64642002 5210	31.00		
			31.00		WA 00863537
Garcia Bautista, Gemma	UniversityToursForStudents	63220014 4640	85.00		
			85.00		WA 00863538
Hamer, Philip Glen	OmniUpdateUserTrainingConf	67520002 5210	2,000.00		
	OmniUpdateUserTrainingConf	67873000 5210	915.06		
			2,915.06		WA 00863539

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Henretta, Joan K	CCCApply Workshop	64642002 5210	244.28		
			<u>244.28</u>		WA 00863540
Hernandez, Lisa M	Fred Pryor Seminar	67520002 5210	216.19		
			<u>216.19</u>		WA 00863541
Keinert, Kevin R	Cybersecurity Symposium	60100201 5210	107.00		
			<u>107.00</u>		WA 00863542
Kelly, Sharan D	Mileage reimbursement	67300100 5210	78.48		
			<u>78.48</u>		WA 00863543
KNOTT'S BERRY FARM	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
	Cynthia Diaz 4.19-21.18	63220014 5210	271.32		
			<u>1,899.24</u>		WA 00863544
KNOTT'S BERRY FARM	Claudia Diaz 4.19-21.18	63220014 5210	271.32		
			<u>271.32</u>		WA 00863545
KNOTT'S BERRY FARM	Ana Gomez de Torres 4.19-21.18	63220014 5210	271.32		
			<u>271.32</u>		WA 00863546
KNOTT'S BERRY FARM	Dayana Zepeda 4.19-21.18	63220014 5210	271.32		
			<u>271.32</u>		WA 00863547
LATINA LEADERSHIP	Cynthia Diaz 4.19-21.18	63220014 5210	300.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
	Cynthia Diaz 4.19-21.18	63220014 5210	400.00		
			<u>5,100.00</u>		WA 00863548
LATINA LEADERSHIP	Claudia Diaz 4.19-21.18	63220014 5210	400.00		
			<u>400.00</u>		WA 00863549
LATINA LEADERSHIP	Ana Gomez de Torres 4.19-21.18	63220014 5210	300.00		
			<u>300.00</u>		WA 00863550

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
LATINA LEADERSHIP	Dayana Zepeda 4.19-21.18	63220014 5210	300.00 300.00		WA 00863551
LEADING FROM WITHIN	Alex Spiess 3.28.18-1.30.19	67520002 5210	600.00 600.00		WA 00863552
Luque, Robert Anthony	Mileage reimbursement	62100100 5210	16.90 16.90		WA 00863553
Mabry, Robert D	CCC MakerInternshipSymposium	68400382 5210	478.80 478.80		WA 00863554
MARGARITA	Seth Damron 4.13.18	08361002 4640	1,039.50 1,039.50		WA 00863555
Mcguire, Patrick H	CITEA State Conference CCCAOE Conf	60200141 5210 60200143 5210	242.00 948.28 1,190.28		WA 00863556
Millan, Jose A	Mileage reimbursement	63221021 5210	59.19 59.19		WA 00863557
Montanez-Rodriguez, Carmen	StudentLearningOutcomesSymposi	60200400 5210	636.09 636.09		WA 00863558
Nolan-Chavez, Holly	LawrenceLivermoreNat'lLabTour	68400301 5210	310.11 310.11		WA 00863559
Parisi, Robert	CCCApply Workshop	64642002 5210	481.00 481.00		WA 00863560
Perez, Diana M	Mileage reimbursement	64900006 5210	310.66 310.66		WA 00863561
Perez, Liliana Mayte	Breakfast/Lunch 4.12-13.18 Breakfast/Lunch 4.12-13.18	63220014 4640 64900111 4640	1,320.00 480.00 1,800.00		WA 00863562
Perez, Liliana Mayte	StudentDinners 4.12-13.18 StudentDinners 4.12-13.18	63220014 4640 64900111 4640	497.01 439.53 936.54		WA 00863563
Reyes, Griselda	Mileage reimbursement	63220014 5210	106.49 106.49		WA 00863564
SANTA MARIA COUNTRY	Holly Costello 2.9.18	66201000 4710	2,132.78 2,132.78		WA 00863565
Santos, Itzelt A	Mileage reimbursement	64900006 5210	159.91 159.91		WA 00863566

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
SHERATON	Veronica West 4.22-25.18	63230018 5210	396.72		
			396.72	M RV	WA 00863567
Sims, Nathan W	Mileage reimbursement	63102001 5210	28.34		
			28.34		WA 00863568
Tuan, Juanita C	AB 540 Dreamers Workshops	63220014 4710	64.48		
			64.48		WA 00863569
US COACHWAYS	Ashley Brackett 4.26-27.18	63220014 4640	2,318.67		
			2,318.67		WA 00863570
ALL AMERICAN SCREEN	BLACK BUTCHER STYLE STAIN	67761001 4520	208.20		
	BLACK COTTON BLEND	67761001 4520	407.12		
	XXL CHARGE FOR XXL	67761001 4520	4.32		
	GRAY WORK VEST,	67761001 4520	272.16		
	XXL CHARGE FOR XXL VEST, \$8	67761001 4520	2.16		
	BLACK BASEBALL STYLE	67761001 4520	311.04		
	EMBROIDER SET UP FEE	67761001 4520	37.80		
			1,242.80		WA 00863571
AMAZON	SanDisk Ultra CZ48 256GB USB	17010007 4310	63.72		
	nitrile gloves, small	19050000 4311	189.24		
			252.96		WA 00863572
AMAZON	BOOKS FOR SM LIBRARY	61201000 6310	137.96		
			137.96		WA 00863573
AMERICAN BUSINESS	IR4251 SN#RKP06410	63220001 5640	50.43		
	IR2525 SN#RMU01022	63220003 5640	83.30		
	IR4251 SN#RKP09130	63220003 5640	123.53		
	IR4225 SN#RKF10470	63220014 5640	104.34		
	MAINTENANCE AGREEMENT,	64300002 5640	11.08		
	MAINTENANCE AGREEMENT,	64300002 5640	12.27		
	MAINTENANCE AGREEMENT,	64300008 5640	11.08		
	MAINTENANCE AGREEMENT,	64300008 5640	12.27		
	MAINTENANCE AGREEMENT,	64300202 5640	35.90		
	IR5050 SN#CHE09176	64642002 5640	55.16		
	MAINTENANCE AGREEMENT,	64900111 5640	71.53		
	MAINTENANCE FOR IP C60	67710300 5640	500.41		
	IR3570 SN#KFBV07627	64900006 5640	88.35		
	COPIER CONSUMABLES	67762000 4520	685.80		
	STAPLES FOR:	68101000 4520	63.72		
			1,909.17		WA 00863574
AMERICAN INDUSTRIAL	FIRE ACADEMY OPERATIONAL	21335000 4520	37.22		
			37.22		WA 00863575
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
			1,080.00		WA 00863576

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
AMERIPRIDE VALLEY	RAGS, APRONS AND SAFETY	67760000 5550	35.00		
			<u>35.00</u>		WA 00863577
APPRENTICE &	Sub-recipient Agreement:	09523002 5112	15,000.00		
			<u>15,000.00</u>		WA 00863578
AQUA SYSTEMS INC	AQUA BRIGHT BLEACH 5 GAL	08350000 4520	97.15		
	SOFT BALANCE 5 GAL	69610000 4520	132.79		
	5 GAL CONTAINER	69610000 4520	13.99		
			<u>243.93</u>		WA 00863579
ARAMARK UNIFORM	MONTHLY TOWEL RENTAL FOR	21055000 5550	17.25		
	MONTHLY TOWEL RENTAL FOR	21335000 5550	17.25		
			<u>34.50</u>		WA 00863580
ARROYO GRANDE HIGH	FULL-PAGE, FULL-COLOR	67111000 5880	140.00		
			<u>140.00</u>		WA 00863581
B & H PHOTO-VIDEO	REPLACEMENT LAMP-	21055011 6412	436.04		
	LCD PROJECTOR/REG-	21055011 6412	1,650.75		
			<u>2,086.79</u>		WA 00863582
BREMER AUTO PARTS	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	-158.49		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	158.49		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	33.82		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	40.93		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	49.06		
	FIRE ACADEMY OPERATIONAL	21335000 4520	2.14		
			<u>125.95</u>		WA 00863583
CAL STATE AUTO PARTS	Instructional Supplies for	09481107 4310	-296.04		
	Instructional Supplies for	09481107 4310	-74.43		
	Instructional Supplies for	09481107 4310	74.43		
	Instructional Supplies for	09481107 4310	18.72		
	Instructional Supplies for	09481107 4310	341.16		
	Instructional Supplies for	09481107 4310	119.04		
			<u>182.88</u>		WA 00863584
CAROLINA BIOLOGICAL	Hydra, catalog #132800, ship	04011007 4310	8.97		
	Planaria, brown, catalog	04011007 4310	10.21		
	Shipping & Handling	04011007 4310	11.88		
			<u>31.06</u>		WA 00863585
CARR'S BOOT SHOP	SAFETY BOOTS FOR	67343000 3920	125.00		
			<u>125.00</u>		WA 00863586
CDW GOVERNMENT INC	Recycling Fee	67873200 5571	36.00		
	Dell Optiplex 7050 - MT	67873200 6411	5,218.21		
	Dell P2417H LED Monitor HD	67873200 6411	1,370.46		
			<u>6,624.67</u>		WA 00863587

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
CITY OF BUELLTON	Facilities Use - Room use on	13051021 5630	100.00		
			<u>100.00</u>		WA 00863588
CITY OF LOMPOC	COMMERCIAL LIGHT ELECTRIC	65700400 5520	13,174.23		
	WATER SERVICES	65700400 5530	4,972.47		
	WASTE DISPOSAL/SEWER FEES	65700400 5570	1,797.98		
			<u>19,944.68</u>		WA 00863589
CITY OF SANTA MARIA SM	Sub Recipient Agreement	68400382 5112	2,308.51		
			<u>2,308.51</u>		WA 00863590
CITY OF SANTA MARIA SM	Sub Recipient Agreement	68400382 5112	343.16		
			<u>343.16</u>		WA 00863591
CITY OF SANTA MARIA SM	Sub Recipient Agreement	68400382 5112	318.59		
			<u>318.59</u>		WA 00863592
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5550	216.10		
			<u>216.10</u>		WA 00863593
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	236.05		
			<u>236.05</u>		WA 00863594
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	2,380.25		
			<u>2,380.25</u>		WA 00863595
CULLIGAN OF LOMPOC	MONTHLY RENTAL FOR	04011100 5690	23.50		
			<u>23.50</u>		WA 00863596
CULLIGAN/CENTRAL	DEIONIZED WATER FOR BLDG	65700000 5530	100.00		
			<u>100.00</u>		WA 00863597
CULLIGAN/CENTRAL	MONTHLY RENTAL FOR 9"	04011100 5690	25.00		
			<u>25.00</u>		WA 00863598
DEMCO INC	MISC. OFFICE SUPPLIES 1-22-18	61201400 4520	95.53		
			<u>95.53</u>		WA 00863599
DIAS, SHAYNE G.	Accr Salaries and Wages Payabl	00000010 9532	8.89		
			<u>8.89</u>		WA 00863600
DOCUTEAM	CONFIDENTIAL 32 GAL BIN,	67220000 5571	25.00		
	DESTRUCTION OF OLD	67300100 5571	25.00		
			<u>50.00</u>		WA 00863601
DUNN-EDWARDS PAINTS	PAINT SUPPLIES	65110000 4520	62.60		
			<u>62.60</u>		WA 00863602
EYEMED VISION CARE	AHC VISION INSURANCE	00000010 9538	2,282.60		
			<u>2,282.60</u>		WA 00863603

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
FEDERAL EXPRESS CORP	ST EQUITY OVERNIGHT	63220014 5870	20.49		
	MAILINGS FOR ACCT #1104-8488	67710300 5870	36.08		
			<u>56.57</u>		WA 00863604
FERGUSON ENTERPRISES	PLUMBING SUPPLIES	65110000 4520	39.04		
	PLUMBING SUPPLIES	65110000 4520	27.60		
	FAUCET, NP DM DISTILLED WATER	65110400 4520	214.94		
	FREIGHT CHARGES	65110400 4520	10.50		
			<u>292.08</u>		WA 00863605
FOLLETT HEG - AHC	CERAMICS INSTRUCTION	10021007 4310	10.80		
	INSTRUCTIONAL SUPPLIES FOR	10081007 4310	10.50		
	PURCHASE BOOKS FOR THE	49306012 4520	240.57		
	BOOKS FOR OER PROGRAM	63220008 4520	-801.09		
	BOOKS FOR OER PROGRAM	63220008 4520	998.18		
	OFFICE CONSUMABLES AND	67760000 4520	8.43		
			<u>467.39</u>		WA 00863606
FREESTYLE	ARISTA LIQUID FILM	10000017 4310	71.08		
	ARISTA INDICATOR STOPBATH	10000017 4310	111.84		
	ARISTA EDU ULTRA 400 ISO	10000017 4310	43.09		
	SHIPPING	10000017 4310	20.99		
	ARISTA LIQ FILM DEVELOPER	10110000 4310	-71.07		
	DELTA GRAY CARDS 8"x10"	10110000 4310	-130.82		
	ARAISTA LIQ PAPER	10110000 4310	-32.30		
	ARISTA LIQ FILM DEVELOPER	10110000 4310	71.07		
	ARAISTA LIQ PAPER	10110000 4310	16.15		
	DELTA GRAY CARDS 8"x10"	10110000 4310	130.82		
	ARAISTA LIQ PAPER	10110000 4310	16.15		
	ARISTA LIQ FILM DEVELOPER	10110000 4310	71.07		
	DELTA GRAY CARDS 8"x10"	10110000 4310	130.82		
	ARISTA INDICATOR STOPBATH	10110000 4310	51.30		
	ARISTA UNIVER LIQ RAPID	10110000 4310	71.07		
	ARAISTA LIQ PAPER	10110000 4310	226.12		
	SHIPPING	10110000 4310	36.00		
	ARISTA UNIVER LIQ RAPID	10000000 4310	71.07		
	ARISTA LIQUID PAPER	10000017 4310	96.91		
			<u>1,001.36</u>		WA 00863607
FRONTIER	TELEPHONE SERVICE	65700400 5540	151.47		
			<u>151.47</u>		WA 00863608
FRONTIER	TELEPHONE SERVICE	65700000 5540	32.80		
			<u>32.80</u>		WA 00863609
FRONTIER	TELEPHONE SERVICE	65700000 5540	1,304.70		
	TELEPHONE SERVICE	68103000 5540	326.18		
			<u>1,630.88</u>		WA 00863610
GARDA CL WEST INC	MONTHLY ARMORED CAR	67211000 5112	409.36		
			<u>409.36</u>		WA 00863611

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
HARTFORD, THE	AHC GROUP LIFE INSURANCE	00000010 9537	5,161.68		
			<u>5,161.68</u>		WA 00863612
HENRY SCHEIN INC	ICX WATER TREATMENT TABLET	12401007 4310	76.18		
	TRAY BARRIER	12401007 4310	19.43		
	ESSENTIALS A/W SYRINGE CO	12401007 4310	28.16		
	HEADREST COVERS CLEAR	12401007 4310	34.52		
	COTTON PELLETS SIZE 3	12401007 4310	8.42		
	OPTIM 33 TB ONE-STEP DISI	12401007 4310	33.10		
	OPTIM 33 TB ONE-STEP 32OZ	12401007 4310	43.50		
	VENTURE SPONGE NON-WOVEN	12401007 4310	3.55		
	ISOPROPYL ALCOHOL 70%	12401007 4310	12.40		
	ACCLEAN 1.23%APF FOAM FLU	12401007 4310	15.79		
	ACCLEAN 1.23% 60S GEL	12401007 4310	9.79		
	CAVITYSHIELD 5% VARNISH	12401007 4310	54.85		
	REACH FLOSS MINT WAXED #9	12401007 4310	45.57		
	DRI-GARD TOWL 2 PLY POLY	12401007 4310	22.67		
	ULTRA-THIN MATRIX BANDS	12401007 4310	1.61		
			<u>409.54</u>		WA 00863613
HIGH-TECH ELECTRIC	Extron Media Switcher	67873200 6412	1,484.19		
	Freight	67873200 6412	34.36		
			<u>1,518.55</u>		WA 00863614
HOME DEPOT	INSTRUCTIONAL SUPPLIES	21055000 4310	5.09		
	FIRE ACADEMY OPERATIONAL	21335000 4520	28.22		
	FIRE ACADEMY OPERATIONAL	21335000 4520	9.68		
	FIRE ACADEMY OPERATIONAL	21335000 4520	134.59		
	INSTRUCTIONAL SUPPLIES FOR	21335007 4310	24.48		
	MAINTENANCE SUPPLIES	65110000 4520	338.88		
	MAINTENANCE SUPPLIES	65110000 4520	61.43		
	MAINTENANCE SUPPLIES	65110000 4520	71.73		
	MAINTENANCE SUPPLIES	65110400 4520	-14.00		
	MAINTENANCE SUPPLIES	65110400 4520	16.42		
	MAINTENANCE SUPPLIES	65110400 4520	41.21		
			<u>717.73</u>		WA 00863615
INDUSTRIAL MEDICAL	MEDICAL EXPENSES JULY 1,	67300100 5821	100.00		
			<u>100.00</u>		WA 00863616
INTEGRATED FIRE AND	HYDRO TEST 45 MINUTE AIR	21335005 5650	1,350.00		
			<u>1,350.00</u>		WA 00863617
JAY CEE TROPHY CO INC	RECRUIT NAME TAGS	21055000 4311	82.62		
			<u>82.62</u>		WA 00863618
Jimenez, Carolina	JIMENEZ, C. FP TEST REIMB FOR	49000006 5820	20.00		
			<u>20.00</u>		WA 00863619
K & A CONSULTING CORP	Technical Consulting Services	67873000 5112	11,875.00		
			<u>11,875.00</u>		WA 00863620

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
Kinnebrew, Erik L	LIVE SCAN REIMB FOR	64700000 5820	7.00		
			<u>7.00</u>		WA 00863621
KNN PUBLIC FINANCE LLC	DISCLOSURE DISSEMINATION	67710300 5892	4,550.00		
			<u>4,550.00</u>		WA 00863622
LINCOLN ELECTRIC	Instructional Supplies	09565000 4311	599.31		
	Instructional Supplies for	09565000 4311	152.60		
	Instructional Supplies	09565007 4310	405.09		
			<u>1,157.00</u>		WA 00863623
MAILFINANCE INC	LEASE PAYMENT ON IM5000	67700000 5680	1,949.18		
			<u>1,949.18</u>		WA 00863624
MEDICAL BILLING	FPACT BILLING SERVICES FOR 64400012	5112	72.68		
	FPACT BILLING SERVICES FOR 64400012	5112	10.12		
			<u>82.80</u>		WA 00863625
METROPOLITAN LIFE	AHC LTD/INCOME PROTECTION	00000010 9544	5,946.24		
			<u>5,946.24</u>		WA 00863626
MISSION LINEN &	LAUNDRY SERVICES FOR AUTO	09480000 5550	32.15		
	UNIFORM SERVICES/TOWELS	67772000 5550	33.39		
	LAUNDRY SERVICES FOR AUTO	09482000 5550	8.67		
			<u>74.21</u>		WA 00863627
MOORE MEDICAL LLC	GLO GERM GEL KIT	12080007 4310	363.98		
	GLOVES SURG NITR PF SIZE 8	12080007 4310	99.34		
	GLOVES SURG NITR PF SIZE 7	12080007 4310	99.34		
	GLOVES SURG NITR PF SIZE 7.5	12080007 4310	99.34		
	GAUZE PAD 2X2	12080007 4310	25.27		
	SANI-CLOTH HB TUB	12080007 4310	32.17		
	SODIUM CHLR BACT .9%	12080007 4310	46.44		
	MOORE SHEER PLAS 7/8 SPOT	12080007 4310	8.34		
			<u>774.22</u>		WA 00863628
Myjak, Alan	Reimbursement for AV	67873000 4520	37.48		
			<u>37.48</u>		WA 00863629
NILES BIOLOGICAL	Supplies for Biology Labs,	04011007 4310	19.95		
	Supplies for Biology Labs,	04011007 4310	13.00		
	SCIENCE LAB SUPPLIES	60100407 4310	19.25		
	SCIENCE LAB SUPPLIES	60100407 4310	11.00		
	Supplies for Biology Labs,	04011007 4310	19.95		
	Supplies for Biology Labs,	04011007 4310	19.00		
			<u>102.15</u>		WA 00863630
			0.00		
			<u>0.00</u>	V VD	WA 00863631

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			0.00		
			0.00	V VD WA	00863632
OFFICE DEPOT INC	OPERATIONAL SUPPLIES	05000000 4520	127.43		
	OPERATIONAL SUPPLIES	05000000 4520	40.58		
	OPERATIONAL SUPPLIES	05000000 4520	8.20		
	OPERATIONAL SUPPLIES	05000000 4520	9.27		
	OPERATIONAL SUPPLIES	05000000 4520	109.07		
	OPERATIONAL SUPPLIES	05000000 4520	72.35		
	SUPPLIES FOR FILM PROGRAM	06122007 4310	40.28		
	MISC OFFICE/OPERATIONAL	09000000 4520	108.85		
	Electronics Instr Supplies	09340017 4310	13.35		
	INSTRUCTIONAL SUPPLIES	10300007 4310	20.38		
	HP 80A Black Toner, 385702	13050000 4520	86.63		
	Office Supplies	17010000 4520	121.60		
	Office Supplies,	17010000 4520	123.50		
	FY182985 CREDIT	21050000 4310	-5.71		
	Instructional Supplies thru	21050007 4310	69.06		
	SUPPLIES FOR LAW	21055000 4520	87.97		
	SUPPLIES FOR LAW	21055000 4520	12.46		
	SUPPLIES FOR LAW	21055000 4520	77.03		
	OFFICE SUPPLIES 3/1-5/31/2018	22000000 4520	93.65		
	OFFICE SUPPLIES 3/1-5/31/2018	22000000 4520	16.39		
	Instructional Supplies till	22000010 4310	30.97		
	Office Supplies 9/20/17 -	22000010 4520	50.45		
	OFFICE DEPOT FILE FOLDERS,	60100400 4520	12.08		
	SCOTCHBLUE PAINTER'S TAPE,	60100400 4520	10.54		
	Pentel Bck ink pen	60100700 4520	15.07		
	HP62 Ink	60100700 4520	17.71		
	Brother TN450 toner	60100700 4520	48.16		
	Magnets	60100700 4520	2.73		
	Magnets	60100700 4520	2.19		
	Paper Clip Holder	60100700 4520	14.39		
	Pentel Blu ink pen	60100700 4520	16.83		
	Pentel Bck ink pen	60100700 4520	16.83		
	Staples	60100700 4520	8.62		
	HP62 Tricolor Ink	60100700 4520	13.95		
	Open PO for office and center	60100703 4520	61.73		
	Office Supplies	60100900 4520	20.16		
	POFY182313 to Credit	61201400 4520	1.68		
	POFY182313 CREDIT	61201400 4520	-1.68		
	GENERAL OFFICE SUPPLIES	64300002 4520	69.99		
	GENERAL OFFICE SUPPLIES	64300002 4520	2.69		
	GENERAL OFFICE SUPPLIES	64300008 4520	799.88		
	GENERAL OFFICE SUPPLIES	64300008 4520	62.16		
	Correction Tape pack of 12	64810000 4520	21.35		
	Kleenex facial tissue pack of	64810000 4520	6.10		
	OFFICE SUPPLIES	64900111 4520	341.69		
	OFFICE SUPPLIES	65110000 4520	43.33		
	Operational Supplies	67211000 4520	53.05		
	Instructional Supplies thru	13030007 4310	159.41		
	PAPER AND TONER SUPPLIES	61100014 4310	582.70		
	OFFICE SUPPLIES FOR	61320000 4520	239.37		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	DEPARTMENT OFFICE SUPPLIES	57775000 4520	43.31		
	DEPARTMENT OFFICE SUPPLIES	57775000 4520	30.22		
	Office Supplies,	17010000 4520	4.96		
	Office Supplies,	17010000 4520	8.20		
	Office Supplies,	17010000 4520	126.99		
	GENERAL OFFICE SUPPLIES	64300008 4520	63.47		
	GENERAL OFFICE SUPPLIES	64300008 4520	4.31		
	Lined writing pads 5x8 legal	64810000 4520	16.37		
	Keyboard wrist rest Black	64810000 4520	15.87		
	HP 78A Black Laserjet Toner	64810000 4520	532.01		
	Disinfecting Wipes pack of 4	64810000 4520	11.11		
	OFFICE SUPPLIES FOR 7/1/17 TO	64744000 4520	386.09		
	OFFICE SUPPLIES FOR 7/1/17 TO	64744000 4520	236.93		
	FILE FOLDER MANILA LETTER	64400002 4520	12.07		
	PUSH PINS BX/200	64400002 4520	3.55		
	KEYBOARD WRIST REST	64400002 4520	31.73		
	LAMINATING SHEETS FELLOW	64400002 4520	53.44		
	SCOTCH TAPE PKG/10 ROLLS	64400002 4520	16.69		
	BLUE PAINTERS TAPE	64400002 4520	10.54		
	VELCRO SQUARE FASTENERS	64400002 4520	17.04		
	TAPE DOUBLE SIDED BX/3	64400002 4520	7.21		
	DESK TRAYS STACKING PKG/2	64400002 4520	8.90		
	PICTURE HANGING STICKING	64400002 4520	6.25		
	ADDRESS LABELS 8160 PKG/750	64400002 4520	18.95		
	BATTERIES AAA PKG/24	64400002 4520	22.75		
	BATTERIES AA PKG/24	64400002 4520	13.18		
	LAMINATOR FELLOWS SPECTRA	64400002 4520	76.67		
	INK CARTRIDGE CANON PGI220	64400002 4520	21.47		
	BATTERIES C PKG/8	64400002 4520	23.12		
			<u>5,779.87</u>		WA 00863633
OFFICE DEPOT INC	FY182982 TO BE CREDITED	21050000 4310	5.71		
			<u>5.71</u>		WA 00863634
ORCHARD	INSTRUCTIONAL SUPPLIES FOR	4010000 4310	66.43		
	Supplies for the Chemistry	19050007 4310	96.36		
	CUSTODIAL SUPPLIES	65311000 4520	58.44		
	Supplies for the Chemistry	19050007 4310	9.01		
	HARDWARE SUPPLIES	65110000 4520	102.59		
	HARDWARE SUPPLIES	65110000 4520	17.43		
	HARDWARE SUPPLIES	65110000 4520	7.84		
	HARDWARE SUPPLIES	65110000 4520	20.51		
	HARDWARE SUPPLIES	65110000 4520	26.15		
	HARDWARE SUPPLIES	65110000 4520	16.37		
	HARDWARE SUPPLIES	65110000 4520	89.86		
			<u>510.99</u>		WA 00863635
OSTERHAGE, JUDY	Teach Module 4 & 5 of the	13051021 5110	600.00		
			<u>600.00</u>		WA 00863636
PATTERSON DENTAL	SCHICK 33 SIZE 2 SENSOR W/9	12041005 6410	30,224.88		
	SCHICK 33 SIZE 1 SENSOR W/9	12041005 6410	6,800.22		
	USB REMOTE HS CABLE 2	12041005 6410	0.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	ELITE USB REMOTE MODULE	12041005 6410	0.00		
			37,025.10		WA 00863637
Perez, Diana M	REIMBURSEMENT FOR CELL	64900006 5540	300.00		
			300.00		WA 00863638
PHARMEDIX	PHARMEDIX PRESCRIPTION	64400002 4530	377.86		
	PHARMEDIX PRESCRIPTION	64400002 4530	114.84		
	PHARMEDIX ORAL	64400012 4530	400.67		
			893.37		WA 00863639
POSTMASTER - SANTA	2017-2018 RENEWAL FEE FOR	67700000 5870	225.00		
			225.00		WA 00863640
PROCARE JANITORIAL	CUSTODIAL SUPPLIES FOR	65311000 4520	1,059.49		
	CUSTODIAL SUPPLIES FOR	65311000 4520	488.21		
			1,547.70		WA 00863641
PROQUEST LLC	BSI MISC BOOKS 2/9/18-5/31/18	49306012 6310	12.85		
	MISC. BOOKS FROM LOLA	61201009 6310	73.42		
	MISC. BOOKS FROM LOLA	61201009 6310	196.66		
			282.93		WA 00863642
RAY'S AUTO PARTS	Auto Battery	68400382 4520	91.85		
	Deposit-Core Battery	68400382 4520	19.44		
	Charger	68400382 4520	45.35		
	Extension Cord	68400382 4520	13.11		
	Battery box	68400382 4520	16.19		
	CA Environmental Chg	68400382 4520	1.00		
			186.94		WA 00863643
READYREFRESH BY	WATER BOTTLES (8 OZ.) FOR	67300100 4710	110.42		
			110.42		WA 00863644
SAFEWAY INC - VONS	Instructional Supplies for	04011007 4310	8.27		
			8.27		WA 00863645
SANTA BARBARA AIRBUS	CHARTER BUS SERVICE	63220014 4640	1,440.00		
			1,440.00		WA 00863646
SANTA MARIA SUN LLC	FULL-PAGE, COLOR DISPLAY AD	67111000 5880	913.00		
			913.00		WA 00863647
SANTA MARIA VALLEY	1/3-PAGE DISPLAY AD IN	67111000 5880	1,200.00		
			1,200.00		WA 00863648
SANTA MARIA VALLEY	Sub Recipient Agreement	68400382 5112	13,328.72		
			13,328.72		WA 00863649
SISC III	MEDICAL PREMIUMS FOR SISC	00000010 9534	516,185.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			516,185.00		WA 00863650
SMART & FINAL	Awards Banquet Supplies for	60100703 4552	120.44		
	Instructional Supplies thru	13063000 4310	42.75		
			163.19		WA 00863651
SPORT & CYCLE TEAM	6' X 6' DRAG MAT	69610000 6410	376.92		
			376.92		WA 00863652
SUPERINTENDENT OF	CIVIC FLASH CARDS (ENGLISH)	68101007 4310	702.00		
	CIVIC FLASH CARDS (SPANISH)	68101007 4310	720.00		
	CIVIC FLASH CARDS (ENGLISH)	68101000 4310	18.00		
			1,440.00		WA 00863653
TEMPLETON UNIFIED	AGRICULTURAL EDUCATION	60200144 5112	549.50		
			549.50		WA 00863654
TROESH COLEMAN	CONCRETE SAND PER INVOICE	65510000 4520	176.96		
	DISCOUNT	65510000 4520	-17.69		
	CONCRETE SAND PER INVOICE	65510000 4520	176.96		
	DISCOUNT	65510000 4520	-17.69		
	ROCK SUPPLIES PER	65510000 6120	117.98		
	DISCOUNTS PER INVOICES	65510000 6120	-11.80		
	ROCK SUPPLIES PER	65510000 6120	117.98		
	DISCOUNTS PER INVOICES	65510000 6120	-11.80		
	ROCK SUPPLIES PER	65510000 6120	166.24		
	ROCK SUPPLIES PER	65510000 6120	198.41		
	DISCOUNTS PER INVOICE 5989	65510000 6120	-36.46		
			859.09		WA 00863655
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	121.20		
			121.20		WA 00863656
UNITED REFRIGERATION	HVAC SUPPLIES	65110000 4520	61.69		
	HVAC SUPPLIES	65110000 4520	109.06		
			170.75		WA 00863657
US BANK CORPORATE	2018 ACBO SPRING	67210600 5210	385.00		
	ROOM CHARGES FOR	69900051 4640	6,377.28		
			6,762.28		WA 00863658
VALERY, SUZANNE M	Evaluation of Makerspace	68400382 5110	1,400.00		
			1,400.00		WA 00863659
VERIZON SELECT SVC INC	LONG DISTANCE AND TOLL	65700000 5540	104.06		
			104.06		WA 00863660
VIKING FENCE CO INC	REPAIR FENCE NEAR TENNIS	65110000 4520	125.00		
	LABOR CHARGES	65110000 5650	400.00		
			525.00		WA 00863661

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
VTC ENTERPRISES	COLLECTION OF RECYCLING	65700000 5570	660.00		
			660.00		WA 00863662
WARD'S SCIENCE INC	SCIENCE LAB SUPPLIES	60100407 4310	21.12		
			21.12		WA 00863663
WAWAK SEWING	Instructional Supplies per	13010007 4310	138.68		
			138.68	M RV	WA 00863664
WEST COAST WATER	MONTHLY WATER TREATMENT	5110000 5640	1,400.00		
	MONTHLY WATER TREATMENT	5110400 5640	1,066.00		
			2,466.00		WA 00863665
			0.00		
			0.00	V VD	WB 00863666
TUFF SHED INC	SHED-GARDEN RANCH 8X8	71810006 6410	1,685.77		
	STEEL FOUNDATION UPGRADE	71810006 6410	86.40		
	VENT-SCREEN VENT (16"X8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-52.05		
	SHED-GARDEN RANCH 8X8	71810006 6410	1,685.77		
	STEEL FOUNDATION UPGRADE	71810006 6410	86.40		
	VENT-SCREEN VENT (16"X8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-52.05		
	SHED-GARDEN RANCH 8X8	71810006 6410	1,685.77		
	STEEL FOUNDATION UPGRADE	71810006 6410	86.40		
	VENT-SCREEN VENT (16"X8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-52.05		
	SHED-GARDEN RANCH 8X8	71810006 6410	1,685.77		
	STEEL FOUNDATION UPGRADE	71810006 6410	86.40		
	VENT-SCREEN VENT (16"X8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-52.05		
	SHED-GARDEN RANCH 8X8	71810006 6410	1,685.77		
	STEEL FOUNDATION UPGRADE	71810006 6410	86.40		
	VENT-SCREEN VENT (16"X8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-52.05		
	SHED-GARDEN RANCH 10X12	71810006 6410	2,600.53		
	VENT-SCREEN VENT (16" X 8")	71810006 6410	36.72		
	DISCOUNT- MULTI BUILDING (14	71810006 6410	-81.00		
	SHED-GARDEN RANCH 10X12	71810006 6410	2,600.53		
	VENT-SCREEN VENT (16" X 8")	71810006 6410	36.72		
	DISCOUNT- MULTI BUILDING (14	71810006 6410	-81.00		
	SHED-PREMIER TALL RANCH	71810006 6410	3,824.17		
	VENT-SCREEN VENT (16" X 8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-232.20		
	SHED-PREMIER TALL RANCH	71810006 6410	3,824.17		
	VENT-SCREEN VENT (16" X 8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-232.20		
	SHED-PREMIER TALL RANCH	71810006 6410	3,824.17		
	VENT-SCREEN VENT (16" X 8")	71810006 6410	36.72		
	DISCOUNT-MULTI BUILDING (14	71810006 6410	-232.20		
	SHED-PREMIER TALL BARN	71810006 6410	4,049.89		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	VENT- SCREEN VENT (16" X 8")	71810006 6410	110.16		
	DISCOUNT-MULTI BUILDING (141810006	6410	-289.44		
			<u>28,653.38</u>		WB 00863667
LAHR, LARRY	Classified Health and Welfare	67900009 3420	100.00		
			<u>100.00</u>		WC 00863668
Parisi, Robert	Academic/Non-Inst Health and W	67900009 3430	129.99		
			<u>129.99</u>		WC 00863669
COAST LINE	Food Supplies for Children's	33697017 4710	310.72		
			<u>310.72</u>		WE 00863670
SAVE MART	Food Supplies for Children's	33697017 4710	55.56		
	Food Supplies for Children's	33697017 4710	16.45		
	Food Supplies for Children's	33697017 4710	80.91		
	Food Supplies for Children's	33697017 4710	37.70		
			<u>190.62</u>		WE 00863671
FACILITIES PLANNING	AMENDMENT ONE FOR	71710033 5112	612.50		
			<u>612.50</u>		WI 00863672
GEMALTO COGENT INC	LIVESCAN FINGERPRINT UNIT	71730005 6410	4,314.61		
	LENOVO THINKPAD EDGE E5507	71730005 6410	0.00		
	CAT 5e NETWORK PATCH	71730005 6410	0.00		
	LIVESCAN FINGERPRINT	71730005 6410	0.00		
	ID TECH MiniMag II -	71730005 6410	0.00		
	LIVESCAN ONSITE	71730005 6410	0.00		
	LIVESCAN ONSITE TRAINING	71730005 6410	0.00		
	LS MAINTENANCE - 1 YEAR -	71730005 6410	0.00		
	ANNUAL 8X5 LS MAINTENANCE	71730005 6410	0.00		
	PEER SERVICE OPTION AT \$.75	71730005 6410	0.00		
			<u>4,314.61</u>		WI 00863673
CA SCHOOLS DENTAL	MONTHLY DENTAL PREMIUMS	67100061 5430	65,451.00		
			<u>65,451.00</u>		WL 00863674
Allegre, Marla R	Guided Pathways Workshop	66201005 5210	71.00		
			<u>71.00</u>		WA 00863675
Beas Ramirez, Yesenia	Mileage reimbursement	66100000 5210	46.65		
			<u>46.65</u>		WA 00863676
Boland, Kevin	Mileage reimbursement	67111000 5210	28.34		
			<u>28.34</u>		WA 00863677
Curry, Robert L	Council/CCC Chief Librarians Mtg	61140000 5210	427.07		
			<u>427.07</u>		WA 00863678
Dal Bello, Dominic J	ASEE Zone IV Conference	60200321 5210	1,564.24		
	Engineering Liaison Council Mtg	60100703 5210	1,098.35		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			2,662.59		WA 00863679
Darwin, Brent	FinancialStatementFraudWkshp	60200141 5210	912.81		
			912.81		WA 00863680
ECONALLIANCE	SofiaRamirezGelpi 4.26.18	49306022 5210	31.61		
			31.61		WA 00863681
ECONALLIANCE	Vickey Smith 4.26.18	49306022 5210	31.61		
			31.61		WA 00863682
Ensing, Kim J	CCCAA Meeting	69610000 5210	487.54		
			487.54		WA 00863683
ENTERPRISE RENT-A-CAR	CAR RENTAL RA #1MD83Z	63220014 4640	207.30		
	VEHICLE RENTAL RAUL	64642002 5210	415.62		
	VEHICLE RENTAL ROB PARISI	64642002 5210	185.72		
			808.64		WA 00863684
Gerrity, John Patrick	EngineeringLiaisonCouncilMtg	60200321 5210	71.82		
	EngineeringLiaisonCouncilMtg	67520006 5210	700.00		
			771.82		WA 00863685
Gonzalez, Bryan	Mileage reimbursement	63221021 5210	90.48		
			90.48		WA 00863686
Grelck, Christine M	Mileage reimbursement	60100400 5210	28.34		
			28.34		WA 00863687
HALL, JEFFERY	Mileage reimbursement	66100000 5210	24.42		
			24.42		WA 00863688
HILKER, DANIEL	Mileage reimbursement	66100000 5210	30.41		
			30.41		WA 00863689
Hodges, Edwin	CollegeTour / CAFYES students	64300008 4640	1,043.00		
			1,043.00		WA 00863690
LAHR, LARRY	Mileage reimbursement	66100000 5210	34.12		
			34.12		WA 00863691
Lamica, Thomas J	Educating for Careers Conf	60200133 5210	715.68		
	CCCAOE Conference	60200141 5210	822.95		
			1,538.63		WA 00863692
Lau, Margaret S	Mileage reimbursement	60200141 5210	58.32		
			58.32		WA 00863693
Lombardi, Marna E	Mileage reimbursement	63221021 5210	36.52		
			36.52		WA 00863694

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
Maldonado Ramirez, Monica	Mileage reimbursement	63220001 5210	177.67 <u>177.67</u>		WA 00863695
Martin, Jose	Mileage reimbursement	63220001 5210	56.79 <u>56.79</u>		WA 00863696
Motenko, Joshua B	A2MEND Conference	63220014 5210	39.60 <u>39.60</u>		WA 00863697
Murphy, Paul M	Guided Pathways Workshop	66201005 5210	582.40 <u>582.40</u>		WA 00863698
Nolan-Chavez, Holly	Mileage reimbursement	68400301 5210	134.07 <u>134.07</u>		WA 00863699
NSON INC	SERVICES RELATED TO THE	67710300 5112	12,500.00 <u>12,500.00</u>		WA 00863700
Ojeda, Lilian D	Mileage reimbursement	64300202 5210	35.21 <u>35.21</u>		WA 00863701
RADISSON HOTEL SANTA	Alex Spiess 4.23-24.18	13051021 5210	519.93 <u>519.93</u>		WA 00863702
Ramirez, Antonio	Mileage reimbursement	63230001 5210	65.40 <u>65.40</u>		WA 00863703
Raybould-Rodgers, Julia	CAP's Statewide Conference	60106094 5210	424.44 <u>424.44</u>		WA 00863704
Shaw, Bettie	Mileage reimbursement	64300202 5210	28.23 <u>28.23</u>		WA 00863705
Spiess, Alexandra	4/27/18 SpringTechnicalTraining	64300008 4640 64300008 5210	400.00 271.88 <u>671.88</u>		WA 00863706
Terrones, Corrin	Mileage reimbursement	09560001 5210	8.18 <u>8.18</u>		WA 00863707
Frazier, Yvon M	Faculty Initiative Project	33697105 5210	261.58 <u>261.58</u>		WE 00863708
ACME AUTO LEASING LLC	LEASE PAYMENT OF 2018	21055000 6450	658.80 <u>658.80</u>		WA 00863709
AHC - AUXILIARY	GENERAL FUND ALLOCATION	10070000 7394	250,000.00 <u>250,000.00</u>		WA 00863710

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
AHC - AUXILIARY	MARIAN THEATRE FACILITY	63220014 5630	430.50		
			430.50		WA 00863711
AIRGAS WEST INC.	Instructional Welding Supplies	68400382 4310	39.34		
	Instructional Welding Supplies	68400382 4310	23.48		
			62.82		WA 00863712
AMAZON	nitrile gloves, med	19050000 4311	161.97		
	nitirle gloves, large	19050000 4311	115.90		
	nitirle gloves, xlg	19050000 4311	180.00		
	Operational Supplies	68400382 4520	9.99		
	Friday Night Science supplies	19010007 4310	63.04		
	Friday Night Science supplies	19010007 4310	7.99		
	Friday Night Science supplies	19010007 4310	53.86		
	Supplies for the Chemistry	19050007 4310	38.36		
	Supplies for MESA Students	60100703 4310	18.23		
	BOOKS - BUILDING RESILIEN	63100000 4310	73.13		
	BOOK-LATINOS AND	63100000 4310	59.34		
	BOOK-CHICANA/LATINA	63100000 4310	33.95		
	BOOK-GUYLAND	63100000 4310	9.80		
	BOOKS-3 KEYS TO DEFEATING	63100000 4310	236.52		
	BOOK-TRANSFORMING	63100000 4310	43.15		
	BOOK-OTHER PEOPLE'S	63100000 4310	11.44		
	BOOK-MULTIPLICATION IS FOR	63100000 4310	11.29		
	BOOKS-BUILDING RESILIEN	63100000 4310	64.08		
	SHIPPING	63100000 4310	7.98		
	Operational Supplies	68400382 4520	26.83		
	Operational Supplies	68400382 4520	53.99		
			1,280.84		WA 00863713
AMAZON	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	43.74		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	42.06		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	-6.94		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	-55.46		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	-3.99		
	BOOKS FOR SM LIBRARY	61201000 6310	85.74		
	MEDIA FOR SM LIBRARY	49306012 6320	201.25		
	MISC. DVD'S 3/8/18-5/30/18	61201400 6320	24.78		
			331.18		WA 00863714
AMERICAN BUSINESS	COLOR CLICK CHARGES FOR	67762000 5640	38.10		
	BLACK CLICK CHARGES FOR	67762000 5640	80.33		
			118.43		WA 00863715
AMERICAN GENERAL	30-SECOND SPOT PROMOTING	67111000 5880	500.00		
			500.00		WA 00863716
AMERICAN INDUSTRIAL	Yamaha Generator EF6300iSDE	09565001 6410	4,201.20		
	Yamaha Generator EF6300iSDE	09565001 6410	4,201.20		
			8,402.40		WA 00863717
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	2,142.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,291.00		
	CHARTER BUS SERVICE TO SAN	64945000 4640	1,080.00		
			<u>6,673.00</u>		WA 00863718
AT&T	AT&T PHONE DIRECTORY	65700000 5540	9.36		
			<u>9.36</u>		WA 00863719
ATKINSON ANDELSON	GENERAL LEGAL COUNSEL	67342000 5730	4,060.88		
			<u>4,060.88</u>		WA 00863720
B & B STEEL & SUPPLY	10 GA H.R. SHEET 48" X 48"	09560001 4310	102.60		
			<u>102.60</u>		WA 00863721
BATTERY SYSTEMS INC	BATTERIES FOR ALARM PANELS	09500001 4520	104.45		
			<u>104.45</u>		WA 00863722
BERRY JR, WILLIAM J	BOND MEASURE	67710300 5110	9,500.00		
			<u>9,500.00</u>		WA 00863723
BREMER AUTO PARTS	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	268.59		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	7.55		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	54.75		
	FIRE ACADEMY OPERATIONAL	21335000 4520	28.41		
	FIRE ACADEMY OPERATIONAL	21335000 4520	11.90		
			<u>371.20</u>		WA 00863724
BURLINGTON ENGLISH	BURLINGTON ENGLISH WEB	68101007 4310	864.00		
			<u>864.00</u>		WA 00863725
BURNHAM INSURANCE	CONSULTING SERVICES FOR	67300100 5112	3,250.00		
			<u>3,250.00</u>		WA 00863726
CA ELECTRIC SUPPLY	ELECTRICAL/LIGHTING	65110000 4520	134.78		
			<u>134.78</u>		WA 00863727
Camacho, Carmen	Local Mileage-Santa Ynez	66100000 5210	35.37		
			<u>35.37</u>		WA 00863728
CANON FINANCIAL	DUPLO CD-616 PRO	67762000 5680	484.96		
			<u>484.96</u>		WA 00863729
CANON FINANCIAL	MAINTENANCE AND COPY	67761001 5640	349.11		
	CANON COPIER LEASE	67761001 5680	500.47		
	MAINTENANCE AND COPY	67762000 5640	3,142.01		
	CANON COPIER LEASE	67762000 5680	4,504.23		
			<u>8,495.82</u>		WA 00863730
CARD INTEGRATORS	Annual Renewal CI Track 4.0	67873100 5660	2,150.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			2,150.00		WA 00863731
CAROLINA BIOLOGICAL	Instructional Supplies for	04011007 4310	239.57		
			239.57		WA 00863732
CARQUEST AUTO PARTS	INSTRUCTIONAL SUPPLIES	09480000 4310	17.09		
			17.09		WA 00863733
CDW GOVERNMENT INC	RECYCLING FEE	64642002 5571	72.00		
	DELL 24" MONITOR Q#JKHR841	64642002 6411	2,740.91		
	KINGSTON DATA TRAVELER	21055000 4311	346.52		
	APC CURK57-01-03 Replacement	67873200 4520	3,089.02		
	RECYCLING FEE	67873200 5571	6.00		
	DELL LAT 5580 Q#JDSV443	67873200 6411	1,000.00		
	HP LJ ENT. M608DN Q#JBTC868	68101000 6411	-163.21		
	HP LJ ENT. M608DN Q#JBTC868	68101000 6411	1,241.01		
	HP 37X BLACK	68101000 6411	268.84		
			8,601.09		WA 00863734
CITY OF SANTA MARIA	FALSE ALARM RESPONSES	67775200 5590	362.00		
			362.00		WA 00863735
CITY OF SANTA MARIA SM	Sub Recipient Agreement	68400382 5112	3,023.95		
			3,023.95		WA 00863736
CLEANTECH	PARTS WASHER RENTAL	67710000 5690	345.60		
			345.60		WA 00863737
COLUMBIA BUSINESS	LEASE OF 890 E. STOWELL (CBC)	67710300 5630	23,283.00		
			23,283.00		WA 00863738
COMCAST CABLE	MONTHLY RECURRING COSTS	65700000 5560	126.10		
			126.10		WA 00863739
CONSTELLATION	ELECTRICITY SERVICES	65700000 5520	19,429.13		
	ELECTRICITY SERVICES	68103000 5520	4,857.28		
			24,286.41		WA 00863740
CUSTOM COLORS &	Auto Body Instr Supplies	09482007 4310	190.16		
	Auto Body Instr Supplies	09560001 4310	204.57		
			394.73		WA 00863741
Davis, Joanna B	REIMB FOR FOOD FOR OLIVE	63221021 4710	30.11		
			30.11		WA 00863742
DEPARTMENT OF JUSTICE	DOJ & FBI clearance for	64700000 5820	580.00		
	DOJ & FBI clearance for staff	67300100 5820	320.00		
			900.00		WA 00863743
DOCUTEAM	DOCUMENT SHREDDING	63100000 5571	38.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			38.00		WA 00863744
ELECTRONIC PARTS	Audio Electronics Book	68400382 4310	23.95		
	Practical Acoustics Book	68400382 4310	17.95		
			41.90		WA 00863745
EWING IRRIGATION	LANDSCAPE SUPPLIES	65510000 4520	50.06		
			50.06		WA 00863746
FATTE'S PIZZA OF SANTA	FOOD FOR ST JOSEPH'S HS	63220008 4710	51.28		
	FOOD FOR NEXT STEPS	63220008 4710	48.18		
			99.46		WA 00863747
FEDERAL EXPRESS CORP	Postage Charges for	60200139 5870	6.53		
	SHIPPING CHARGES FOR	60200200 5870	5.34		
	MAILINGS FOR ACCT #1104-8488	60200200 5870	33.06		
			44.93		WA 00863748
FERGUSON ENTERPRISES	PLUMBING SUPPLIES	65110000 4520	22.40		
	PLUMBING SUPPLIES	65110000 4520	18.47		
	PLUMBING SUPPLIES	65110000 4520	15.20		
	PLUMBING SUPPLIES	65110000 4520	95.99		
			152.06		WA 00863749
FISHER SCIENTIFIC CO	Uvex Stealth Goggles, case of	19050000 4311	769.18		
	Fuel Surcharge	19050000 4311	4.45		
			773.63		WA 00863750
FOLLETT HEG - AHC	BOOKS AND SUPPLIES FOR THE	00000010 9542	60.50		
	BOOKS AND SUPPLIES FOR THE	00000010 9542	31.19		
	BOOKS AND SUPPLIES FOR	00000010 9516	3.55		
	BOOKS AND SUPPLIES FOR	00000010 9516	21.06		
	BOOKS AND SUPPLIES FOR	00000010 9516	31.32		
	BOOKS AND SUPPLIES FOR	00000010 9516	8.19		
	BOOKS AND SUPPLIES FOR	00000010 9516	40.41		
	BOOKS AND SUPPLIES FOR	00000010 9516	30.73		
			226.95		WA 00863751
FORD MOTOR CREDIT	LEASE PAYMENT FOR 2018	21055000 6450	595.64		
	LEASE PAYMENT FOR 2018	21055000 6450	595.64		
	LEASE PAYMENT FOR 2018	21055000 6450	595.64		
			1,786.92		WA 00863752
FRONTIER	TELEPHONE SERVICE	65700000 5540	-139.22		
	TELEPHONE SERVICE	65700400 5540	-60.40		
	TELEPHONE SERVICE	68103000 5540	354.91		
			155.29		WA 00863753
FUTURE LEADERS OF	BRONZE SPONSOR \$500 FOR 2018	65200000 5880	500.00		
			500.00		WA 00863754

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
George, Kenneth E	REIMBURSEMENT- POSTAGE TO	1055000 5870	9.70 9.70		WA 00863755
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2016	64945000 5680	764.58 764.58		WA 00863756
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2016	64945000 5680	764.58 764.58		WA 00863757
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2017	64945000 5680	769.79 769.79		WA 00863758
GM FINANCIAL LEASING	LEASE PAYMENT FOR 2017	64945000 5680	769.79 769.79		WA 00863759
GOLD COAST EVENTS	TRANSP TO YELL 3/2/18 YELL	63220008 4640	497.50 497.50		WA 00863760
GRAINGER	MAINTENANCE SUPPLIES	65110000 4520	279.49 279.49		WA 00863761
GRIEGO POOL SERVICE	POOL SERVICE	65110000 5640	1,200.00 1,200.00		WA 00863762
GRITAEWSKY, ERNIE T	KEYNOTE SPEAKER AT YELL	63220001 5110	3,343.76 3,343.76		WA 00863763
Guzman, Anthony	REIMB FOR INSTRUCTIONAL	10091020 4311	16.11 16.11		WA 00863764
HALL, JEFFERY	TRUSTEE COMPENSATION FOR	66100000 5110	240.00 240.00		WA 00863765
HARBOR FREIGHT TOOLS	Welding Gloves for	09560001 4310	64.09 64.09		WA 00863766
HARDY DIAGNOSTICS	SCIENCE LAB SUPPLIES	60100407 4310	37.05 37.05		WA 00863767
Heredia, Adrian E	Otr Clssfed Bnfts-AHC Tuition	67302000 3922	185.47 185.47		WA 00863768
Hernandez, Lisa M	REIMB FOR LE ADVISORY	21055000 4710	32.28 32.28		WA 00863769
HILKER, DANIEL	TRUSTEE COMPENSATION FOR	66100000 5110	240.00 240.00		WA 00863770
Hite, Christopher E	REIMBURSEMENT FOR DVDS	06122007 4310	98.04 98.04		WA 00863771

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
INDUSTRIAL MEDICAL	MEDICAL EXPENSES JULY 1,	67300100 5821	20.00		
	MEDICAL EXPENSES JULY 1,	67300100 5821	85.00		
	MEDICAL EXPENSES JULY 1,	67300100 5821	52.03		
	MEDICAL EXPENSES JULY 1,	67300100 5821	270.34		
	MEDICAL EXPENSES JULY 1,	67300100 5821	136.62		
			<u>563.99</u>		WA 00863772
IPS GROUP INC	7" PAPER ROLL (STANDARD)	69500001 4520	46.44		
	Freight Charges	69500001 4520	15.00		
			<u>61.44</u>		WA 00863773
JR BARTO HEATING &	REMOVE TWO EXISTING	65110000 5650	980.00		
			<u>980.00</u>		WA 00863774
Kelly, Sharan D	Reimb for refreshments /	67520004 4710	23.85		
			<u>23.85</u>		WA 00863775
KEN VERTREES PRINTING	ENVELOPES, 6-3/4 REG. EPS	65110000 4520	91.26		
			<u>91.26</u>		WA 00863776
KORN FERRY HAY GROUP	SERVICE AGREEMENT TO	66201005 5112	7,263.34		
			<u>7,263.34</u>		WA 00863777
LAHR, LARRY	DENTAL PREMIUM	00000010 9533	-186.52		
	TRUSTEE COMPENSATION FOR	66100000 5110	240.00		
			<u>53.48</u>		WA 00863778
LANDSBERG	WHITE NEWSPRINT	10021007 4310	671.22		
	FUEL SURCHARGE	10021007 4310	7.45		
			<u>678.67</u>		WA 00863779
Lau, Margaret S	VPAA Candidate Lunch	66200000 5210	63.38		
			<u>63.38</u>		WA 00863780
Leblanc, Cierra J	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00863781
Loya, Greg A	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			<u>20.00</u>		WA 00863782
M & M RESTAURANT	SPECIAL HINGE	65110000 4520	37.80		
	FREIGHT CHARGES	65110000 4520	13.00		
			<u>50.80</u>		WA 00863783
Mcfarland, Kenneth P	LIVE SCAN REIMBURSEMENT	64700000 5820	20.00		
			<u>20.00</u>		WA 00863784
MEDICAL BILLING	MAA TIME SURVEY SERVICES	67220004 5112	4,095.00		
			<u>4,095.00</u>		WA 00863785

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
MID STATE CONTAINER	CONTAINER RENTAL,	65110400 5690	134.69		
			134.69		WA 00863786
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		
			74.21		WA 00863787
MOORE MEDICAL LLC	MEDICAL SUPPLIES (SEE	64400002 4530	1,687.27		
	SHIP ON ICE FEE	64400002 4530	6.95		
			1,694.22		WA 00863788
Moore, Carol A	Reimburse for flash drives	67873000 4520	55.34		
			55.34		WA 00863789
MUSTANG MEDIA GROUP	HALF-PAGE VERTICAL DISPLAY	67111000 5880	450.00		
	HALF-PAGE VERTICAL DISPLAY	67111000 5880	450.00		
			900.00		WA 00863790
OFFICE DEPOT INC	Instructional Supplies for	09250007 4310	34.50		
	Duracell AAA batteries, pack	17010006 4310	226.43		
	Duracell AA Alkaline	17010006 4310	34.54		
	POFY182499 UTC SUPPLIES	63300000 4520	26.52		
			321.99		WA 00863791
ORACLE AMERICA INC	Five Year Order Document	67873100 5322	554.49		
	Configuration Management Pack	67873100 5322	554.51		
	Oracle Database Enterprise	67873100 5322	7,393.43		
	Internet Application Server	67873100 5322	5,545.07		
	Internet Developer Suite -	67873100 5322	843.23		
	Programmer - Named User Plus	67873100 5322	168.65		
	Diagnostics Pack -	67873100 5322	554.51		
	Internet Application Server	67873100 5322	1,818.24		
	Tuning Pack - Named User Plus	67873100 5322	181.83		
	Configuration Management Pack	67873100 5322	181.83		
	Diagnostics Pack - Named User	67873100 5322	181.83		
	Oracle Database Enterprise	67873100 5322	2,467.62		
	Configuration Management Pack	67873100 5322	289.34		
	Diagnostics Pack - Named User	67873100 5322	413.35		
	Oracle Database Enterprise	67873100 5322	3,926.78		
	Internet Application Server	67873100 5322	2,893.42		
	Tuning Pack - Named User Plus	67873100 5322	413.35		
			28,381.48		WA 00863792
OSBORNE COINAGE CO	STOCK BRASS TOKEN FOR	64400002 4520	168.00		
	SHIPPING AND HANDLING	64400002 4520	24.33		
			192.33		WA 00863793
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	15.28		
	ELECTRICITY SERVICES	68103000 5520	3.82		
			19.10		WA 00863794

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	43.07		
	ELECTRICITY SERVICES	68103000 5520	10.77		
			<u>53.84</u>		WA 00863795
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	1,229.16		
	ELECTRICITY SERVICES	68103000 5520	307.29		
			<u>1,536.45</u>		WA 00863796
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	2,415.72		
	ELECTRICITY SERVICES	68103000 5520	603.93		
			<u>3,019.65</u>		WA 00863797
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	143.54		
	ELECTRICITY SERVICES	68103000 5520	35.88		
			<u>179.42</u>		WA 00863798
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	54.54		
	ELECTRICITY SERVICES	68103000 5520	13.64		
			<u>68.18</u>		WA 00863799
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	21,852.94		
	ELECTRICITY SERVICES	68103000 5520	5,463.24		
			<u>27,316.18</u>		WA 00863800
PANERA BREAD CAFE 3180	FOOD: FUND YOUR FUTURE	63220008 4710	50.46		
	FOOD FOR CSU NORTHRIDGE	63220008 4710	73.36		
			<u>123.82</u>		WA 00863801
Parker, Jessica Alice	Reimb for refreshments for	67341000 4710	38.12		
	REIMB FOR REFRESHMENTS	67341000 4710	24.39		
			<u>62.51</u>		WA 00863802
PATON GROUP	Installation and Training	09531001 6410	350.00		
			<u>350.00</u>		WA 00863803
PENSA, GREG	DENTAL PREMIUM	00000010 9533	-129.88		
	TRUSTEE COMPENSATION FOR	66100000 5110	240.00		
			<u>110.12</u>		WA 00863804
Perez, Diana M	REIMB FOR CAL-SOAP	64900006 4520	26.70		
			<u>26.70</u>		WA 00863805
POPUPHOOD LLC	Keynote speaker at	10023003 5112	1,820.00		
			<u>1,820.00</u>		WA 00863806
PRAXAIR DISTRIBUTION	CYLINDER DEMURRAGE	65110000 4520	140.51		
	CARBON DIOXIDE LIQUID	65110000 4520	241.65		
			<u>382.16</u>		WA 00863807
PRAXAIR DISTRIBUTION	Operational Supplies	68400382 4520	48.60		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			48.60		WA 00863808
PROCARE JANITORIAL	CUSTODIAL SUPPLIES FOR	65311000 4520	1,686.92		
	CUSTODIAL SUPPLIES	65311400 4520	142.06		
	CUSTODIAL SUPPLIES	65311400 4520	183.38		
	CUSTODIAL SUPPLIES FOR	65311000 4520	1,506.36		
	CUSTODIAL SUPPLIES	65311400 4520	170.70		
	CUSTODIAL SUPPLIES	65311400 4520	170.70		
	CUSTODIAL SUPPLIES	65311400 4520	208.26		
	CUSTODIAL SUPPLIES	65311400 4520	310.42		
			4,378.80		WA 00863809
PROQUEST LLC	MISC. BOOKS FROM LOLA	61201009 6310	37.59		
			37.59		WA 00863810
Quaid-Maltagliati, Marian	VPAA Candidate Lunch	66200000 5210	43.33		
			43.33		WA 00863811
Reed, Christine L	Reimbursement for AAUW/STEM	60100703 4710	104.00		
			104.00		WA 00863812
SANTA BARBARA CO AIR	ROUTINE INSPECTION FEE FOR	67710000 5320	24.12		
			24.12		WA 00863813
SANTA MARIA TIRE INC	TIRES PER INVOICES	67772000 4520	246.56		
	CA RECYCLE FEE	67772000 4520	3.50		
	TIRES PER INVOICES	67772000 4520	246.56		
	CA RECYCLE FEE	67772000 4520	3.50		
			500.12		WA 00863814
SANTA YNEZ VALLEY	FULL-PAGE, COLOR DISPLAY AD	67111000 5880	780.00		
			780.00		WA 00863815
SAVE MART	Instructional Supplies	13063000 4311	23.93		
			23.93		WA 00863816
SHAFER, CRAIG	VOICE RECORDING AND	60100400 5110	100.00		
	VOICE RECORDING AND	67111000 5110	100.00		
			200.00		WA 00863817
Shaw, Bettie	Other Classified Benefits	67302000 3920	800.00		
			800.00		WA 00863818
Sims, Nathan W	Local Mileage	63102001 5210	28.34		
			28.34		WA 00863819
SLO PEST AND TERMITE	PEST CONTROL SERVICES FOR	65511400 5640	120.00		
			120.00		WA 00863820
SMART & FINAL	Supplies for the Chemistry	19050007 4310	21.98		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			21.98		WA 00863821
SMITH PIPE & SUPPLY INC	SUPPLIES PER INVOICE 325966465510000	6120	469.96		
			469.96		WA 00863822
SOURCE GRAPHICS	WIDE FORMAT PRINTING	67761001 4520	774.16		
			774.16		WA 00863823
SPRINT	SPRINT BILL FROM FEB 04 - MAR 7775000	5540	38.96		
			38.96		WA 00863824
STARRY SKY COFFEE	BEVERAGES FOR PROMISE	63220008 4710	84.00		
			84.00		WA 00863825
STRATA INFORMATION	DEGREEWORKS	63220001 5112	558.35		
	DEGREEWORKS	63220001 5112	6,045.00		
	DEGREEWORKS	63221021 5112	35,533.75		
	DEGREEWORKS	63220001 5112	155.00		
	DEGREEWORKS	63220001 5112	310.00		
	Professional Services for	63221021 5112	2,325.00		
	Banner Oracle DBA Consulting	71302000 5112	14,333.70		
	Professional Services	71302000 5112	7,066.94		
			66,327.74		WA 00863826
STRIA LLC	DIGITAL IMAGING PROJECT /	63221021 5112	7,841.84		
			7,841.84		WA 00863827
SUBWAY	FOOD FOR TRANSFER THURS	63220008 4710	210.00		
			210.00		WA 00863828
SUPPLY DOC INC	STERILIZATION POUCHES-	12401007 4310	58.25		
	STERILIZATION POUCHES-	12401007 4310	56.12		
	PLASTIC DRINKING CUPS BLUE	12401007 4310	19.43		
	BITE TRAYS SIDELESS PLUS	12401007 4310	23.74		
	EARLOOP FACE MASK	12401007 4310	11.88		
	SUPERB PURPLE NITRILE MED	12401007 4310	30.78		
	SUPERB PURPLE NITRILE	12401007 4310	10.26		
			210.46		WA 00863829
SURGIREAL PRODUCTS	0600 Canine Leg Vascular	01021002 6410	6,224.85		
	Shipping & Handling	01021002 6410	110.00		
			6,334.85		WA 00863830
Tait, Karen L	Reimb for Instructional	17010000 4310	29.94		
			29.94		WA 00863831
Terrones, Corrin	Day One Intro to IT Workshop	09560001 4710	105.69		
	Day 2 Intro to IT Workshop	09560001 4710	152.82		
	Day 3 Intro to IT Workshop	09560001 4710	84.89		
			343.40		WA 00863832

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	36.31		
			36.31		WA 00863833
UNITED REFRIGERATION	FILTERS, 20X20X2VP8	65110000 4520	54.56		
	FREIGHT CHARGES	65110000 4520	73.82		
	CONDENSOR MOTOR, CARRIER	65110000 6413	1,122.85		
			1,251.23		WA 00863834
US BANK CORPORATE	Instructional Supplies	04010000 4310	69.10		
	2018 CCPRO CONFERENCE REG	67111000 5210	475.00		
	2018 CCPRO ANNUAL	67111000 5210	475.00		
	FACEBOOK ADVERTISING	67111000 5880	3.63		
	SNAPCHAT GEO FILTER TO	67111000 5880	5.00		
	SNAPCHAT GEO FILTER TO	67111000 5880	5.00		
	SNAPCHAT GEO FILTER TO	67111000 5880	5.00		
	2018 CENTRAL COAST LEAN	67761001 5210	425.00		
	HAMPTON INN - LODI, CA	66100000 5210	110.70		
			1,573.43		WA 00863835
US BANK CORPORATE	Host Promise Info Session	63220008 4710	7.56		
	HOST HANCOCK PROMISE	63220008 4710	150.27		
	HOST HANCOCK PROMISE	63220008 4710	16.00		
	HOST AB540 STUDENTS	63220014 4710	2,202.48		
	Registration Fees for Yvonne	63220014 5210	1,155.00		
	Refund for C. Diaz Education	63220014 5210	-385.00		
	VPSS ATTEND ACCREDITATION	64510000 5210	210.15		
	VPSS TRAVEL FOR	64510000 5210	190.30		
	INSURANCE COVERAGE FOR	64510000 5210	21.88		
	FINANCE CHARGE	64510000 5210	4.02		
	WEBINAR "SUICIDE RISK"	64510000 5220	389.00		
			3,961.66		WA 00863836
VERIZON	LONG DISTANCE TELEPHONE	65700000 5540	358.58		
			358.58		WA 00863837
VERIZON	LONG DISTANCE TELEPHONE	65700000 5540	25.88		
			25.88		WA 00863838
WARD'S SCIENCE INC	Supplies for Biology Labs,	04011007 4310	35.39		
	MODEL SKELETON	04011001 6410	1,224.99		
	MODEL SKELETON	04011001 6410	1,224.99		
	MODEL SKELETON	04011001 6410	1,224.99		
	MODEL SKELETON	04011001 6410	1,224.99		
			4,935.35		WA 00863839
Washington, Jacob K	LIVE SCAN REIMB FOR	64700000 5820	20.00		
			20.00		WA 00863840
WAWAK SEWING	Instructional Supplies per	13010007 4310	136.68		
			136.68		WA 00863841
WAYPOINT COACHING &	Independent Contractor	67610004 5112	2,000.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			2,000.00		WA 00863842
WESTERN	INITIAL SERVICE CHARGE	65110000 5640	385.00		
			385.00		WA 00863843
WESTERN	PEST CONTROL SERVICES	65510000 5640	114.00		
			114.00		WA 00863844
WESTERN	PEST CONTROL SERVICES FOR	65110000 5640	275.00		
			275.00		WA 00863845
WILD WEST PIZZA AND	FOOD FOR LAUNCH TO	63220008 4710	352.08		
	FOOD FOR LAUNCH TO	63220008 4710	261.36		
			613.44		WA 00863846
YANKEE BOOK PEDDLER	BOOKS FOR SM LIBRARY	61201000 6310	298.70		
	BOOKS FOR SM LIBRARY	61201000 6310	1.00		
			299.70		WA 00863847
ZACARIAS, HILDA	DENTAL PREMIUM	00000010 9533	-63.23		
	TRUSTEE COMPENSATION FOR	66100000 5110	240.00		
			176.77		WA 00863848
DLR GROUP	ARCHITECURAL SERVICES	71810033 6220	795,885.00		
			795,885.00		WB 00863849
AMAZON	Children's Center supplies	33697009 4520	42.42		
	Children's Center supplies	33697009 4520	31.49		
	Children's Center supplies	33697019 4520	42.42		
	Children's Center supplies	33697019 4520	31.50		
			147.83		WE 00863850
STRATA INFORMATION	ODS Functional and Technical	66201005 5112	3,293.75		
	ODS Functional and Technical	71730005 5112	8,253.75		
	ODS DBA Consulting Services	71730005 5112	310.00		
			11,857.50		WH 00863851
STRATA INFORMATION	Banner Oracle DBA Consulting	71730005 5112	9,300.00		
			9,300.00		WI 00863852
Cabanas, Josephine S	Ellucian Conf - San Diego	63221021 5210	175.00		
			175.00		WA 00863853
Degroot, David P	SanMateo-AcadSenate	60301100 5210	1,197.76		
			1,197.76		WA 00863854
Doty, Lori A	Ellucian Conf - San Diego	64642002 5210	344.60		
			344.60		WA 00863855
George, Kayla Danielle	Off-Site-Conference/Bus Exp	67520002 5210	140.00		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			140.00		WA 00863856
Henretta, Joan K	Elive Conf-San Diego	64642002 5210	360.75		
			360.75		WA 00863857
Holm, Cynthia	Industrial Tech Workshop	09560001 5210	1,328.70		
			1,328.70		WA 00863858
KONE INC	MAINTENANCE AGREEMENT	65110000 5640	4,396.65		
	MAINTENANCE AGREEMENT	65110000 5640	4,396.65		
	MAINTENANCE AGREEMENT	65110000 5640	4,396.65		
	MAINTENANCE AGREEMENT	65110000 5640	4,396.65		
			17,586.60		WA 00863859
LOS PADRES FIRE	EXTINGUISHERS FOR TRAINING	70106011 4310	200.00		
			200.00		WA 00863860
OFFICE DEPOT INC	OFFICE/OPERATIONAL SUPPLIES	03030000 4520	59.67		
	Office Supplies	03030000 4520	37.97		
	Office Supplies	03030000 4520	80.55		
			178.19		WA 00863861
Walters, Kevin Glen	Local Mileage	66200000 5210	757.17		
			757.17		WA 00863862
AC SUPPLY	Basswood Bridge 24 pack,	09011017 4310	137.90		
	Super Easy Cutter MID1128	09011017 4310	89.70		
	Builders Grip Pins, MID587	09011017 4310	35.22		
	Tacky Glue, 24 MID362	09011017 4310	19.95		
	Shipping	09011017 4310	28.27		
			311.04		WA 00863863
AHC - PART-TIME	REIMBURSEMENT FOR	49420000 5520	119.98		
	REIMBURSEMENT FOR PHONE	49420000 5540	215.83		
	REIMBURSEMENT FOR RENT	49420000 5630	1,540.26		
	REIMBURSEMENT FOR	49420000 5870	100.00		
			1,976.07		WA 00863864
ALL AMERICAN SCREEN	LANYARDS	63221021 4520	408.24		
	BREAKAWAY OPTION	63221021 4520	32.40		
			440.64		WA 00863865
AMAZON	Medium Dynarex Nitrile Exam	04010000 4311	161.97		
	Large Dynarex Nitrile Exam	04010000 4311	186.69		
	Metrex 13-1100 Caviwipes	04010000 4311	246.80		
	Supplies for MESA Students	60100703 4310	10.77		
	Small Dynarex Nitrile Exam	04010000 4311	175.23		
	OakRidge 1 Quart size Sharps	04010000 4311	25.72		
	Label Tape Assorted 1" width	04010000 4311	45.62		
	Shipping charges	04010000 4311	17.66		
	Sharpies	04010000 4311	27.20		
	Supplies for the Chemistry	19050007 4310	13.91		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
			911.57		WA 00863866
AMAZON	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	-24.48		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	-1.96		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	26.44		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	21.19		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	31.00		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	13.30		
	MISC. BOOKS 3/8/18-5/30/18	61201400 6310	7.56		
	BOOKS FOR SM LIBRARY	49306012 6310	137.96		
	BOOKS FOR SM LIBRARY	49306012 6310	104.55		
	BOOKS FOR SM LIBRARY	61201000 6310	301.87		
			617.43		WA 00863867
AMERICAN BUSINESS	Staple Cartridge J1,	21040000 4310	63.72		
	CAMPUSWIDE COPIER	67710300 5640	3,941.59		
			4,005.31		WA 00863868
AMERICAN CLEANERS &	DANCE CONCERT	10081000 5550	700.00		
			700.00		WA 00863869
AMERICAN STAR TOURS	CHARTER BUS SERVICE TO	64945000 4640	1,612.00		
	CHARTER BUS SERVICE TO	64945000 4640	2,142.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,291.00		
	CHARTER BUS SERVICE TO	64945000 4640	2,142.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	CHARTER BUS SERVICE TO	64945000 4640	1,080.00		
	Late Rescheduling Fee	64945000 4640	550.00		
			13,137.00		WA 00863870
ATLAS PERFORMANCE	OFFICE TRAILER W/RR	68102000 5690	650.00		
	RAMP-UNDER 30" STRAIGHT	68102000 5690	435.00		
			1,085.00		WA 00863871
B & H PHOTO-VIDEO	EPSON 277XL HI-CAP BLACK INK	06122007 4310	38.86		
	EPSON 277XL HI-CAP YELLOW	06122007 4310	33.02		
	EPSON 277XL HI-CAP LT CYAN	06122007 4310	33.02		
	EPSON 277XL HI-CAP LT	06122007 4310	33.02		
	EPSON 277XL HI-CAP MAGENTA	06122007 4310	33.02		
	EPSON UC HD PHTO BLK INK	10000017 4310	128.52		
	EPSON UCHD LIGHT CYAN INK	10000017 4310	128.52		
	EPSON HCHD VIVID LT	10000017 4310	128.52		
	EPSON EP24100 ENHANCED	10021007 4310	99.48		
			655.98		WA 00863872
BLUE ROSE STUDIO	CERAMICS CLAY SUPPLIES	10021000 4311	387.88		
			387.88		WA 00863873
BREMER AUTO PARTS	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	137.56		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	15.66		
	PARTS/TOOLS FOR LE VEHICLE	21055003 4520	302.19		
	FIRE ACADEMY OPERATIONAL	21335000 4520	32.31		
	OIL COOLER -	21055005 4520	754.25		
			<u>1,241.97</u>		WA 00863874
CDW GOVERNMENT INC	HP Scanjet Pro 3000 sheet	64642002 6411	785.74		
	Hyper X Predator - DDR4 32 GB	67873200 6411	1,175.80		
	ENVIRONMENTAL FEE	68400382 5571	5.00		
	MSFT SURFACE PRO I5	68400382 6411	1,311.74		
	MSFT SURFACE PRO TYPE	68400382 6411	104.06		
			<u>3,382.34</u>		WA 00863875
CENTURY MARTIAL ARTS	REVERSIBLE 1.5" PUZZLE MAT	08350000 4310	1.02		
	POSTAGE & HANDLING	08350000 4310	49.88		
	SURCHARGE-OVERSIZED	08350000 4310	70.00		
	REVERSIBLE 1.5" PUZZLE MAT	08350017 4310	502.85		
	TP RUBBER HAND GUN	69610007 4310	149.90		
	SHIPPING	69610007 4310	17.90		
			<u>791.55</u>		WA 00863876
CHEMSEARCH FE	CITRI-SHIELD 11, 12X24 OZ.,	65110000 4520	274.16		
	E-100 W/SAFETY KIT, 6X9 LB.	65110000 4520	307.21		
	USOLV, 12X32 OZ, US FE	65110000 4520	222.32		
	FREIGHT CHARGES	65110000 4520	0.00		
			<u>803.69</u>		WA 00863877
CITY OF SANTA MARIA	PCPA DISPOSAL SITE LANDFILL	10071300 5570	39.44		
	DISPOSAL SITE LANDFILL	65700000 5570	95.14		
			<u>134.58</u>		WA 00863878
CITY OF SANTA MARIA SM	Sub Recipient Agreement	68400382 5112	3,785.76		
	Sub Recipient Agreement	68400382 5112	424.50		
			<u>4,210.26</u>		WA 00863879
COLUMBIA DENTOFORM	ORAL CAVITY COVER	12401007 4310	259.60		
	UPPER GUM	12401007 4310	193.80		
	SHIPPING AND HANDLING	12401007 4310	35.00		
			<u>488.40</u>		WA 00863880
CUSTOM COLORS &	Auto Body Instr Supplies	09482007 4310	54.40		
			<u>54.40</u>		WA 00863881
Davis, Henry T	VeteranCounselorTraining	63220014 5210	296.91		
			<u>296.91</u>		WA 00863882
ELLUCIAN COMPANY LP	Maintenance BCM Bundle (2);	67873100 5660	16,189.00		
			<u>16,189.00</u>		WA 00863883
EWING IRRIGATION	FERTILIZER, BEST 21-2-4	65510000 4520	776.87		
			<u>776.87</u>		WA 00863884

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
FEDERAL EXPRESS CORP	ST EQUITY OVERNIGHT	63220014 5870	371.31		
	MAILINGS FOR ACCT #1104-8488	67710300 5870	54.23		
			<u>425.54</u>		WA 00863885
FISHER FLOORS INC	Furnish Armstrong VTC Tiles	09340011 6211	8,060.85		
	Sand and prep floors in old	09340011 6212	350.00		
	Labor and installation	09340011 6212	2,550.00		
			<u>10,960.85</u>		WA 00863886
FISHER SCIENTIFIC CO	Hydrogen Peroxide, 3.785L,	19010007 4310	60.91		
	Hydrogen Peroxide, 30%, 500	19010007 4310	92.97		
	Potassium Iodide, 500g,	19010007 4310	444.74		
	Fuel Surcharge	19010007 4310	4.46		
	Sodium Chloride, 3 kg,	19050000 4311	62.10		
	Filter Paper, 11cm, #09-795D	19050000 4311	59.16		
	Filter Paper, Gr1 7 cm,	19050000 4311	40.18		
	Sodium Hydroxide Pellets, 2.5	19050000 4311	142.40		
	Fuel Surcharge	19050000 4311	4.44		
	Needle 22GA 1 inch, 12/pk,	19050000 4311	30.24		
	Lab Coat womens, #19-166-282	19050007 4310	40.59		
			<u>982.19</u>		WA 00863887
FRONTIER	TELEPHONE SERVICE	65700000 5540	15.92		
			<u>15.92</u>		WA 00863888
FRONTIER	TELEPHONE SERVICE	65700400 5540	801.29		
			<u>801.29</u>		WA 00863889
FULLY INC.	STANDING DESK, JARVIS	67343000 6410	1,510.92		
			<u>1,510.92</u>		WA 00863890
Galindo, Sara Bell	Various Local Mileage	63221021 5210	28.34		
	Various Local Mileage	63221021 5210	43.60		
			<u>71.94</u>		WA 00863891
HAMON OVERHEAD DOOR	LUBE ROLL UP DOOR, BLDG. P	65110000 4520	7.02		
	LABOR CHARGES	65110000 5650	156.00		
			<u>163.02</u>		WA 00863892
HARDY DIAGNOSTICS	SCIENCE LAB SUPPLIES	60100407 4310	25.34		
			<u>25.34</u>		WA 00863893
HENRY SCHEIN INC	DRI-GARD TOWEL GREEN 13X19	70101241 4310	22.67		
	HEADREST COVERS	70101241 4310	25.89		
	CRITERION GLOVE PF NITRIL	70101241 4310	22.65		
	CRITERION GLOVE PF NITRIL XS	70101241 4310	22.65		
	ALPHA AIR EARLOOP MASK	70101241 4310	42.29		
	ALPHA AIR EARLOOP MASK	70101241 4310	21.15		
	MAXI-GARD LAB COAT CEIL B	70101241 4310	28.11		
	PURELL HAND SANITIZER	70101241 4310	27.60		
	OPTIM 33 TB WIPES	70101241 4310	79.64		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	CITRISIL SHOCK	70101241 4310	21.58		
	CRITERION GLOVE PF NITRIL	70101241 4310	22.65		
	VENTURE SPONGE NON-WOVEN	70101241 4310	88.83		
	SHIPPING AND HANDLING	70101241 4310	2.74		
			428.45		WA 00863894
Hernandez, Felix O	REIMB FOR FEDEX POSTAGE T	66240000 5870	44.34		
			44.34		WA 00863895
HOUGHTON MIFFLIN	BOOKS FOR SM LIBRARY	49306012 6310	1,925.64		
			1,925.64		WA 00863896
Houghton, Susan M	Off-Site-Conference/Bus Exp	67160000 5210	34.02		
			34.02		WA 00863897
INDUSTRIAL MEDICAL	MEDICAL EXPENSES JULY 1,	67300100 5821	85.00		
			85.00		WA 00863898
INDUSTRIAL TRUCK	BLACK STEEL STAKES,	67772000 4520	3,834.00		
	T&G FLOOR DECKING, ALUM,	67772000 4520	2,808.00		
	TORX, ZINC PLATED,	67772000 4520	86.40		
	PAINT MATERIALS: CAB	67772000 4520	486.00		
	PAINT MATERIALS: BODY	67772000 4520	270.00		
	LABOR CHARGES	67772000 5650	4,855.00		
	TOOL BOXES, BUYERS H361818	67772000 6410	1,033.13		
			13,372.53		WA 00863899
JOBELEPHANT.COM INC	ADVERTISING FOR	59902000 5880	10.00		
			10.00		WA 00863900
Johnson, Michael L	REIMBURSE STAGELIGHT	10081007 4310	74.53		
			74.53		WA 00863901
JR BARTO HEATING &	INSTALL CUSTOMER SUPPLIED	65110000 6211	333.95		
	TRUCK/FUEL SURCHARGE	65110000 6211	40.00		
	LABOR CHARGES	65110000 6212	1,507.00		
	EXP. PROOF MOTOR, 1 HP	65110400 4520	711.56		
	TRUCK/FUEL SURCHARGE	65110400 4520	30.00		
	SEAL TIGHT, HIGH TEMP, 10'	65110400 4520	190.88		
	WIRE, HIGH TEMP NO. 12, 30 FT	65110400 4520	182.86		
	SEAL TIGHT FITTINGS, MISC.	65110400 4520	16.16		
	LABOR CHARGES	65110400 5650	1,100.00		
	UPBLAST FAN	65110400 6413	2,039.71		
	SHIP/FREIGHT CHARGES	65110400 6413	138.90		
			6,291.02		WA 00863902
KUBOTA LEASING	LEASE PURCHASE OF KUBOTA	65511400 6450	806.02		
			806.02		WA 00863903
LECTORUM	El alquimista	49306012 4310	80.95		
	Las Aventuras de Huckleberry	49306012 4310	366.98		
	Beisbol en abril y otros	49306012 4310	214.92		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	The Sign of the Beaver	49306012 4310	38.86		
	Island of the Blue Dolphins	49306012 4310	19.43		
	La Isla de los delfines Azules	49306012 4310	12.95		
	Quien fue Mark Twain?	49306012 4310	10.79		
	Quien fue Harriet Tubman?	49306012 4310	10.79		
	Lejos del polvo	49306012 4310	302.18		
	Discount	49306012 4310	-209.14		
	Shipping	49306012 4310	60.94		
			<u>909.65</u>		WA 00863904
LINCOLN ELECTRIC	Instructional Supplies for	09565000 4311	638.97		
	Instructional Supplies for	09565000 4311	217.18		
	Instructional Supplies for	09565000 4311	70.05		
			<u>926.20</u>		WA 00863905
LOMPOC UNIFIED SCHOOL	Reimbursement for AB104 16/17	49306022 5112	78,170.56		
			<u>78,170.56</u>		WA 00863906
LOVARC	FEE AGREEMENT FOR SPRING	49303120 5130	313.20		
			<u>313.20</u>		WA 00863907
METTLER TOLEDO INC	Pan support, #11124249	19050007 4310	24.62		
	Balance Pan, #12122010	19050007 4310	69.34		
	Shipping Charges	19050007 4310	13.07		
			<u>107.03</u>		WA 00863908
MISSION LINEN &	LAUNDRY SERVICES FOR AUT@	9480000 5550	32.15		
	UNIFORM SERVICES/TOWELS	67772000 5550	33.39		
	LAUNDRY SERVICES FOR AUT@	9482000 5550	8.67		
			<u>74.21</u>		WA 00863909
MOORE MEDICAL LLC	VISION SCREENER V4 OCC LET	64400002 6410	3,276.13		
			<u>3,276.13</u>		WA 00863910
NATIONAL STUDENT	STUDENT TRACKER PREMIUM;	64900006 5670	999.99		
	STUDENT TRACKER PREMIUM;	66201005 5670	995.01		
			<u>1,995.00</u>		WA 00863911
NILES BIOLOGICAL	SCIENCE LAB SUPPLIES	60100407 4310	124.68		
	SCIENCE LAB SUPPLIES	60100407 4310	11.00		
			<u>135.68</u>		WA 00863912
			<u>0.00</u>		
			<u>0.00</u>	V VD	WA 00863913
OFFICE DEPOT INC	MISC OFFICE/OPERATIONAL	09000000 4520	84.94		
	Instructional Supplies for	09250007 4310	6.61		
	ART SUPPLIES	10021007 4310	59.36		
	ART SUPPLIES	10021007 4310	212.64		
	ART SUPPLIES	10021007 4310	109.07		
	INSTRUCTIONAL SUPPLIES	10300007 4310	239.39		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
	INSTRUCTIONAL SUPPLIES	11010007 4310	56.08		
	INSTRUCTIONAL SUPPLIES	11010007 4310	1.61		
	INSTRUCTIONAL SUPPLIES	11010007 4310	54.10		
	Instructional Supplies until	13010007 4310	64.02		
	OFFICE AND OPERATIONAL	13051021 4520	146.21		
	Office Supplies thru 5/31/18	13060000 4520	152.88		
	OFFICE SUPPLIES OPEN UNTIL	15000010 4520	56.08		
	OFFICE SUPPLIES OPEN UNTIL	15000010 4520	23.31		
	OFFICE SUPPLIES OPEN UNTIL	15000010 4520	9.05		
	Office/Operational Supplies.	19000000 4520	161.51		
	Instructional Supplies thru	21040000 4310	150.18		
	FY183440 Office Supplies	21050000 4310	3.12		
	Office Supplies thru 5/31/18.	21050000 4520	175.00		
	SUPPLIES FOR LAW	21055000 4520	11.37		
	OFFICE SUPPLIES 3/1-5/31/2018	22000000 4520	35.97		
	OFFICE SUPPLIES 3/1-5/31/2018	22000000 4520	10.79		
	PURELL SANITIZING WIPES,	60100407 4310	102.38		
	OFFICE DEPOT DRY ERASE	60100407 4310	38.77		
	OFFICE DEPOT DRY ERASE	60100407 4310	7.75		
	HP 507A CYAN ORIGINAL TONER	60100407 4310	186.82		
	HP 507A YELLOW ORIGINAL	60100407 4310	186.82		
	HP 507A BLACK ORIGINAL	60100407 4310	125.43		
	Open PO for office and center	60100703 4520	9.71		
	Open PO for office and center	60100703 4520	52.53		
	MISC. OFFICE SUPPLIES 1/3/18	61201400 4520	100.30		
	PAPER MATE BALLPOINT STICK	62100000 4520	7.36		
	BIC MECHANICAL PENCILS	62100000 4520	5.93		
	CANON LS-82Z CALCULATOR	62100100 4520	10.26		
	CLOROX DISINFECTING WIPES	62100100 4520	28.49		
	OFFICE DEPOT ORGANIZER	62100100 4520	16.84		
	SWINGLINE ELECTRIC STAPLER	62100100 4520	19.21		
	LEE SORTKWIK HYGIENIC	62100100 4520	9.91		
	OFFICE DEPOT TOP TAB COLOR	62100100 4520	10.14		
	AVERY FILE FOLDER LABELS	62100100 4520	11.66		
	PILOT G-2 FINE POINT GEL INK	62100100 4520	11.72		
	OFFICE DEPOT HANGING	62100100 4520	5.71		
	HP 78A BLACK LASER JET	62100100 4520	53.20		
	SHARPIE FINE-POINT MARKERS	62100100 4520	14.60		
	SHARPIE ULTRA-FINE MARKERS	62100100 4520	7.30		
	GENERAL OFFICE SUPPLIES	64300002 4520	173.70		
	OFFICE SUPPLIES FOR VP, IE	66201000 4520	127.20		
	OFFICE SUPPLIES FOR VP, IE	66201000 4520	37.47		
	OFFICE SUPPLIES	67111000 4520	21.90		
	OFFICE SUPPLIES 1/1/18-5/31/18	67220000 4520	319.13		
	OFFICE SUPPLIES FOR HUMAN	67300100 4520	21.96		
	OFFICE SUPPLIES FOR HUMAN	67300100 4520	32.38		
	OFFICE SUPPLIES FOR HUMAN	67300100 4520	171.88		
	OFFICE/OPERATIONAL SUPPLIES	68101000 4520	415.14		
	OFFICE/OPERATIONAL SUPPLIES	68101000 4520	10.37		
	Instructional Supplies for	09250007 4310	56.79		
	OFFICE SUPPLIES FOR 7/1/17 TO	64744000 4520	290.87		
	OFFICE SUPPLIES	67873000 4520	125.84		
			4,650.76		

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Vendor Name	Description	Budget Code	Amount	Status	Warrant
ORCHARD	Supplies for the Chemistry	19050007 4310	86.54		
	HARDWARE SUPPLIES	65110000 4520	17.69		
	HARDWARE SUPPLIES	65110000 4520	8.19		
	HARDWARE SUPPLIES	65110000 4520	10.24		
	HARDWARE SUPPLIES	65110000 4520	6.11		
	HARDWARE SUPPLIES	65110000 4520	9.22		
	HARDWARE SUPPLIES	65110000 4520	3.07		
			<u>141.06</u>		WA 00863915
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	1,318.94		
	ELECTRICITY SERVICES	68103000 5520	329.74		
			<u>1,648.68</u>		WA 00863916
PACIFIC GAS & ELECTRIC	ELECTRICITY SERVICES	65700000 5520	69.74		
	ELECTRICITY SERVICES	68103000 5520	17.44		
			<u>87.18</u>		WA 00863917
PANERA BREAD CAFE 3180	FOOD FOR BRIDGES TO	63221021 4710	253.51		
			<u>253.51</u>		WA 00863918
Parisi, Robert	Local Mileage	64642002 5210	39.24		
			<u>39.24</u>		WA 00863919
POWERSTRIDE BATTERY	BATTERY, 31A-9MF, 950CCA	67772000 4520	234.17		
	CA BATTERY RECYCLING FEE	67772000 4520	2.00		
			<u>236.17</u>		WA 00863920
PROCARE JANITORIAL	CUSTODIAL SUPPLIES FOR	65311000 4520	2,135.71		
			<u>2,135.71</u>		WA 00863921
PROQUEST LLC	MISC. BOOKS FROM LOLA	61201009 6310	93.09		
			<u>93.09</u>		WA 00863922
QUINN COMPANY	INSTRUCTIONAL SUPPLIES FOR	09565007 4310	151.77		
			<u>151.77</u>		WA 00863923
R&R ROLL-OFF	DISPOSAL FEE MIXED DEBRIS	65110000 5570	277.68		
	SANTA MARIA FRANCHISE FEE	65110000 5570	9.15		
	40 YARD DROP BOX PER	65110000 5690	180.00		
			<u>466.83</u>		WA 00863924
RAY'S AUTO PARTS	SUPPLIES PER STATEMENT	67772000 4520	32.19		
	SUPPLIES PER STATEMENT	67772000 4520	13.22		
	SUPPLIES PER STATEMENT	67772000 4520	90.46		
	SUPPLIES PER STATEMENT	67772000 4520	81.82		
	SUPPLIES PER STATEMENT	67772000 4520	62.77		
	SUPPLIES PER STATEMENT	67772000 4520	8.42		
	SUPPLIES PER STATEMENT	67772000 4520	6.47		
	SUPPLIES PER STATEMENT	67772000 4520	167.82		
	SUPPLIES PER STATEMENT	67772000 4520	50.45		
	SUPPLIES PER STATEMENT	67772000 4520	-42.49		

**Allan Hancock College
Warrant Register**

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
	SUPPLIES PER STATEMENT	67772000 4520	14.34		
	SUPPLIES PER STATEMENT	67772000 4520	85.18		
	SUPPLIES PER STATEMENT	67772000 4520	59.62		
			<u>630.27</u>		WA 00863925
SABER, ISABELLE	REIMBURSEMENT FOR TRAVEL	59902000 5221	600.00		
			<u>600.00</u>		WA 00863926
SAMY'S CAMERA	SureColor P9000SE 44" PRINTER	60200141 6411	5,382.11		
	SureColor P7000SE 24" PRINTER	60200141 6411	3,609.63		
	Rebate	60200141 6411	-1,750.00		
	T824 HDX Green Ink 350ml	60200141 6411	404.06		
	T824 HDX Orange Ink 350ml	60200141 6411	404.06		
	T824 Lt Black Ink 350ml	60200141 6411	404.06		
	T824 Lt Cyan Ink 350ml	60200141 6411	404.06		
	T824 Lt Lt Black 350ml	60200141 6411	404.06		
	T824 Matte Black Ink 350ml	60200141 6411	404.06		
	T824 Photo Black 350ml	60200141 6411	404.06		
	T824 Vivid Lt Magenta 350ml	60200141 6411	404.06		
	T824 Vivid Magenta 350ml	60200141 6411	404.06		
	T824 Yellow Ink 350ml	60200141 6411	404.06		
	T824 Cyan Ink 350ml	60200141 6411	404.09		
	T824 CYAN INK 350ML	10021007 4310	141.15		
	T824 HDX GREEN INK 350ML	10021007 4310	141.15		
	T824 HDX ORANGE INK 350ML	10021007 4310	141.15		
	T824 LT BLACK INK 350ML	10021007 4310	141.15		
	T824 LT CYAN INK 350ML	10021007 4310	141.15		
	T824 LT LT BLACK 350ML	10021007 4310	141.15		
	T824 MATTE BLACK INK 350ML	10021007 4310	141.15		
	T824 PHOTO BLACK 350ML	10021007 4310	141.15		
	T824 VIVID LT MAGENTA 350ML	10021007 4310	141.15		
	T824 VIVID MAGENTA 350ML	10021007 4310	141.15		
	T824 YELLOW INK 350ML	10021007 4310	141.18		
			<u>13,239.11</u>		WA 00863927
SANTA BARBARA CO	WRC PARTNER CHARGES	10000020 5630	1,676.22		
			<u>1,676.22</u>		WA 00863928
SANTA BARBARA CO	Gold Sponsor for 2019 I Am AG	01010002 5880	500.00		
			<u>500.00</u>		WA 00863929
SENTRO TECH CORP	Box Furnace ST-1100C-458	09011001 6410	1,975.00		
	Crating	09011001 6410	105.00		
	Shipping	09011001 6410	350.00		
			<u>2,430.00</u>		WA 00863930
SMART & FINAL	FOOD FOR STUDY A THON AND	63220014 4710	100.89		
	FOOD FOR STUDY A THON AND	63220014 4710	295.26		
	FOOD/SUPPLIES FOR STUDENT	63220014 4710	161.78		
	FOOD SUPPLIES	64300008 4710	322.32		
			<u>880.25</u>		WA 00863931

Allan Hancock College

Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
SOUTH, GREGORY	REIMBURSEMENT FOR TRAVEL	59902000 5221	300.00		
			<u>300.00</u>		WA 00863932
SOUTHERN CALIFORNIA	GAS SUPPLY 7/1/17-6/30/18	65700000 5510	6,218.94		
	GAS SUPPLY 7/1/17-6/30/18	68103000 5510	1,554.73		
			<u>7,773.67</u>		WA 00863933
SPORT & CYCLE TEAM	FASTPITCH BATS	69610003 6410	1,507.64		
	SHIPPING	69610003 6410	277.30		
	CATCHER'S GEAR SET	69610007 4310	529.17		
	FASTPITCH GLOVES	69610007 4310	259.14		
	LITE FLIGHT SOFTBALLS	69610007 4310	431.78		
	RUBBER HOMEPLATES	69610007 4310	32.40		
	BALL BUCKETS	69610007 4310	56.12		
	TRAINING CONES/SAUCERS	69610007 4310	21.38		
	36" INFIELD RAKES	69610007 4310	151.16		
	FIELD TRAINING GLOVES	69610007 4310	107.89		
	RESISTANCE BANDS	69610007 4310	43.16		
	GAME BALLS OFFICIAL	69610007 4310	285.08		
			<u>3,702.22</u>		WA 00863934
STELLAR INDUSTRIAL	3-in-1 Machinist Kit	09563000 4310	547.24		
	Shipping	09563000 4310	74.46		
	3-in-1 Machinist Kit	09563000 4311	2,188.94		
			<u>2,810.64</u>		WA 00863935
Teniente, Yvonne D	VeteranCounselorTraining	63220014 5210	296.91		
			<u>296.91</u>		WA 00863936
UNITED PARCEL SERVICE	UPS CHARGES	67700000 5870	60.84		
			<u>60.84</u>		WA 00863937
URBANE CAFE	LUNCH FOR WELLNESS	64400002 4710	86.40		
	SANDWICH PLATTER UC	64400002 4710	129.60		
	HOUSE SIDE SALAD	64400002 4710	21.60		
	ADD HOUSE SALAD TO	64400002 4710	10.80		
	FRUIT PLATTER	64400002 4710	32.40		
	DELIVERY FEE	64400002 4710	10.00		
			<u>290.80</u>		WA 00863938
US BANK CORPORATE	NORTH CHINA - BOARD DINNER	66100000 4710	177.95		
	AHC BOOKSTORE	69900051 4515	40.82		
	URBANE CAFE - GUIDED	69900051 4710	109.99		
			<u>328.76</u>		WA 00863939
US DEPT-VETERANS	Check Contract Clearing	00000010 9190	138.00		
	Check Contract Clearing	00000010 9190	332.00		
			<u>470.00</u>		WA 00863940
WESTERN WAYS	JANITORIAL SERVICES AT	66241000 5112	800.00		
			<u>800.00</u>		WA 00863941

Allan Hancock College

Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
WINSTEAD, CANDACE	2018 BttB Annual Ethics	04010022 5110	300.00		
			<u>300.00</u>		WA 00863942
YANKEE BOOK PEDDLER	BOOKS FOR SM LIBRARY	61201000 6310	68.09		
	BOOKS FOR SM LIBRARY	61201000 6310	1.00		
			<u>69.09</u>		WA 00863943
ZUNIGA, ANA E	PROVIDE FIRST AID AND CPR	13051021 5110	130.00		
	ADDITIONAL SERVICES -	13051021 5110	130.00		
			<u>260.00</u>		WA 00863944
MID STATE CONTAINER	CONTAINERS-40' CARGO	71810006 6410	3,078.00		
	CONTAINERS-40' CARGO	71810006 6410	3,078.00		
	DELIVERY CHARGE	71810006 6410	244.00		
			<u>6,400.00</u>		WB 00863945
EXCHANGE PRESS INC	BRING THE OUTSIDE IN	69297131 4520	264.00		
	Shipping and Handling	69297131 4520	13.26		
	Discount	69297131 4520	-52.80		
			<u>224.40</u>		WE 00863946
OFFICE DEPOT INC	Office Supplies through	33697009 4520	211.66		
	Office Supplies through	33697019 4520	211.66		
			<u>423.32</u>		WE 00863947
SAVE MART	Food Supplies for Children's	33697017 4710	40.62		
	Food Supplies for Children's	33697017 4710	29.88		
	Food Supplies for Children's	33697017 4710	18.84		
	Food Supplies for Children's	33697017 4710	42.38		
			<u>131.72</u>		WE 00863948
PUBLIC AGENCY LAW	AMENDMENT TWO FOR	71710046 5730	9,821.50		
	LEGAL MEDIATION SERVICES	71710117 5730	758.20		
			<u>10,579.70</u>		WI 00863949
Fox, Alicia Marie	ALL Conf-San Marcos	63220014 5210	478.71		
			<u>478.71</u>		WA 00863950
Johnson, Kathleen	CADAT-Long Beach	60200141 5210	1,286.92		
			<u>1,286.92</u>		WA 00863951
KINCARES INC	AMENDMENT FOR ADDITIONAL	13051021 5112	1,500.00		
			<u>1,500.00</u>		WA 00863952
Lamica, Thomas J	Various Local Mileage	60200141 5210	316.10		
	Various Local Mileage	60200141 5210	174.40		
	Various Local Mileage	60200141 5210	130.80		
	Various Local Mileage	60200141 5210	56.03		
			<u>677.33</u>		WA 00863953
Manalo, Lauro	COADN-Fish Camp	60200141 5210	92.75		

Allan Hancock College

Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Vendor Name	Description	Budget Code	Amount	Status	Warrant
			92.75		WA 00863954
Quaid-Maltagliati, Marian	Various Local Mileage	62100100 5210	100.17		
	Ellucian Conf-San Diego	63221021 5210	389.06		
			489.23		WA 00863955
Rivera-Rojas, Arely	Various Local Mileage	64642002 5210	62.18		
			62.18		WA 00863956
KITCHELL CEM INC	Settlement Agreement related	71710005 5730	550,000.00		
			550,000.00		WI 00863957
SVA ARCHITECTS INC	Settlement Agreement related	71710005 5730	107,563.35		
			107,563.35		WI 00863958

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Warrant Register

Check Dates from 4/1/2018 to 4/30/2018

Fund and Reversal Summary

Totals By Fund:

Total for Fund 9410	2,129,006.66
Total for Fund 9421	0.00
Total for Fund 9433	5,342.42
Total for Fund 9441	837,438.38
Total for Fund 9446	23,884.92
Total for Fund 9447	4,083,164.91
Total for Fund 9461	65,451.00
Total for Fund 9462	229.99
Total for Fund 9463	0.00
Total for Fund 9473	0.00
Total for Fund 9476	0.00

Reversals:

Total for Fund 9410	830.40
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: 4/1/2018 - 4/30/2018

Check Date	Ck ID	Check #	Payee ID	Payee Name	Type	Status	Amount
04/05/2018	RC	00014794	V25132	Matthew Andersen	MW	IS	80.00
04/05/2018	RC	00014795	H20083843	Lori L Howard	MW	IS	35.00
04/05/2018	RC	00014796	E1008641	Maria Guadalupe Lopez-Pacheco	MW	IS	35.00
04/11/2018	RC	00014797	V12136	CAL POLY CORPORATION	MW	IS	250.00
04/16/2018	RC	00014798	H20075816	Joseph O Biggs	MW	IS	152.00
04/16/2018	RC	00014799	H20051451	Christopher E Chavez	MW	IS	152.00
04/16/2018	RC	00014800	V18572	HOLIDAY INN ONTARIO AIRPORT	MW	IS	2,204.85
04/16/2018	RC	00014801	H20055175	Anthony Lara	MW	IS	152.00
04/16/2018	RC	00014802	H20054259	Jacob M Rantz	MW	IS	152.00
04/16/2018	RC	00014803	V23890	SKILLS USA CALIFORNIA	MW	IS	790.00
04/18/2018	RC	00014804	V23885	MOXIE CAFE	MW	IS	648.00
04/23/2018	RC	00014805	E1004939	Josephine S Cabanas	MW	IS	50.00
04/24/2018	RC	00014806	E1006542	Kiri Villa	MW	IS	400.00
04/25/2018	RC	00014807	E1010298	Kenneth P McFarland	MW	IS	165.75

Total 5,266.60

Reversals: 0.00

Grand Total: 5,266.60

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT

June 12, 2018

ACRONYMS

AC SUPPLY	Air Conditioning Supply
ACTLA	Association of Colleges for Tutoring & Learning Assistance
AHC-AUXILIARY	Allan Hancock College - Auxiliary
AHC-FOUNDATION	Allan Hancock College - Foundation
AHC-PART-TIME	Allan Hancock College - Part Time Faculty
AP TECHNOLOGY LLC	Accuprint Technology
AT&T	American Telephone & Telegraph
CDW GOVERNMENT INC	Computer Discount Warehouse Government Inc
DLR GROUP	Dana Larson Roubal Group
DOCUTEAM	Document Team
ECONALLIANCE	Economic Alliance
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
GWS AUTOMOTIVE TRUCK	Greater Western Sydney Automotive Equipment
IPS GROUP INC	International Parking Systems
LOVARC	Life Options, Vocational and Resource Center
PPG ARCHITECTURAL FINISHES	Pittsburgh Paints & Glass Architectural Finishes
SISC III	Self Insured Schools of California
SLO PEST AND TERMITE	San Luis Obispo Pest and Termite
SVA ARCHITECTS	Simons Vasquez Associates Architects Inc
US DEPT-VETERANS	United States Department of Veterans Affairs
VTC ENTERPRISES	Vocational Training Center Enterprises

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Authorization to Declare District Property as Surplus	Item Number: 12.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 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 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
2004 Ford E-350, multiple issues with anti-lock braking system, turbo, and exhaust gas recirculation	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 of the item through the appropriate procedures.

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

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Acceptance of Donations	Item Number: 12.C.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

The fire technology department received (45) S3 Interspiro Air Packs, 45 face pieces, (90) 30-minute air bottles, and equipment pertaining to the air packs from the City of Santa Maria's Fire Department. The department intends to use the equipment for training purposes.

South Coast Region Agricultural Education Consortium donated a John Deere garden tractor with a 30" mechanical tiller. This donation is intended to maintain and improve the condition of the life and science department student garden.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the board of trustees accept (45) S3 interspiro air packs, (45) face pieces, (90) 30-minute air bottles, and equipment pertaining to the air packs from the City of Santa Maria's Fire Department and a John Deere garden tractor from South Coast Region Agricultural Education Consortium.

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

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	Item Number: 12.D.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 26

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 and 2018-2019 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
ENGINEERING TECHNOLOGY				
Nguyen, Lee		ET 100	Computer-Aided Drafting	.271
FIRE TECHNOLOGY				
Baker, David	40413	FT 308	Firefighter 1 Academy 1B	.147
Burch, William	40413	FT 308	Firefighter 1 Academy 1B	.059
Cocks, Arthur	40413	FT 308	Firefighter 1 Academy 1B	.165
Crotty, John	40413	FT 308	Firefighter 1 Academy 1B	.088
D'Andrea, Dana	40413	FT 308	Firefighter 1 Academy 1B	.059
Dickson, Douglas	40413	FT 308	Firefighter 1 Academy 1B	.118
Dodds, Kyle	40413	FT 308	Firefighter 1 Academy 1B	.029
Gonzales, Richard	40413	FT 308	Firefighter 1 Academy 1B	.235
Hart, Stanley	40413	FT 308	Firefighter 1 Academy 1B	.302
Janatsch, Bruce	40413	FT 308	Firefighter 1 Academy 1B	.206
Markley, John	40413	FT 308	Firefighter 1 Academy 1B	.059
Martinez, Christopher	40413	FT 308	Firefighter 1 Academy 1B	.088
Martinez, Essex	40413	FT 308	Firefighter 1 Academy 1B	.147
McLeod, Derek	40413	FT 308	Firefighter 1 Academy 1B	.029
McMann, Scott	40413	FT 308	Firefighter 1 Academy 1B	.088
Shay, Kevin	40413	FT 308	Firefighter 1 Academy 1B	.015
LAW ENFORCEMENT				
Abbas, Hussein	42380	LE 320	Basic Law Enforcement Academy	.029
Alvarez, Gabriel	42380	LE 320	Basic Law Enforcement Academy	.048
Bianchi, Catherine	40723	LE 351	Field Training Officer	.017
Bianchi, Catherine	42380	LE 320	Basic Law Enforcement Academy	.033
Dickel, Jason	40723	LE 351	Field Training Officer	.033
Dillard, Bryan	42380	LE 320	Basic Law Enforcement Academy	.184
Gerber, Sonny	42380	LE 320	Basic Law Enforcement Academy	.033
Gotschall, Christopher	42380	LE 320	Basic Law Enforcement Academy	.029
Hammill, Marc	42380	LE 320	Basic Law Enforcement Academy	.066
Huddle, Kevin	40723	LE 351	Field Training Officer	.067
Martinez, Michael	42380	LE 320	Basic Law Enforcement Academy	.059
Millard, Bryan	40723	LE 351	Field Training Officer	.033
Olmstead, Brian	42380	LE 320	Basic Law Enforcement Academy	.054
Reid, Robert	40723	LE 351	Field Training Officer	.017
Vega, Woodrow	42380	LE 320	Basic Law Enforcement Academy	.017

FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
ACCOUNTING				
Darwin, Brent	10081	ACCT 130	Financial Accounting	.212
Darwin, Brent	10689	ACCT 130	Financial Accounting	.212
AGRIBUSINESS				
Koch, Alfredo		AG 101	Intro to Winemaking/Enology	.212
ADMINISTRATION OF JUSTICE				
Avila, Al	10711	AJ 111	Criminal Investigation	.211
ANTHROPOLOGY				
Stokes, Brian	10050	ANTH 101	Intro to Biological Anthropology	.212
Stokes, Brian	10052	ANTH 102	Intro to Cultural Anthropology	.212
Stokes, Brian	10432	ANTH 102	Intro to Cultural Anthropology	.211
ART				
Hood, John	10026	ART 101	Art Appreciation	.212
Hood, John	10027	ART 101	Art Appreciation	.212
Hood, John	10605	ART 101	Art Appreciation	.212
ASTRONOMY				
Tobin, Vincent		ASTR 100	Elementary Astronomy	.212
BIOLOGY				
Fox, Alicia	10006	BIOL 100	Introductory Biology	.408
BUSINESS				
Bryant, Robert	10743	BUS 101	Introduction to Business	.189
Bryant, Robert	10216	BUS 101	Introduction to Business	.212
Bryant, Robert	10145	BUS 102	Marketing	.212
Comstock, Marie	10690	BUS 107	Human Relations in Business	.212
Comstock, Marie	10085	BUS 110	Business Law	.212
BUSINESS INFORMATION TECHNOLOGY				
Montanez-Rodriguez, Carmen	10122	CBIS 141	Microsoft Excel-Comprehensive	.212
BUSINESS OFFICE TECHNOLOGY				
Derry, Jody	10087	CBOT 131	Intro to Word Processing	.212
Derry, Jody	10150	CBOT 100	Keyboarding	.075
CHEMISTRY				
Nouri, Dustin	10148	CHEM 120	Introductory Chemistry	.392
O'Neill, Stephen	10008	CHEM 120	Introductory Chemistry	.392
O'Neill, Stephen	10815	CHEM 120	Introductory Chemistry	.195

FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
COMPUTER SCIENCE				
Wagner, Michael	10011	CS 102	Intro to Computing with HTML	.212
Wagner, Michael	10144	CS 111	Fundamentals of Programming 1	.283
DENTAL ASSISTING				
Johnson, Kathleen	10146	DA 310	Exploring Career Opportunities	.066
ECONOMICS				
Elliott, Herbert	10053	ECON 101	Principles of Macro-Economics	.212
Elliott, Herbert	10054	ECON 102	Principles of Micro-Economics	.212
Elliott, Herbert	10506	ECON 101	Principles of Macro-Economics	.212
EARLY CHILDHOOD STUDIES				
Caddell, Alice	10079	ECS 100	Child Growth and Development	.212
Demchak, Karan	10199	ECS 101	Child, Family and Community	.212
Demchak, Karan	10627	ECS 101	Child, Family and Community	.211
Roepke, Thesa	10716	ECS 118	Practicum: Preschool	.365
EMERGENCY MEDICAL SERVICES				
Messina, Michael		EMS 306	CPR for Healthcare Providers	.033
Messina, Michael		EMS 306	CPR for Healthcare Providers	.034
Messina, Michael		EMS 306	CPR for Healthcare Providers	.033
Messina, Michael		EMS 306	CPR for Healthcare Providers	.033
ENGLISH				
Adams, Kathryn	10095	ENGL 102	Freshman Comp: Literature	.234
Adams, Kathryn	10099	ENGL 131	American Lit 1865 to Present	.212
Dimick, Janae	10219	ENGL 106	Creative Writing	.234
Dimick, Janae	10633	ENGL 133	Modern Fiction	.212
Farley, Susan	10091	ENGL 101	Freshman Comp: Exposition	.306
Jozwiak, Jennifer		ENGL 110	Grammar for College and Career	.212
Kopecky, Susannah	10636	ENGL 101	Freshman Comp: Exposition	.309
Nunez, Christina	10139	ENGL 103	Critical Thinking & Composition	.234
Nunez, Christina	10195	ENGL 101	Freshman Comp: Exposition	.306
Raybould-Rodgers, Julia	10089	ENGL 101	Freshman Comp: Exposition	.306
Raybould-Rodgers, Julia	10096	ENGL 103	Critical Thinking & Composition	.234
Read, James	10088	ENGL 101	Freshman Comp: Exposition	.306
Read, James	10090	ENGL 101	Freshman Comp: Exposition	.306
ENVIRONMENTAL HEALTH & SAFETY				
Treur, Kristy	10561	ENVT 450	HAZWOPER – Refresher 8 hr.	.034
FILM				
Hite, Christopher	10813	FILM 105	Film and Television Writing I	.272
Webb, Timothy	10723	FILM 102	Hollywood & the American Film	.272
Webb, Timothy	10724	FILM 103	Contemporary Latin American Film	.272

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
GEOGRAPHY				
Straub, Christopher	10186	GEOG 102	Human Geography	.212
Straub, Christopher	10108	GEOG 101	Physical Geography	.212
HEALTH EDUCATION				
Bates, Sheri	10039	HED 100	Health and Wellness	.212
Bates, Sheri	10040	HED 100	Health and Wellness	.212
Bates, Sheri	10169	HED 100	Health and Wellness	.212
Damron, Seth	10161	HED 100	Health and Wellness	.208
Maumausolo, Scia		HED 100	Health and Wellness	.212
HISTORY				
Bierly, Gary	10055	HIST 101	World Civilizations to 1600	.212
Bierly, Gary	10057	HIST 102	World Civilizations Since 1500	.212
Bierly, Gary	10158	HIST 105	Western Civilizations Since 165	.212
Hall, Roger	10058	HIST 107	US History to 1877	.212
Hall, Roger	10060	HIST 108	US History 1877 to Present	.212
Hall, Roger	10063	HIST 119	History of California	.212
Hall, Roger	10159	HIST 118	US History	.212
LAW ENFORCEMENT				
George, Kenneth	10822	LE 320	Basic Law Enforcement Academy	.037
George, Kenneth	10744	LE 320	Basic Law Enforcement Academy	.015
George, Kenneth	10706	LE 320	Basic Law Enforcement Academy	.062
George, Kenneth	10683	LE 320	Basic Law Enforcement Academy	.004
Whitham, David	10822	LE 320	Basic Law Enforcement Academy	.029
Whitham, David	10744	LE 320	Basic Law Enforcement Academy	.033
Whitham, David	Assigned	LE	Coordinator POST	.425
MATHEMATICS				
Chung, Eui	10016	MATH 141	Precalculus	.444
Chung, Eui	10260	MATH 141	Precalculus	.444
Mitchim, Jon	10012	MATH 123	Elementary Statistics	.378
Mitchem, Jon	10017	MATH 311	Algebra 1	.306
Pavone, Christopher	10111	MATH 181	Calculus 1	.378
Pavone, Christopher	10825	MATH 181	Calculus 1	.378
Strance, Deborah		MATH 309	Algebra and Math Literacy	.189
West, Elizabeth		MATH 309	Algebra and Math Literacy	.189
Yavari, Mina	10015	MATH 131	College Algebra	.306
Yavari, Mina	10020	MATH 331	Algebra 2	.378
MUSIC				
Diaz, Christopher		MUS 160	Music Business	.139
NURSING				
Bellrose, Joann	10022	NURS 320	Gerontology	.139
Bellrose, Joann	10708	NURS 416	Certified Home Health Aide	.188
Conner, Bethany	10709	NURS 335	Skin & Musculoskeletal System	.044
Conner, Bethany	10710	NURS 328	Clinical Lab 2	.364
Conner, Bethany	10817	NURS 422	EKG/Monitor Observer	.068

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Donnelly, Jane	10817	NURS 422	EKG/Monitor Observer	.034
Donnelly, Jane	10710	NURS 328	Clinical Lab 2	.033
McComas, Megan	10709	NURS 335	Skin & Musculoskeletal System	.133
McComas, Megan	10710	NURS 328	Clinical Lab 2	.397
Nelson, Mary	10023	NURS 327	Digestive and Urinary Systems	.178
Nelson, Mary	10708	NURS 416	Certified Home Health Aide	.088
PERSONAL DEVELOPMENT				
Britten, Benjamin	10183	PD 101	Success in College	.208
Campos, Mary	10589	PD 110	College Success Seminar	.069
Diaz, Cynthia	10586	PD 110	College Success Seminar	.069
English, Blake	10275	PD 100	Personal & Career Exploration	.212
Morales, Mayra	10221	PD 110	College Success Seminar	.069
Perales, Carissa	10276	PD 110	College Success Seminar	.069
Perales, Carissa	10446	PD 110	College Success Seminar	.069
Ramirez, Antonio	10109	PD 100	Personal & Career Exploration	.208
Tuan, Juanita	10583	PD 110	College Success Seminar	.069
Villa, Kiri	10590	PD 110	College Success Seminar	.069
Zepeda de Rosas, Maria	10584	PD 110	College Success Seminar	.069
Zepeda de Rosas, Maria	10587	PD 110	College Success Seminar	.069
PHYSICAL EDUCATION				
Aye, Tyson	10223	PE 100	Introduction to Kinesiology	.212
Aye, Tyson	10700	PE 100	Introduction to Kinesiology	.212
Aye, Tyson	10715	PE 140	Physical Fitness Laboratory	.114
Aye, Tyson	10717	PE 195	Intercollegiate Conditioning	.150
Damron, Seth	10816	PE 141	Physical Fitness Laboratory	.080
Damron, Seth	10715	PE 140	Physical Fitness Laboratory	.192
Dutra, Kristopher	10715	PE 140	Physical Fitness Laboratory	.231
Maumausolo, Scia	10715	PE 140	Physical Fitness Laboratory	.120
Stevens, Christopher	10707	PE 121	Swim Fitness Lab	.284
Stevens, Christopher	10715	PE 140	Physical Fitness Laboratory	.071
INTERCOLLEGIATE ATHLETICS				
Aye, Tyson		PEIA 195	Intercollegiate Conditioning	.151
Damron, Seth	10718	PEIA 195	Intercollegiate Conditioning	.074
Dutra, Kristopher	10719	PEIA 195	Intercollegiate Conditioning	.134
Maumausolo, Scia	10720	PEIA 195	Intercollegiate Conditioning	.074
Stevens, Christopher	10721	PEIA 195	Intercollegiate Conditioning	.071
PHILOSOPHY				
Bierly, Gary	10066	PHIL 101	Survey of Philosophy	.212
POLITICAL SCIENCE				
Patrick, Frederic	10143	POLS 103	American Government	.212
Patrick, Frederic	10187	POLS 103	American Government	.208
Patrick, Frederic	10620	POLS 103	American Government	.212
PHYSICS				
Tobin, Vincent	10110	PHYS 110	Introductory Physics	.208

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
PSYCHOLOGY				
Haddad, Lubna	10075	PSY 118	Lifespan Development	.212
Vandermolen, Thomas	10069	PSY 101	General Psychology	.212
Vandermolen, Thomas	10072	PSY 112	Human Sexuality	.212
Vandermolen, Thomas	10132	PSY 117	Child Psychology	.212
Vandermolen, Thomas	10250	PSY 101	General Psychology	.212
SOCIOLOGY				
McNeil, Daniel	10076	SOC 101	Intro to Sociology	.212
McNeil, Daniel	10703	SOC 101	Intro to Sociology	.212
McNeil, Daniel	10256	SOC 110	Intro to Marriage and Family	.212
Restrepo, Alberto	10077	SOC 102	Social Problems	.212
Restrepo, Alberto	10107	SOC 120	Race and Ethnic Relations	.212
SPANISH				
Diaz, Claudia	10046	SPAN 101	Elementary Spanish 1	.333
Diaz, Claudia	10134	SPAN 101	Elementary Spanish 1	.350
Gomez De Torres, Ana	10565	SPAN 102	Elementary Spanish 2	.350
SPEECH COMMUNICATION				
Auten, Diane	10152	SPCH 103	Interpersonal Communication	.212
Auten, Diane	10208	SPCH 110	Intercultural Communication	.212
Schroeder, Jennifer	10228	SPCH 102	Small Group Communication	.208
Schroeder, Jennifer	10648	SPCH 101	Public Speaking	.208
WELDING TECHNOLOGY				
Marquez, Gabriel	10282	WLDT 309	Mini MIG (GMAW)	.120

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
AGRIBUSINESS				
Fuller, Richard	10002	AG 122	Viticulture Operations 3	.161
ADMINISTRATION OF JUSTICE				
Fuss, Glenn	10078	AJ 101	Intro to Criminal Justice	.211
Kruse, Kurt	10684	AJ 101	Intro to Criminal Justice	.211
Lupo, Edward	10257	AJ 101	Intro to Criminal Justice	.211
Vaughan, Chris	10258	AJ 101	Intro to Criminal Justice	.211
ANTHROPOLOGY				
Santy, Jenna	10685	ANTH 101	Intro to Biological Anthro	.211
ART				
Doe, Kristopher	10129	ART 101	Art Appreciation	.211
Doe, Kristopher	10686	ART 120	Drawing 1	.384
Durham, William	10028	ART 101	Art Appreciation	.211
Durham, William	10741	ART 101	Art Appreciation	.208
AMERICAN SIGN LANGUAGE				
Rivera, Maria	10133	ASL 120	American Sign Language	.211
Rivera, Maria	10645	ASL 130	Conversational ASL	.211
AUTOMOTIVE TECHNOLOGY				
Leonard, Richard	10643	AT 314	Suspension and Alignment	.411
Rosenthal, Mark	10201	AT 100	Automotive Fundamentals	.368
ATHLETIC TRAINING				
George, Kayla	10471	ATH 104	Care/Prevention-Ath Injuries	.263
BIOLOGY				
Doyle, Timothy	10123	BIOL 100	Introductory Biology	.398
Hadley, Wendy	10224	BIOL 100	Introductory Biology	.398
Knowles, Juliet	10225	BIOL 120	Humans & the Environment	.212
Marsh, Jennifer	10005	BIOL 100	Introductory Biology	.400
Mullen, Marsh	10124	BIOL 124	Human Anatomy	.398
Pierce, Kerry	10007	BIOL 100	Introductory Biology	.398
BUSINESS				
Murray, Earl	10639	BUS 160	Business Communications	.211
Murray, Earl	10640	BUS 160	Business Communications	.211
Murray, Earl	10743	BUS 101	Introduction to Business	.189

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
COUNSELING				
Clardy, Daniel	Assigned	Counselor	Adult Ed Block	.243
Davis, Henry	Assigned	Counselor	SM-UTC	.086
Garcia, Beverly	Assigned	Counselor	SM	.169
Machado, Michelle	Assigned	Counselor	SM-UTC	.135
McKinley, Lisa	Assigned	Counselor	SM-UTC	.135
Navarrette, Krystle	Assigned	Counselor	SM-UTC	.184
Pena-Rico, Edualdo	Assigned	Counselor	SM-UTC	.144
Teniente, Cecelia	Assigned	Counselor	SM	.100
Wright-Morgan, Christina	Assigned	Counselor	CARE Program	.022
Wright-Morgan, Christina	Assigned	Counselor	CAFYES	.046
Wright-Morgan, Christina	Assigned	Counselor	EOPS Program	.068
Wright-Morgan, Christina	Assigned	Coordinator		.046
CHEMISTRY				
Contu, Francesco	10010	CHEM 120	Introductory Chemistry	.392
Houlis, James	10226	CHEM 120	Introductory Chemistry	.392
DANCE				
Kim, Young	10713	DANC 186	Dance Production	.252
Kim, Young	10714	DANC 188	Inter Composition/Choreo	.294
Mann, Shandy	10687	DANC 155	Clinic in Pilates	.092
Segura, Monique	10713	DANC 186	Dance Production	.252
Segura, Monique	10714	DANC 188	Inter Composition/Choreo	.294
Vital, Horacio	10704	DANC 175	Clinic in Salsa	.092
ECONOMICS				
Fernandez-Vallej, Enrique	10637	ECON 130	Consumer and Family Finance	.211
Fernandez-Vallej, Enrique	10638	ECON 130	Consumer and Family Finance	.211
EARLY CHILDHOOD STUDIES				
Shaw, Michael	10247	ECS 100	Child Growth and Development	.211
Viker, Sharol	10200	ECS 104	Principles and Practices	.211
Viker, Sharol	10628	ECS 102	Child Health, Safety& Nutrition	.211
EMERGENCY MEDICAL SERVICES				
Pucciarelli, William	10262	EMS 306	CPR for Healthcare Providers	.033
Roehl, Susan	10232	EMS 306	CPR for Healthcare Providers	.033
Roehl, Susan	10691	EMS 300	Intro to Emergency Medical Services	.065
Roehl, Susan	10808	EMS 102	First Aid & Safety	.200
Schuetz-Jones, Deborah	10650	EMS 306	CPR for Healthcare Providers	.033
Turner, James	10215	EMS 306	CPR for Healthcare Providers	.033
Turner, James	10814	EMS 102	First Aid & Safety	.200

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
ENGLISH				
Carroll, Christopher	10137	ENGL101	Freshman Comp: Exposition	.306
Carroll, Christopher	10217	ENGL 103	Critical Thinking & Composition	.225
Davis, Jessica	10635	ENGL 101	Freshman Comp: Exposition	.306
Farrell, Tim	10170	ENGL 101	Freshman Comp: Exposition	.309
Halderman, Anthony	10140	ENGL 103	Critical Thinking & Composition	.228
Harris, Laura	10287	ENGL 595	Accel. Reading-Writing Skills	.378
Hidinger, Matthew	10098	ENGL 104	Technical Writing	.225
Huk, Peter	10233	ENGL 103	Critical Thinking & Composition	.234
Huk, Peter	10824	ENGL 103	Critical Thinking & Composition	.234
Licoscas, Christine	10097	ENGL 103	Critical Thinking & Composition	.225
Licoscas, Christine	10138	ENGL 103	Critical Thinking & Composition	.225
Loomis, Sherry	10121	ENGL 514	Writing Skills 4	.312
Miller, Mark	10093	ENGL 101	Freshman Comp: Exposition	.285
Miller, Mark	10094	ENGL 101	Freshman Comp: Exposition	.309
Shattuck, Patrick	10220	ENGL 103	Critical Thinking & Composition	.228
Sukrad, Wilma	10634	ENGL 595	Accel. Reading-Writing Skills	.387
Weyandt, Mary	10092	ENGL 101	Freshman Comp: Exposition	.300
ENGLISH AS A SECOND LANGUAGE				
Lomp Sandvik, Adrienne	10646	ESL 543	Listening & Speaking Skills 2	.208
ENGINEERING TECHNOLOGY				
Breschini, Timothy	10100	ET 100	Computer-Aided Drafting	.309
FAMILY & CONSUMER SCIENCE				
Curtis, Kathleen	10176	FCS 131	Life Management	.211
Rock, Sabrina	10642	FCS 131	Life Management	.211
FILM				
Simonsen, Michele	10785	FILM 101	Film Art & Communication	.273
Simonsen, Michele	10786	FILM 101	Film Art & Communication	.273
FRENCH				
Lewis, Corin	10604	FRCH 101	Elementary French	.333
FOOD SCIENCE & NUTRITION				
Benedict, Patricia	10249	FSN 109	Basic Nutrition for Health	.212
Benedict, Patricia	10632	FSN 109	Basic Nutrition for Health	.212
Kohlen, Corinne	10185	FSN 110	Nutrition Science	.212
Kohlen, Corinne	10194	FSN 110	Nutrition Science	.212
GEOGRAPHY				
Chaudhari, Rajni	10188	GEOG 103	World Regional Geography	.212
HEALTH EDUCATION				
Clark, Jada	10043	HED 100	Health and Wellness	.211
Griego, Clarence	10125	HED 100	Health and Wellness	.208
Maltagliati, Frank	10041	HED 100	Health and Wellness	.208

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Nickason, Scott	10210	HED 100	Health and Wellness	.211
Weare, Myrna	10042	HED 100	Health and Wellness	.211

HISTORY

Ashbaugh, John	10059	HIST 107	US History to 1877	.208
Ashbaugh, John	10061	HIST 108	US History 1877 to Present	.208
Christoferson, Jalaine	10056	HIST 101	World Civilizations to 1600	.211
Christoferson, Jalaine	10062	HIST 118	US History	.211
Hall, Kari	10254	HIST 118	US History	.211
Moreno, Michelle	10616	HIST 118	US History	.208
Severn, Joshua	10818	HIST 101	World Civilizations to 1600	.212

HUMAN SERVICES

Connolly, Linda	10080	HUSV 103	Basic Counseling Skills	.211
Connolly, Linda	10128	HUSV 101	Becoming a Helping Professional	.211
Huizar, Jose	10641	HUSV 103	Basic Counseling Skills	.211

HEALTH

Danell, Kimberly	Assigned	Health		.030
Feld, Christine	Assigned	Health		.074
Redding-Stewart, Deborah	Assigned	Health		.122
Santa Cruz, Dalila	Assigned	Health		.074
Stagnolia, Beth	Assigned	Health		.052
Vonfrausing-Borch, Ole	Assigned	Health		.014

LAW ENFORCEMENT

Abbas, Hussein	10663	LE 320	Basic Law Enforcement Academy	.084
Alvarez, Gabriel	10663	LE 320	Basic Law Enforcement Academy	.015
Bianchi, Catherine	10663	LE 320	Basic Law Enforcement Academy	.058
Cox, Corey	10663	LE 320	Basic Law Enforcement Academy	.188
Dague, Jean	10663	LE 320	Basic Law Enforcement Academy	.017
Day, Alan	10663	LE 320	Basic Law Enforcement Academy	.066
Gerber, Sonny	10663	LE 320	Basic Law Enforcement Academy	.015
Gotschall, Christopher	10663	LE 320	Basic Law Enforcement Academy	.099
Hollis, Michael	10663	LE 320	Basic Law Enforcement Academy	.312
Hutton, Trevor	10663	LE 320	Basic Law Enforcement Academy	.228
Lovato, Chris	10663	LE 320	Basic Law Enforcement Academy	.059
Martinez, Alison	10663	LE 320	Basic Law Enforcement Academy	.050
McBeth, Jerald	10663	LE 320	Basic Law Enforcement Academy	.013
Neumann, Timothy	10663	LE 320	Basic Law Enforcement Academy	.029
Olmstead, Brian	10663	LE 320	Basic Law Enforcement Academy	.071
Perkins, Michael	10663	LE 320	Basic Law Enforcement Academy	.258
Ruth, Ross	10663	LE 320	Basic Law Enforcement Academy	.222
Rylant, Chuck	10663	LE 320	Basic Law Enforcement Academy	.083
Smith, Ryan	10663	LE 320	Basic Law Enforcement Academy	.083
Vasquez, Frank	10663	LE 320	Basic Law Enforcement Academy	.029
Vega, Woodrow	10663	LE 320	Basic Law Enforcement Academy	.062

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
LIBRARY				
Beck, Colleen	Assigned	Library	BSI Grant	.025
Beck, Collen	Assigned	Library	Librarian-SM	.118
Meddings, Nance	Assigned	Library	Librarian-LVS	.066
Mosson, Leslie	Assigned	Library	BSI Grant	.010
Mosson, Leslie	Assigned	Library	Librarian-SM	.118
Pendleton, Kim	Assigned	Library	Librarian-LVS	.066
Reid, Daniel	Assigned	Library	Librarian-LVS	.066
Wynyard, Michele	Assigned	Library	BSI Grant	.002
Wynyard, Michele	Assigned	Library	Librarian-SM	.196
Yurasek, Jame	Assigned	Library	BSI Grant	.014
Yurasek, James	Assigned	Library	Librarian-LVS	.066
Yurasek, James	Assigned	Library	Librarian-SM	.130
MEDICAL ASSISTING				
Austin, George	10768	MA 379A	Success in MA Practice	.025
Osuna, Gerri	10768	MA 379A	Success in MA Practice	.076
MATHEMATICS				
Crain, Richard	10018	MATH 311	Algebra 1	.283
Crain, Richard	10119	MATH 321	First Year Geometry	.208
Frainer, Marcia	10242	MATH 309	Algebra & Math Literacy	.333
Mesri, Parivash	10021	MATH 331	Algebra 2	.350
Rose, Kimberly	10117	MATH 123	Elementary Statistics	.344
Silva, Douglas	10014	MATH 123	Elementary Statistics	.350
Silva, Douglas	10702	MATH 123	Elementary Statistics	.350
Underwood, Scott	10019	MATH 311	Algebra 1	.283
Underwood, Scott	10162	MATH 331	Algebra 2	.350
Yundt, Davis	10118	MATH 331	Algebra 2	.350
MACHINING & MANUFACTURING TECH				
Avila, Alberto	10644	MT 116	Mastercam	.212
MUSIC				
Becker, David	10688	MUSIC 100	Music Appreciation	.212
NURSING				
Miller, Jacqueline	10731	NURS 328	Clinical Lab 2	.099
Page, Randolph	10731	NURS 328	Clinical Lab 2	.297
Rosensteel, Clare	10731	NURS 328	Clinical Lab 2	.165
Salazar, Patricia	10731	NURS 328	Clinical Lab 2	.198
PHYSICAL EDUCATION				
Armendariz, Victor	10715	PE 140	Physical Fitness Laboratory	.142
Clark, Jada	10273	PE 146	Strength & Flexibility	.135
Claverie, Kellie	10171	PE 132	Cardio Kickboxing	.149
George, Kayla	10757	PE 129	First Aid-CPR: Educator/Coach	.066
King, Roy	10044	PE 120	Beginning & Intermed. Swimming	.135
King, Roy	10437	PE 120	Beginning & Intermed. Swimming	.135
Koivisto, Patricia	10184	PE 133	Yoga Fitness	.135

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Koivisto, Patricia	10214	PE 133	Yoga Fitness	.135
Koivisto, Patricia	10438	PE 132	Cardio Kickboxing	.135
Miller, Leslie	10715	PE 140	Physical Fitness Laboratory	.071
Nickason, Scott	10715	PE 140	Physical Fitness Laboratory	.048
Schuetz-Jones, Deborah	10806	PE 129	First Aid-CPR: Educator/Coach	.067
Twitchell, Mary	10707	PE 121	Swim Fitness Lab	.192

INTERCOLLEGIATE ATHLETICS

Carnine, Keith	10730	PEIA 195	Intercollegiate Conditioning	.067
Miller, Dominique	10777	PEIA 195	Intercollegiate Conditioning	.287
Molina, Julio	10730	PEIA 195	Intercollegiate Conditioning	.203
Nerelli, Cary	10801	PEIA 195	Intercollegiate Conditioning	.152

PHILOSOPHY

Heiges, Kenneth	10283	PHIL 114	Critical Thinking	.234
Mahon, Richard	10255	PHIL 121	Religions of the Modern World	.212
Nolan, Francis	10067	PHIL 105	Ethics	.208
Nolan, Francis	10433	PHIL 112	Logic	.212
Tennberg, Chris	10244	PHIL 102	Existence & Reality	.212

POLITICAL SCIENCE

Mahon, Cynthia	10190	POLS 103	American Government	.208
Weinstock, Rita	10068	POLS 101	Intro to Political Science	.211

PSYCHOLOGY

Gaona, Daniel	10073	PSY 101	General Psychology	.212
Mandziara, Maria	10074	PSY 112	Human Sexuality	.211
Melena, Jennifer	10163	PSY 101	General Psychology	.208
Rock, Sabrina	10809	PSY 101	General Psychology	.209

SOCIOLOGY

Traga, Lulzim	10742	SOC 101	Intro to Sociology	.208
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SPANISH

Leon Merino, Hilda	10045	SPAN 101	Elementary Spanish 1	.333
Leon Merino, Hilda	10647	SPAN 101	Elementary Spanish 1	.333

SPEECH COMMUNICATIONS

Gerbasi, Suzanne	10048	SPCH 101	Public Speaking	.211
Gerbasi, Suzanne	10142	SPCH 102	Small Group Communications	.211
Gerbasi, Suzanne	10231	SPCH 101	Public Speaking	.211
Greco, Ashley	10049	SPCH 102	Small Group Communications	.211
Greco, Ashley	10207	SPCH 102	Small Group Communications	.211
Greco, Ashley	10234	SPCH 101	Public Speaking	.211
Magruder, Amy	10047	SPCH 101	Public Speaking	.211
Magruder, Amy	10239	SPCH 101	Public Speaking	.211
Ward, Amy	10168	SPCH 101	Public Speaking	.211
Ward, Amy	10206	SPCH 101	Public Speaking	.211

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INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
THEATRE				
Allen, Jeffery	10732	THEA 198L	Exploration of Hunchback and M	.200
Allen, Jeffery	10734	THEA 310	Beg Summer Tour Rep Production	.206
Barrows, Eddy	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Barrows, Eddy	10734	THEA 310	Beg Summer Tour Rep Production	.118
Bolen, Jason	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Bolen, Jason	10734	THEA 310	Beg Summer Tour Rep Production	.118
Firestone Walker, Polly	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Firestone Walker, Polly	10734	THEA 310	Beg Summer Tour Rep Production	.118
Fuchs-Wachowski, Katie	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Fuchs-Wachowski, Katie	10734	THEA 310	Beg Summer Tour Rep Production	.118
Hogan, Abigail	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Hogan, Abigail	10734	THEA 310	Beg Summer Tour Rep Production	.118
Hogan, Tim	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Hogan, Tim	10734	THEA 310	Beg Summer Tour Rep Production	.118
Ice, Sara	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Ice, Sara	10734	THEA 310	Beg Summer Tour Rep Production	.132
Marszalkowski, Paul	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Marszalkowski, Paul	10734	THEA 310	Beg Summer Tour Rep Production	.118
Newell, Robin	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Newell, Robin	10734	THEA 310	Beg Summer Tour Rep Production	.118
Thistleton, Tim	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Thistleton, Tim	10734	THEA 310	Beg Summer Tour Rep Production	.118
Walker, George	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Walker, George	10734	THEA 310	Beg Summer Tour Rep Production	.118
Weidner, Elisabeth	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Weidner, Elisabeth	10734	THEA 310	Beg Summer Tour Rep Production	.118
Williams, Ben	10733	THEA 198M	Rep of Hunchback and Vanya	.118
Williams, Ben	10734	THEA 310	Beg Summer Tour Rep Production	.118
Wiseman, Zoia	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Wiseman, Zoia	10734	THEA 310	Beg Summer Tour Rep Production	.118
Zornow, Jennifer	10733	THEA 198M	Rep of Hunchback and Vanya	.038
Zornow, Jennifer	10734	THEA 310	Beg Summer Tour Rep Production	.118
WELDING TECHNOLOGY				
Sjostedt, Nohl	10202	WLDT 335	Flux Core Arc Welding	.130
WRITING				
Guido Brunet, Melanie	Assigned	Writing Center		.050
McMahon, Michael	Assigned	Writing Center		.057
Romo, Alina	Assigned	Writing Center		.050

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SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		ADULT BASIC SKILLS		
Strance, Deborah	10737	BASK 7011B	Basic Math	.087
West, Elizabeth	10736	BASK 7011B	Basic Math	.090
		MISCELLANEOUS		
Zarate, Odaliss	Assigned	Preschool Teacher	Twilight Childcare Program	.209

PART-TIME FACULTY ASSIGNMENTS - NONCREDIT
SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
ADULT BASIC SKILLS				
Aleman, Florentino	10662	BASK 7005B	GED Test Preparation	.081
Suarez, Hedy	10670	BASK 7011B	Basic Math	.081
Garcia, Katherine	10655	BASK 7003B	Reading, Writing, and Math	.081
Garcia, Katherine	10651	BASK 7005B	GED Test Preparation	.081
Gonzalez, Carlos	10665	BASK 7005B	GED Test Preparation	.081
Majoue, Mary Alice	10149	BASK 7014	Mathematics Lab	.378
Rivera, Griselda	10657	BASK 7005B	GED Test Preparation	.081
Wambolt, Lilia	10654	BASK 7003B	Reading, Writing, and Math	.081
Wambolt, Lilia	10659	BASK 7005B	GED Test Preparation	.081
CITIZENSHIP				
Gonzalez, C	10314	CITZ 7000B	Preparation for Citizenship	.081
Lara, Julieta	10463	CITZ 7000B	Preparation for Citizenship	.081
Uribe, Armando	10729	CITZ 7000B	Preparation for Citizenship	.081
ENGLISH AS A SECOND LANGUAGE				
Aguilera, Virginia	10380	NESL 7000	Intro to English Pre-A	.162
Aguilera, Virginia	10381	NESL 7000	Intro to English Pre-A	.162
Aguilera, Virginia	10739	NESL 7060T	ESL Instructional Lab	.041
Balsiger, Theresa	10391	NESL 7003	Intro to English B1	.162
Balsiger, Theresa	10394	NESL 7003	Intro to English B1	.162
Beres, Casey	10413	NESL 7007	Intro to English D1	.162
Dominguez, Aurea	10417	NESL 7020	Spanish Literacy	.162
Dreger, Elliott	10407	NESL 7005	Intro to English C1	.162
Elliott, Barbara	10389	NESL 7001	Intro to English A1	.162
Elliott, Barbara	10411	NESL 7005	Intro to English C1	.162
Faries, Martin	10393	NESL 7003	Intro to English B1	.162
Faries, Martin	10422	NESL 7060T	ESL Instructional Lab	.054
Franklin, Suzanne	10385	NESL 7001	Intro to English A1	.162
Franklin, Suzanne	10421	NESL 7060T	ESL Instructional Lab	.108
Gonzalez, Alfredo	10390	NESL 7001	Intro to English A1	.162
Gutierrez, Jaime	10388	NESL 7001	Intro to English A1	.162
Gutierrez, Jaime	10395	NESL 7003	Intro to English B1	.162
Gutierrez, Jaime	10423	NESL 7060T	ESL Instructional Lab	.054
Leon, Henry	10387	NESL 7001	Intro to English A1	.162
Lester, Janet	10392	NESL 7003	Intro to English B1	.162
Limon, Delia	10384	NESL 7001	Intro to English A1	.162
Limon, Delia	10420	NESL 7060T	ESL Instructional Lab	.054
Limon, Delia	10424	NESL 7060T	ESL Instructional Lab	.054
McSparron, Edward	10408	NESL 7005	Intro to English C1	.162
Rangel, Minerva	10382	NESL 7000	Intro to English: Pre-A	.162
Ruiz, Melissa	10405	NESL 7003	Intro to English B1	.162
Ruiz, Melissa	10678	NESL 7005	Intro to English C1	.162
Schwartz, Rebeca	10412	NESL 7007	Intro to English D1	.162
Schwartz, Rebeca	10419	NESL 7060T	ESL Instructional Lab	.054
Torbert, George	10386	NESL 7001	Intro to English A1	.162
Uitti, Rosalie	10406	NESL 7005	Intro to English C1	.162
Walters, Jan	10396	NESL 7003	Intro to English B1	.162

PART-TIME FACULTY ASSIGNMENTS - NONCREDIT
SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
HEALTH AND SAFETY				
Griffith, Lisa	10333	HEAL 7021	Balance and Mobility	.041
Sais, Rebecca	10671	HEAL 7021	Balance and Mobility	.041
HOME ECONOMICS				
D'Atri, Maria	10672	HOEC 7100A	Beg Clothing Construction	.108
D'Atri, Maria	10334	HOEC 7102A	Sewing Studio-Open Lab	.108
Gabel, Mary Jo	10674	HOEC 7102A	Sewing Studio-Open Lab	.108
Gabel, Mary Jo	10675	HOEC 7110A	Embroidery Machine Basics	.081
Jaquez, Arcelia	10673	HOEC 7100A	Beg Clothing Construction	.108
Jaquez, Arcelia	10728	HOEC 7101A	Clothing Construction 2	.108
Missamore, Patricia	10337	HOEC 7151B	Quilting	.041
Missamore, Patricia	10340	HOEC 7151B	Quilting	.041
Porter, Barbara	10338	HOEC 7151B	Quilting	.041
Porter, Barbara	10339	HOEC 7151B	Quilting	.041
Porter, Barbara	10342	HOEC 7164B	Crochet and Knitting	.041
Porter, Barbara	10676	HOEC 7164B	Crochet and Knitting	.041
OLDER ADULTS				
Eastey, Karen	10346	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10350	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10356	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10358	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10360	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10363	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10679	OLDR 7100B	Sensory Awareness	.027
Eastey, Karen	10681	OLDR 7100B	Sensory Awareness	.027
Griffith, Lisa	10343	OLDR 7100B	Sensory Awareness	.027
Griffith, Lisa	10347	OLDR 7100B	Sensory Awareness	.027
Griffith, Lisa	10351	OLDR 7100B	Sensory Awareness	.027
Johnson, Sandra	10366	OLDR 7212A	Watercolor Painting	.081
Ostapiuk, Elizabeth	10470	OLDR 7101B	Crafts for Seniors	.027
Parker, Tiana	10344	OLDR 7100B	Sensory Awareness	.027
Parker, Tiana	10348	OLDR 7100B	Sensory Awareness	.027
Sais, Rebecca	10349	OLDR 7100B	Sensory Awareness	.027
Sais, Rebecca	10353	OLDR 7100B	Sensory Awareness	.027
Sais, Rebecca	10354	OLDR 7100B	Sensory Awareness	.027
Sais, Rebecca	10355	OLDR 7100B	Sensory Awareness	.027
Sais, Rebecca	10359	OLDR 7100B	Sensory Awareness	.027
Santa Cruz, Dalila	10345	OLDR 7101B	Crafts for Seniors	.027
Santa Cruz, Dalila	10352	OLDR 7100B	Sensory Awareness	.027
Santa Cruz, Dalila	10361	OLDR 7100B	Sensory Awareness	.027
Santa Cruz, Dalila	10362	OLDR 7101B	Crafts for Seniors	.027
Santa Cruz, Dalila	10364	OLDR 7100B	Sensory Awareness	.027
Santa Cruz, Dalila	10365	OLDR 7101B	Crafts for Seniors	.027
Santa Cruz, Dalila	10680	OLDR 7100B	Sensory Awareness	.027

PART-TIME FACULTY ASSIGNMENTS - NONCREDIT
SUMMER 2018

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
SHORT-TERM VOCATIONAL				
Bergstrom Smith, Joan	10372	VOCE 7100A	Computers and You: Level 1	.108
Bergstrom Smith, Joan	10374	VOCE 7101A	Computers and You: Level 2	.108
Bergstrom Smith, Joan	10677	VOCE 7105A	Introduction to Microsoft Word	.054
Gonzalez, Carlos	10373	VOCE 7100A	Computers & You - Level 1	.108
Guzman, Anthony	10370	VOCE 7035B	Jewelry Making & Repair	.054
Guzman, Anthony	10371	VOCE 7035B	Jewelry Making & Repair	.054
Mercado-Gomez, Ricardo	10376	VOCE 7105A	Introduction to Microsoft Word	.054
Mercado-Gomez, Ricardo	10377	VOCE 7107A	Introduction to Excel	.054
Uribe, Armando	10379	VOCE 7108A	Business Skills Lab	.081
Wambolt, Lilia	10375	VOCE 7101A	Computers & You: Level 2	.108

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Allen, Jeffrey	Stipend for Abigail Hogan and Tim Thislelton's Spring 2018 part-time faculty evaluation per article 13.4.1 of the Part-time Faculty Association agreement (1/8/18 - 5/20/18).	\$210.00
Alvarez, Hector	Complete 2017-2018 student services program review annual update for Counseling Department program. Agreed upon payment per the faculty agreement, \$250. Split between 3 faculty members (January 2018 – April 2018).	\$83.34
Armendariz, Vic	Ensure persistence of current AHC REC students, contact industry professionals, recruitment of park/rec employees (5/14/18 - 6/15/18).	\$413.28
Becerra-Valencia, Lynn	Worked on the annual program update for Personal Development (January 2018 - April 2018).	\$250.00
Brackett, Ashley	Complete 2017-2018 Student Services program review annual update for University Transfer Center program. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Britten, Ben	DegreeWorks 5.0 Implementation: Compile user feedback, correspond with Christian Gardner and test changes, edit DW training guides, test changes in DW, finalize guides with adjustments made following SIG updates and incorporating user recommendations, prep for PT counselor training (3/6 - 3/16/18).	\$548.25
Britten, Ben	DegreeWorks 5.0 Implementation: Test/troubleshoot localizations, communicating with Christian Gardner, begin developing DW EPW, troubleshoot EPW and continued DW glitches/work around, and begin developing counselor training and guides (2/1 - 2/19/18).	\$1,644.75
Britten, Ben	DegreeWorks 5.0 Implementation: Correspond with M. Fox, Test DW 5.0 Live in new myHancock Portal, test/troubleshoot localizations, and communicating with Christian Gardner (1/16 - 1/31/18).	\$328.95
Britten, Ben	Complete 2017-2018 student services program review annual update for leadership/student activities program. Agreed upon payment: per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Camarena, Juan	Provide EVOC training for Orange County Sheriff's Academy via not-for-credit contract (5/15 - 5/18/18).	\$1,859.84
Camarena, Juan	Delivered not-for-credit Perishable Skills training via Contract Education (5/4/18).	\$464.96
Campos, Lainey	DegreeWorks 5.0 Implementation: Test/troubleshoot localizations, communicating with Christian Gardner, begin developing DW EPW, troubleshoot EPW, continued DW glitches/work around, develop and complete counselor training and guides, and refine DE EWP processing (2/1 - 2/19/18).	\$1,644.75
Campos, Lainey	DegreeWorks 5.0 Implementation: On call, coordinating localizations determined during M. Fox visit, test DW 5.0	\$475.15

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
	Live in new myHancock Portal, test/troubleshoot localizations, communicating with Christian Gardner (1/16 - 1/31/18).	
Coffman, Scott	To provide Not-for-Credit Safety Training for oil and gas company employees via Contract Education (4/20/18).	\$499.20
Cohn, Kellye	Completion of annual program review for the Library, spring 2018 semester. Agreed upon payment per the faculty agreement, Article 14.6.6.2. (January 2018 – April 2018).	\$250.00
Comstock, Marie	Annual program update for Business program, spring 2018 semester, per the faculty agreement, Article 14.6.6.2. (January 2018 - April 2018).	\$250.00
Cralley, Jill	Annual program update for Medical Assisting program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Cremarosa, Anne	Prepare workshop presentation for the Creative Entrepreneurship Symposium held on April 20, 2018 (4/1 - 4/20/18).	\$139.05
Damron, Seth	Visit local high schools, contact industry professionals, phone and electronic correspondence with perspective students, 4 hours weekly (5/14/18 - 6/15/18).	\$444.40
Darwin, Brent	Annual program update for Accounting/Business Education program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Day, Alan	Provide not-for-credit EVOC training for Orange County Sherriff's Academy via Not-for-Credit Contract Education (5/15 - 5/18/18).	\$1,935.36
Day, Alan	Provide EVOC training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/8 - 5/11/18).	\$1,935.36
de Jounge, Alex	Complete 2017-2018 Student Services program review annual update for Student Health Services program. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Derry, Jody	Annual program update for CBOT program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (1/22 - 4/4/18).	\$250.00
Diaz, Cynthia	Complete 2017-2018 Student Services program review annual update for Counseling Department program. Agreed upon payment per the faculty agreement, \$250. Split between 3 faculty members (January 2018 – April 2018).	\$83.33
Dickel, Jason	Delivered Not-for-Credit Perishable Skills training via Contract Education (5/4/18).	\$459.36
Freeland, Clint	Coordination and Preparation of AHC Men's Support Group. Weekly meetings, planning, and prep (1/2 - 3/30/18).	\$1,707.30

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Freeland, Clint	Coordination, preparation time, group meetings, and activities for the Men's Support Group. This is a revised request, error in activity rate; payment amount is the difference in rates (7/7/17 -12/5/17).	\$1,232.40
Friedrich, Bonny	Annual program update for LVN health science program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (4/11/18).	\$250.00
Gerber, Sonny	Provide EVOC Training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/3/18).	\$220.72
Gerber, Sonny	Delivered Not-for-Credit Perishable Skills training via Contract Education (4/24/18).	\$220.72
Halbeisen, Marissa	To provide Not-for-Credit safety training for fire agency employees via Contract Education (4/9 - 4/10/18).	\$774.24
Helvey, Rochelle	Visit high schools (Santa Ynez, Nipomo, Lompoc, Righetti, and Pioneer) to speak about AHC Sports Medicine program and internship opportunities. Schedule sports medicine student interns for observational experience in actual work environment (5/1/18-5/15/18).	\$323.10
Hernandez, David	Complete 2017-2018 Student Services program review annual update for Career Job Placement Center. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Hernandez, David	Coordinating and Preparation of Men's Support Group (1/26 - 3/30/18).	\$1,488.90
Hernandez, David	Coordination, preparation time, group meetings, and activities for the Men's Support Group. This is a revised request, error in activity rate; payment amount is the difference in rates (7/7/17 - 12/5/17).	\$2,088.60
Hogan, Abigail	Stipend for Benjamin William's spring 2018 part-time faculty evaluation per article 13.4.1 of the Part-time Faculty Association Agreement. (1/8/18 - 5/20/18).	\$105.00
Johnson, Chastity	Recruit and retain students enrolled in CTEA programs. Connect students with employers in their field of study. (5/21/18 - 6/8/18).	\$288.80
Johnson, Kathleen	Annual program update for Annual Dental Assisting program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 – April 2018).	\$250.00
Johnson, Kathleen	Coordinate the offering of spring 2018 fee-based class: CSCT 8022-Infection Control in Dentistry #41724 (8/29/17 - 5/11/18).	\$100.00
Krier, Erin	Duties related to position as AG Science Coordinator (6/4/18-7/27/18).	\$2,998.45
Lau, Bowman	To provide Not-for-Credit safety training for oil and gas company employees via Contract Education (5/5 - 5/6/18).	\$1,372.80
LeSage, Paul	Ensure persistence of current AHC REC students, recruitment of Park/Rec employees, attend City of Santa	\$634.56

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
	Maria REC, San Luis Obispo REC, and Santa Ynez REC meetings (5/14/18 - 6/29/18).	
Lopez, Joe	Delivered Not-for-Credit Perishable Skills training via Contract Education (5/4/18).	\$263.76
Mabry, Robert	Compensation is to remedy the AHC Makerspace Implementation Grant Project support activities (including meeting coordination, educational outreach with Makerspace trailer, and Makerspace lab set-up) while hiring and on-boarding of grant-supported staff was in process. This stipend is in addition to the existing agreement for CCC Maker project lead assignment (8/17/17 - 5/23/18).	\$6,406.40
Mason, Eric	Annual program update for Auto Collision program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Martinez, Alison	Non-instructional coordination duties for Law Enforcement program, summer 2018: scheduling, recruit counseling, evaluations, surveys, and instructor evaluation (5/21/18).	\$356.94
Martinez, Christopher	To provide Not-for-Credit safety training (Heat Illness and Blood borne Pathogens) to Santa Barbara County Public Works employees via contract education (5/2/18).	\$223.32
McMahon, Dianne	Completion of 2017-18 6-year comprehensive program review for the Dance program per faculty agreement, Article 14.6.6.1. To be split with Jesus Solorio (8/21/17 - 5/11/18).	\$750.00
Milan, Jose	Coordination for fall 2017-2018 Bridges to Success (Fall 2017 - Spring 2018).	\$382.91
Miller, Mark	Stipend for Christine Licoscas' spring 2018 part-time faculty evaluation per Article 13.4.1 of the Part-time Faculty Association agreement (4/10/18).	\$105.00
Miller, Mark	Stipend for Wilma Sukrad's spring 2018 part-time faculty evaluation per Article 13.4.1 of the Part-time Faculty Association agreement (4/2/18).	\$105.00
Miller, Steven	Provide EVOC training for Orange County Sherriff's Academy via Not-for-Credit Contract Education (5/15-5/18/18).	\$2,010.56
Miller, Steven	Provide EVOC Training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/8/18-5/11/18).	\$2,010.56
Miller, Steven	Delivered Not-for-Credit Perishable Skills training via Contract Education (5/4/18).	\$502.64
Miller, Steven	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/30/18).	\$251.32
Miller, Steven	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/25/18).	\$502.64
Miller, Steven	Delivered Not-for-Credit Perishable Skills Training via Contract Education to Law Enforcement personnel (4/18/18).	\$502.64

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Montanez-Rodriguez, Carmen	Annual program update for CBIS program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Morales, Mayra	Complete 2017-2018 Student Services program review annual update for Counseling Noncredit/Student Success and Support program. Agreed upon payment: per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Motenko, Josh	Ensure persistence of current AHC REC students contact industry professionals, recruitment of park/rec employees (5/14/18 - 6/15/18).	\$431.04
Navarette, Ricardo	Coordinating and preparation of AHC Men's Support Group. Weekly meetings, planning, and prep (1/2 - 3/30/18).	\$1,218.35
Navarette, Ricardo	Coordination, preparation time, group meetings, and activities for the Men's Support Group. This is a revised request, error in activity rate; payment amount is the difference in rates (7/7/17 - 12/5/17).	\$879.60
Nelson, Mary Pat	Annual program update for Annual program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Nouri, Dustin	Annual program update for Chemistry program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Nunez, Christina L.	Classroom materials development, fall 2017, 64 hours total (September 2017 - December 2017).	\$3,364.48
Perkins, Michael	Provide EVOC training for Orange County Sherriff's Academy via Not-for-Credit Contract Education (5/15 - 5/18/18).	\$1,935.36
Perkins, Michael	Provide EVOC training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/8/18 - 5/11/18).	\$1,935.36
Perkins, Michael	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/30/18).	\$241.92
Perkins, Michael	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/26/18).	\$483.84
Perkins, Michael	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/25/18).	\$483.84
Perkins, Michael	Delivered Not-for-Credit Perishable Skills Training via Contract Education to Law Enforcement personnel (4/18/18).	\$483.84
Purcell, Mark	Provide EVOC training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/15 - 5/18/18).	\$2,082.24
Purcell, Mark	Provide EVOC training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/9 - 5/11/18).	\$1,561.68
Purcell, Mark	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/26/18).	\$520.65

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Purcell, Mark	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/25/18).	\$520.56
Purcell, Mark	Delivered Not-for-Credit Perishable Skills Training via Contract Education to Law Enforcement personnel (4/18/18).	\$520.56
Ramirez, Antonio	Worked on GED/Multiple Measures meeting, Open House Planning meeting, Multiple Measures Check-in meeting, and the Multiple Measures Large Group meeting (4/6, 4/9, & 4/20/18).	\$182.75
Ramirez, Antonio	Worked on Promise Counseling Outreach meeting, YELL presentation, Cabrillo AB540 information meeting, and the Promise Counseling Outreach meeting (3/1, 3/2, 3/19, & 4/12/18).	\$201.03
Reid, Robert	Provide EVOC training for Orange County Sherriff's Academy via not-for-credit contract education (5/14 - 5/18/18).	\$2,141.64
Reid, Robert	Provide EVOC training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/7/18 - 5/11/18).	\$2,141.64
Reid, Robert	Delivered not-for-credit perishable skills training via contract education (5/4/18).	\$475.92
Reid, Robert	Coordination and scheduling for Perishable Skills Program (not-for-credit) classes Spring 2018 (5/2, 5/3, 5/21, 5/30, & 5/31/18).	\$1,530.80
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/26/18).	\$475.92
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/25/18).	\$475.92
Reid, Robert	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/18/18).	\$475.92
Restrepo, Alberto	Completion of 6-year comprehensive program review for Sociology program. Agreed upon payment of 1,500 per the faculty agreement, Article 14.6.6.1. to be split between Dan McNeil and Alberto Restrepo (August 2017 - April 2018).	\$750.00
Rivera, Candace	Stipend for Monique Segura's (spring 2018) part-time faculty evaluation per Article 13.4.1 of the Part-time Faculty Association Agreement (4/17/18).	\$105.00
Rylant, Chuck	Provide EVOC training via Orange County Sheriff's Academy via not-for-credit contract education (5/3/18).	\$273.24
Rylant, Chuck	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/24/18).	\$273.24
Sadig, Saad	Annual program update for Architecture program, spring 2018 semester. Agreed upon payment per the faculty agreement, \$250 (January 2018 - April 2018).	\$250.00
Sadig, Saad	Completion of 6-year comprehensive program review for Engineering Technology program. Agreed upon payment: per the faculty agreement, Article 14.6.6.1: \$1,500 (January 2018 - April 2018).	\$1,500.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Sanchez, Veronica	Compile user feedback, correspond with Christian Gardner, test changes, edit DW training guides, test changes in DW, prep for part-time counselor training, finalize guides with adjustments made following SIG updates, and incorporating user recommendation (3/6, 3/7, 3/9, 3/14, & 3/16/18).	\$731.70
Sanchez, Veronica	DegreeWorks 5.0 Implementation: Test/troubleshoot localizations, communicating with Christian Gardner, begin developing DW EPW, troubleshoot EPW, continued DW glitches/work around, begin developing counselor training, refine DW EWP processing, and complete counselor training and guides (2/1 - 2/19/18).	\$2,195.10
Sanchez, Veronica	DegreeWorks 5.0 Implementation: on call coordinating legalizations determined, test DW 5.0 Live in new myHancock Portal, test/troubleshoot localizations, test/troubleshoot localizations, and communicating with Christian Gardner (1/27, 1/29, 1/30, & 1/31/18).	\$634.14
Sanders, Andrea	A pilot program purposed for advancing student athletes and increasing retention is proposed to begin fall 2018. This learning community will be primarily comprised of student athletes. Generally, faculty from English, Speech, Math, and Fine Arts will be working closely with athletics to achieve outcomes. Specifically, Rob Senior from English and Andrea Sanders, from Speech, will be creating a content linked learning community with two courses. (April 2018 - December 2018).	\$1,210.50
Senior, Robert	A pilot program purposed for advancing student athletes and increasing retention is proposed to begin fall 2018. This learning community will be primarily comprised of student athletes. Generally, faculty from English, Speech, Math, and Fine Arts will be working closely with athletics to achieve outcomes. Specifically, Rob Senior from English and Andrea Sanders, from Speech, will be creating a content linked learning community with two courses (April 2018 - December 2018).	\$1,152.45
Shay, Kevin	Non-Instructional: EMS program management support (5/18/18).	\$152.80
Shigenaka, Margaret	DegreeWorks 5.0 Implementation: Prep for part-time counselor training, compile user feedback, correspond with Christian Gardner, edit DW test changes, finalize guides with adjustments made following SIG updates and incorporating user recommendation (3/6 - 3/16/18).	\$731.70
Shigenaka, Margaret	DegreeWorks 5.0 Implementation: Test/troubleshoot localizations, communicating with Christian Gardner, begin developing DW EPW, troubleshoot EPW, continued DW glitches/work around, begin developing counselor training, refine DW EWP processing, and complete counselor training and guides (2/1 - 2/19/18).	\$2,195.10
Shigenaka, Margaret	DegreeWorks 5.0 Implementation: On call, coordinating localizations determined during M. Fox visit, test DW 5.0	\$634.14

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
	Live in new myHancock Portal, test/troubleshoot localizations, communicating with Christian Gardner (1/16 - 1/31/18).	
Smith, Robin	Lead workshop for 3E Bulldog Bound event on Friday, April 27, 2018.	\$200.00
Solorio, Jesus	Completion of 2017-18 6-year comprehensive program review for the Dance program per faculty agreement, Article 14.6.6.1. To be split with Dianne McMahon (8/21/17 - 5/11/18).	\$750.00
Straub, Chris	Annual program update for Geography program, spring 2018. Agreed upon payment per the faculty agreement, \$250 (4/6 - 4/12/18).	\$250.00
Talkin, Helen Tye	As part of the Zero Textbook Cost Grant, research, select, and implement open educational resources (OER) in the classroom, update syllabus, SLOs, and Canvas shell, and attend key OER PD/training events in the 17/18 spring semester (4/1 - 5/25/18).	\$1,458.99
Talkin, Helen Tye	Stipend for Scott Schaller's spring 2018 part-time faculty evaluation per Article 13.4.1 of the Part-time Faculty Association Agreement (4/19/18).	\$105.00
Tuan, Juanita	Coordinate activities and workshops, provide counseling support, and collaborate with community programs for AB540/Dream Students (January 2018 - March 2018).	\$1,560.96
Vega, Woodrow	Provide EVOC training for Orange County Sheriff's Academy via Not-for-Credit Contract Education (5/8/18-5/11/18).	\$1,878.72
Vega, Woodrow	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/30/18).	\$234.84
Vega, Woodrow	Delivered Not-for-Credit Perishable Skills Training via Contract Education (4/25/18).	\$469.68
Villa, Kiri	Complete 2017-2018 SS program review annual update for EOPS/CARE, CalWORKS, Next-UP program. Agreed upon payment per the faculty agreement, \$250 (Jan 2018 -April 2018).	\$250.00
Yavari, Mina	Designate OER resources and update all corresponding course materials such as syllabus, SLOs, Canvas shell by the end of the spring 2018 semester, attend Professional Development training events (3/15 - 6/30/18).	\$1,524.96

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Appointment of Department Chair	Item Number: 12.E.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

BACKGROUND

On January 16, 2018 the board of trustees approved the department chair appointment of Hector Alvarez to serve a term of three years, for the academic years 2018-2019, 2019-2020, and 2020-2021. Hector Alvarez resigned as department chair, effective end of Academic Year 2018. As a result, a special election was held on April 26, 2018 and 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

Diaz, Cynthia

DEPARTMENT

Counseling

TERM OF OFFICE

Cynthia Diaz was elected to serve a term of two years, for the academic years 2018-2019 and 2019-2020.

FISCAL IMPACT

The estimated cost to the unrestricted general fund is approximately \$25,896 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 Cynthia Diaz, Counseling, for the terms stated.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Equivalency Certification for Faculty	Item Number: 12.F.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 7

BACKGROUND

In accordance with California Code of Regulations Title 5, Division 6, Chapter 4, Subchapter 4, Article 2, Section 53410, and Allan Hancock College's Board Policy 7211 (formerly 4105), those who have equivalent qualifications to the state minimum qualifications as established by the Board of Governors can teach classes within their designated discipline areas.

Attached are equivalency certifications for faculty members who have been authorized to teach credit or noncredit classes, as needed, at Allan Hancock College based on equivalency criteria specified in Board Policy 7211 and as restricted by the equivalency certification document.

Regular Equivalency Certification

<u>Name</u>	<u>Discipline</u>
Bucquoy, Franklin	English
Gingras, Theresa	Photography
Pedersen, Ole	History

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees approve the attached equivalency certifications for faculty members who have been authorized to teach, as needed, based on equivalency criteria specified in Board Policy 7211 and as restricted by the equivalency certification document.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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ALLAN HANCOCK COLLEGE

✓	Equivalency Approval Date: 5/14/18
	Not Approved Date:

**EQUIVALENCY CERTIFICATION FOR
DISCIPLINES REQUIRING THE MASTER'S DEGREE**
(For Credit Courses)

NAME: Franklin Bucquoy	DIVISION: Academic Affairs
DEPARTMENT: English	DISCIPLINE: <i>English</i>

- ☒ Master's degree in any discipline; plus 24 units of course work in the discipline of the assignment. At least 18 of these units must be graduate or upper division. (The 24 units may have been either included in or taken in addition to the master's degree.)
- ☒ Master's degree in any discipline; plus two years of professional experience related to the discipline of the assignment or two years of successful teaching experience in the discipline of the assignment.
- ☐ Completion of the coursework equivalent to a master's degree in the discipline or a related discipline, including at least 24 graduate semester units, when the candidate is enrolled in a Ph.D. program that does not award the master's degree.
- ☐ Bachelor's degree in the discipline or related discipline; plus six years of professional experience related to the discipline of the assignment or six years of teaching experience in the discipline of the assignment.
- ☐ In rare cases, recognized accomplishments which demonstrate expertise and skill in the field of study beyond that normally achieved through formal education. Candidate must provide conclusive evidence of attaining coursework or experience equal to the components of the required degree, including general education requirements as outlined in Title 5 section 55063. In no case will recognized accomplishments be the sole criterion for granting equivalency. (See Administrative Procedures 7211.)

NOTE: Teaching and professional experience may be combined to total the required number of years.

NOTE: Official copies of transcripts are required for all coursework being submitted for equivalency.

NOTE: An Allan Hancock College Verification of Employment (VOE) form is required for all employment being submitted for equivalency.

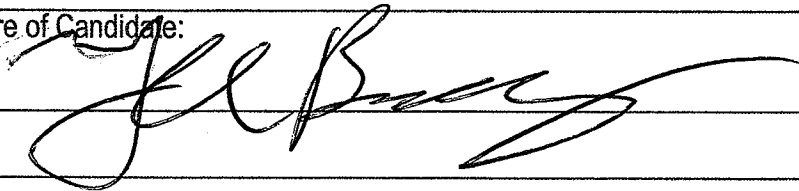
RATIONALE: Explain how the applicant's qualifications meet the selected guideline. Qualifications must be verified with appropriate documentation. Please refer to Professional Standards Guidelines for outline format. (Signature block on the reverse side of this form.)

I meet the requirement in two ways:

- 1) I hold an MBA from Cal Poly San Luis Obispo, and I have Completed all but one quarter of the English MA program, giving me 36 units of graduate level courses in the discipline.
- 2) I have not only taught English at Cal Poly for a year, but I have also been a Language Arts teacher for 11 years at the secondary level.

I hereby certify that all information submitted above is true and correct.

Signature of Candidate:



Date:

05-12-18

I have reviewed all documentation and recommend approval of regular equivalency certification.

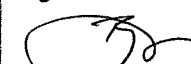
Signature of Department Chair:

Julie Knight / kb per phone call

Date:

5-14-18

Signature of Dean:



Date:

5/14/18

Signature of Appropriate Academic
or Student Services Vice President:



Date:

5-14-18

Signature of Committee Chair
Professional Standards Committee:



Date:

5/14/18

Date of Board Approval:

6/12/18

ALLAN HANCOCK COLLEGE

✓	Equivalency Approval Date: 5/14/18
	Not Approved Date:

**EQUIVALENCY CERTIFICATION FOR
DISCIPLINES REQUIRING THE MASTER'S DEGREE**
(For Credit Courses)

NAME: Theresa Gingras	DIVISION: Academic Affairs
DEPARTMENT: Fine Arts	DISCIPLINE: Photography

- ☐ Master's degree in any discipline; plus 24 units of course work in the discipline of the assignment. At least 18 of these units must be graduate or upper division. (The 24 units may have been either included in or taken in addition to the master's degree.)
- ☐ Master's degree in any discipline; plus two years of professional experience related to the discipline of the assignment or two years of successful teaching experience in the discipline of the assignment.
- ☐ Completion of the coursework equivalent to a master's degree in the discipline or a related discipline, including at least 24 graduate semester units, when the candidate is enrolled in a Ph.D. program that does not award the master's degree.
- ☒ Bachelor's degree in the discipline or related discipline; plus six years of professional experience related to the discipline of the assignment or six years of teaching experience in the discipline of the assignment.
- ☐ In rare cases, recognized accomplishments which demonstrate expertise and skill in the field of study beyond that normally achieved through formal education. Candidate must provide conclusive evidence of attaining coursework or experience equal to the components of the required degree, including general education requirements as outlined in Title 5 section 55063. In no case will recognized accomplishments be the sole criterion for granting equivalency. (See Administrative Procedures 7211.)

NOTE: Teaching and professional experience may be combined to total the required number of years.

NOTE: Official copies of transcripts are required for all coursework being submitted for equivalency.

NOTE: An Allan Hancock College Verification of Employment (VOE) form is required for all employment being submitted for equivalency.

RATIONALE: Explain how the applicant's qualifications meet the selected guideline. Qualifications must be verified with appropriate documentation. Please refer to Professional Standards Guidelines for outline format. (Signature block on the reverse side of this form.)

Bachelor's Degree:
Brooks Institute of Photography

Teaching Experience (1 year, 3 months):
Brooks Institute of Photography
Full time faculty (September 2004 to December 2005)

Occupational Experience (5 verified years):
SY Imaging (2014, 2015, 2016)
Theresa Barns Photography (2007, 2004)

I hereby certify that all information submitted above is true and correct.

Signature of Candidate:

Theresa Barns

Date:

5.9.2018

I have reviewed all documentation and recommend approval of regular equivalency certification.

Signature of Department Chair:

[Signature]

Date:

5/9/18

Signature of Dean:

Rock Rantz

Date:

5/8/18

Signature of Appropriate Academic
or Student Services Vice President:

[Signature]

Date:

5-14-18

Signature of Committee Chair
Professional Standards Committee:

[Signature]

Date:

5/14/18

Date of Board Approval:

6/12/18

ALLAN HANCOCK COLLEGE

✓	Equivalency Approval Date: 5/10/18
	Not Approved Date:

**EQUIVALENCY CERTIFICATION FOR
DISCIPLINES REQUIRING THE MASTER'S DEGREE**
(For Credit Courses)

NAME: Ole Pederson	DIVISION: Academic Affairs
DEPARTMENT: Social & Behavioral Sciences	DISCIPLINE: History

- ☐ Master's degree in any discipline; plus 24 units of course work in the discipline of the assignment. At least 18 of these units must be graduate or upper division. (The 24 units may have been either included in or taken in addition to the master's degree.)
- ☒ Master's degree in any discipline; plus two years of professional experience related to the discipline of the assignment or two years of successful teaching experience in the discipline of the assignment.
- ☐ Completion of the coursework equivalent to a master's degree in the discipline or a related discipline, including at least 24 graduate semester units, when the candidate is enrolled in a Ph.D. program that does not award the master's degree.
- ☐ Bachelor's degree in the discipline or related discipline; plus six years of professional experience related to the discipline of the assignment or six years of teaching experience in the discipline of the assignment.
- ☐ In rare cases, recognized accomplishments which demonstrate expertise and skill in the field of study beyond that normally achieved through formal education. Candidate must provide conclusive evidence of attaining coursework or experience equal to the components of the required degree, including general education requirements as outlined in Title 5 section 55063. In no case will recognized accomplishments be the sole criterion for granting equivalency. (See Administrative Procedures 7211.)

NOTE: Teaching and professional experience may be combined to total the required number of years.

NOTE: Official copies of transcripts are required for all coursework being submitted for equivalency.

NOTE: An Allan Hancock College Verification of Employment (VOE) form is required for all employment being submitted for equivalency.

RATIONALE: Explain how the applicant's qualifications meet the selected guideline. Qualifications must be verified with appropriate documentation. Please refer to Professional Standards Guidelines for outline format. (Signature block on the reverse side of this form.)

Master of Education - Cal Poly San Luis Obispo 1981

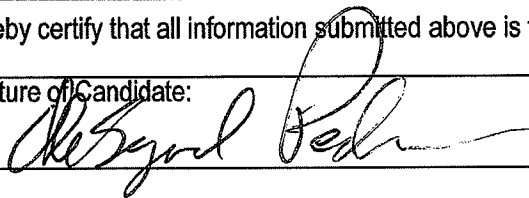
BA History - UC Santa Barbara 1968

High School AP U S History Teacher, Orcutt Academy HS, 2010 - present

8th Grade History Teacher, Orcutt Jr. High, 1969-2009

I hereby certify that all information submitted above is true and correct.

Signature of Candidate:



Date:

4/13/18

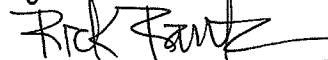
I have reviewed all documentation and recommend approval of regular equivalency certification.

Signature of Department Chair:



Date:

Signature of Dean:



Date:

4/13/18

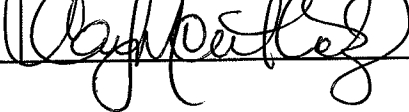
Signature of Appropriate Academic
or Student Services Vice President:



Date:

5-10-18

Signature of Committee Chair
Professional Standards Committee:



Date:

5/10/18

Date of Board Approval:

6/12/18

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Second Reading: Revised Board Policy 4920, Textbook Selection	Item Number: 12.G.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 2

BACKGROUND

Revised board policy 4920, Textbook Selection, establishes that academic departments approve textbooks, consider whether to allow alternatives, decide whether a text is required, and ensure these options are reflected in the official course outline of records. 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 4920, Textbook Selection, was submitted for the board's review on May 8, 2018. It is being presented to the board of trustees for adoption.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees adopt revised Board Policy 4920, Textbook Selection, as submitted.

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

BP 4920 TEXTBOOK SELECTION

Upon consideration of recommendations by the discipline faculty, it is the responsibility of academic departments to approve textbooks, consider whether to allow alternatives, decide whether a text is required, and ensure these options are reflected in the official course outline of record.

Adopted: 12/17/96

Revised: 3/11/04

Revised: 1/16/18

Revised:

(Replaces Board Policy 7100)

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Second Reading: New Board Policy 7600 Campus Police	Item Number: 12.H.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2

BACKGROUND

New board policy 7600 is legally advised and recommended by the California Community College League's Policy and Procedure Service. The policy establishes district police officers are peace officers as defined by law and must satisfy the training requirements set out in Penal Code Sections 830 et seq. The procedure delegates responsibility to the superintendent/president of establishing minimum qualifications for the chief of police. The policy and procedure have been vetted through the shared governance process.

The new policy and procedure 7600, Campus Police, were submitted for board review on May 8, 2018. The policy is being presented to the board of trustees for adoption.

FISCAL IMPACT:

None

RECOMMENDATION:

Staff recommends that the board of trustees adopt new Board Policy 7600, Campus Police.

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

BP 7600 CAMPUS POLICE

The Board of Trustees has established a Campus Police Department under the supervision of a Chief of Police, who shall report directly to the Superintendent/ President. The purpose of the Campus Police Department is to enforce the law on or near the campus and other grounds or properties owned, operated, controlled, or administered by the District or by the State acting on behalf of the District.

District police officers shall be employed as members of the classified service but shall, when duly sworn, be peace officers as defined by law. Prior to employment, they shall satisfy the training requirements set out in Penal Code Sections 830 et seq.

The Superintendent/President shall establish minimum qualifications of employment for the Chief of Police including, but not limited to, prior employment as a peace officer or completion of a peace officer training course approved by the Commission on Peace Officers' Standards and Training.

The Superintendent/President shall ensure that every member of the Campus Police Department first employed by the District before July 1, 1999 satisfies the requirements of state law regarding qualifications for continued employment.

Every member of the Campus Police Department shall be issued a suitable identification card and badge bearing words "Allan Hancock College Police Department."

The Allan Hancock College Police Department shall follow the provisions of The California Values Act, as recorded in Government Code Chapter 17.25, section 7284 et seq.

The Superintendent/President, in cooperation with the Chief of Police, shall issue such other regulations as may be necessary for the administration of the Campus Police Department.

References: Education Code Sections 72330 et seq.; Government Code Sections 7284 et seq.; Government Code Sections 7284 et seq.; Government Code Sections 3300 et seq.; Penal Code Sections 830 et seq.

Adopted:

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Short-Term/On-Call, Substitute, and Professional Expert Appointments Exempt from Classified Service	Item Number: 12.I.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 11

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 upon 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>
Benn, Megan	Test Proctor	2/12/18 – 6/30/18	Test proctor for contract education	\$14.00
Crain, Vernetta	Program Assistant IV	5/1/18 – 6/30/18 and 7/1/18 – 12/31/18	Support and coordination of the Veteran's Center	\$18.81 \$18.81
Escobedo, Carlos	Program Assistant III	7/1/18 – 12/31/18	Assist students with appointment scheduling and completion of forms, counseling and 3SP services	\$15.59
*Helvey, Rochelle	Program Assistant V	3/15/18 – 4/1/18	Revised par/ne to correct hourly pay rate, kinesiology, recreation & athletics	\$25.00

*Reported at the March board of trustees meeting at \$15.59/hr.

(Continued)

FISCAL IMPACT

Assignments for the 2017-2018 fiscal year are included in the 2017-2018 fiscal year budget.
Assignments for the 2018-2019 fiscal year will be included in the 2018-2019 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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Short-Term/On-Call (con't):

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Jimenez, Dani	Program Assistant IV	4/25/18 – 6/30/18	Support lead teacher in children's center and maintain ratio compliance	\$18.81
Lucas, Peter James	Program Assistant I	5/14/18 – 6/30/18	Support children's center kitchen	\$11.03
McKinley, Hana	Program Assistant II	4/25/18 – 6/30/18	Support lead teacher in children's center and maintain ratio compliance	\$14.00
Rolon, Diana	Program Assistant I	4/25/18 – 6/30/18	Support lead teacher in children's center and maintain ratio compliance	\$11.03

Professional Experts:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Andrews, Wanda	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Barnett, Jennifer	Interpreter II	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$35.00
Bonser, Stephen	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Brown, Marcia	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Chaparro, Elizabeth	Interpreter I	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$30.00
Corley, Christina	Interpreter I	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$30.00
Eaton, Kimberly	Program Assistant VI	8/20/18 – 12/14/18	Costumer for Dimensions in Dance 2018 and Celebration Folkloric concert, fine arts	\$35.00
Gastineau, Ashley	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Gonzalez, Natalia	Lifeguard I	7/1/18 – 6/30/19	Lifeguard for instructional credit/noncredit courses	\$12.20
Hamilton, Nanette	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Lippincott, Laura	Interpreter V	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$53.00
Lynn, Patti	Program Assistant II	7/1/18 – 6/30/19	Provide assistance in music library, fine arts	\$14.00
Lyons, Vanessa Rozanne	Interpreter IV	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$50.00
McDaniel, Aaron	Interpreter I	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$30.00

(Continued)

Professional Experts (con't):

Name	Position Title	Dates	Duties/Responsibilities	Hourly Rate
McSparron, Shui-Ching Hu	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Morales, Jennie Caldwell	Interpreter IV	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$50.00
Morales, Matthew	Lifeguard I	7/1/18 – 6/30/19	Lifeguard for instructional credit/noncredit courses	\$12.20
Peinado, Marcus	Lifeguard I	7/1/18 – 6/30/19	Lifeguard for instructional credit/noncredit courses	\$12.20
Schnepple, Elaine	Interpreter IV	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$50.00
Simmons, Elija	Interpreter II	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$35.00
Stire, John	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Thacker, Cynthia	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Travis, Bruce	Model	8/20/18 – 5/18/19	Art model, fine arts	\$15.59
Veloz, Sarah	Lifeguard II	7/1/18 – 6/30/19	Lifeguard for instructional credit/noncredit courses	\$12.90
Voice, Kathrine Mast	Interpreter V	7/1/18 – 6/30/19	Interpret for deaf and hard-of-hearing students	\$53.00

Substitutes:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Alilano, Teddy	Custodial Substitute I (day)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.03
Bernal Campos, Ignacio	Custodial Substitute II (evening)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.80
Bruce, Travis	Custodial Substitute I (late night)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.03
Espinoza, Christine	Enrollment/Articulation Specialist	7/1/18 – 10/8/18	Substitute during recruitment, up to 100 days	\$24.69
Galvez, Anthony	Custodial Substitute II (evening - LVC)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.80
Gebhart, David	Custodial Substitute II (evening)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.80
Harney, Ashley	Campus Safety Officer	5/14/18 – 6/30/18	Substitute during recruitment, up to 100 days	\$17.45

(Continued)

Substitutes (con't):

Name	Position Title	Dates	Duties/Responsibilities	Hourly Rate
Hernandez, Fernando	Custodial Substitute I (day)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.03
Hogeland II, James	Custodial Substitute II (LVC)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.80
Pacheco, Raymond	Custodial Substitute II	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.80
Travis, Bruce	Custodial Substitute I (late night)	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.03
Williams, Joseph	Custodial Substitute II	7/2/18 – 6/30/19	On-call substitute for vacation, sick leave, or vacancy	\$11.80

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

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Adams, Herb	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Avila, Michael	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Clarke, Katlyn	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Diaz, Muriel	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59

(Continued)

Short-Term/On-Call (con't):

Name	Position Title	Dates	Duties/Responsibilities	Hourly Rate
English, Travis	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Ferdinandi, Tom	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Hodges, Stephen	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Johnson, Chasity	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Kiger, Irvin	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Lutz, Lee	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Nelson, Doug	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59

(Continued)

Short-Term/On-Call (con't):

Name	Position Title	Dates	Duties/Responsibilities	Hourly Rate
Robertson, Brandon	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Silas, Carolyn	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Sommer, Charles	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Starowicz, Geraldine	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Vazquez, Ricardo	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59
Zimmerman, Ryan	Program Assistant III	7/1/18 – 6/30/19	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, Kinesiology, Recreation and Athletics department	\$15.59

(Continued)

Short-Term/On-Call (con't):

Name	Position Title	Dates	Duties/Responsibilities	Hourly Rate
Avila, Theresa	Program Assistant IV	7/1/18 – 6/30/19	Provide clerical support to the Title V grant, the grants office, and College Advancement.	\$18.81
Brown, Chris	Winery Operations	3/17/18 – 5/7/18	Substitute to fill vacancy during recruitment up to 100 days	\$41.57
McNeill, Susan	Program Assistant V	7/1/18 – 6/30/19	Assist Foundation due to increased workload	\$25.00
Mendoza, Fabian	Test Administrator	7/1/18 – 6/30/19	Administer CASAS pre and post test assessments for basic skills and ESL	\$18.81

Substitutes:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Ramirez, Richard	Program Assistant V	7/1/18 – 6/30/19	On-call substitute for vacation, sick leave, vacancy or special events	\$25.00
Reed, Ariana	Accounting Services Technician II	6/13/18 – 6/30/18 7/1/18 – 8/31/18	Substitute to provide essential coverage during employee leave	\$19.83

Short-Term/On-Call:**EMS, Fire, Law Enforcement Programs**

Police and Fire Academy tactical officers, program assistants, and program specialists are limited in the number of days they are eligible to work. The number of hours is limited by the budget for the program—one tactical officer may work a 40-hour workshop in 5 days, but another may work in a one-hour session on 40 different days. The academy needs flexibility to schedule tactical officers as they are available; for instance, if a fire officer is scheduled to work in a class on a certain day but is called to fight a fire that day, another officer is called to fill in. There is no way to accurately predict how many hours each officer may work during the academic year. The total available budget for tactical officers, divided by the hourly rate, is the maximum number of hours which can be worked by the entire group of tactical officers.

Fire, Safety and EMS.**Law Enforcement Programs:**

<u>Positions:</u>	<u>Hrly Rate</u>	<u>Max Hrs</u>	<u>Max Days</u>
Instructional Aide I	\$10.50	Not more than 40 hours/weekly and/or 999 hours fiscally	170 days within the Fiscal Year
Instructional Aide II	\$14.00		
Instructional Aide III	\$15.59		
Instructional Aide IV	\$18.81		
Instructional Aide V	\$25.00		
Instructional Aide VI	\$35.00		

(Continued)

On-Call: Program Assistant I, III, IV, V, and VI:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>
Abbas, Hussein	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Anderson, Charles	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Asmus, Travis	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Aubert, Gabriel	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Berrios, George	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Boeken, David	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Bradley, Lauren	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Buck, Vincent	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Burns, Jeremy	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Canales, Michael	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Coppo, Joseph	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Cox, Corey	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Cullen, Clayton	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Culliver, Vincent	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Culver, David	Instructional Aide IV Instructional Aide VI	7/1/18 – 6/30/19 7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Curry, Scott	Instructional Aide IV Instructional Aide VI	7/1/18 – 6/30/19 7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs

(Continued)

On-Call: Program Assistant I, III, IV, V, and VI (con't):

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>
Day, Shane	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Densmore, Daniel	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Densmore, Dustin	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Diaz, Katherine	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Dickel, Jason	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Dillard, Bryan	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Fabie, Shane	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Garcia, Eric	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Gerber, Sonny	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Giovanacci, Anthony	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Halucka, Frederick	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Harvey, Geoffrey-Tacae	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Henrey, David	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Hill, Paul	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Hollis, Michael	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Houston, Cliff	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs

(Continued)

On-Call: Program Assistant I, III, IV, V, and VI (con't):

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>
Huffman, Jonathan	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Hunter, Scott	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Hussein, Abbas	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Janatsch, Bruce	Instructional Aide VI	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Janatsch, Max	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Joy, Cody	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Klein, Andrew	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Lamonica, Nick	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Larsen, Patrick	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Lopez, Santino	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Mack, Ryan	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Martinez, Charles	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Martinez, Christopher	Instructional Aide VI	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Martinez, Essex	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Martinez, Paul	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Miranda, Paul	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs

(Continued)

On-Call: Program Assistant I, III, IV, V, and VI (con't):

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>
Montgomery, Hugh	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Moore, John	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Ochoa, Jake	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Parra, Sergio	Instructional Aide III	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Pierce, Gregory	Instructional Aide IV Instructional Aide VI	7/1/18 – 6/30/19 7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Ripley, Brendan	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Roberts, Kevin	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Rodriguez, Joel	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Schmitz, Patrick	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Strangfeld-Russel, Roberta	Instructional Aide V	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Thome, Desiree	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Turner, James	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Uhl, Paul	Instructional Aide VI	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Washington, David	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs
Wong, Alan	Instructional Aide IV	7/1/18 – 6/30/19	See Short-Term/On-Call Appointments – EMS, Fire, Law Enforcement Programs

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Appointments, Transfers, and Promotions of Classified Service Employees	Item Number: 12.J.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 2

BACKGROUND

The following personnel actions are recommended:

Reappointments

1. Belinda Lombardo, grant coordinator, industrial technology department, full time, 12 months, 37 hours weekly, range 29-A, classified bargaining unit salary schedule 55, effective July 1, 2018 through June 30, 2019, and contingent upon continued funding.

Reason: Continuation of categorically funded position to facilitate successful execution of the CCC Makerspace Implementation Grant.

(Continued)

FISCAL IMPACT

1. The cost to the Makerspace Grant is approximately \$82,780 for the 2018-2019 fiscal year.
2. The cost to the Basic Skills Initiative (BSI) grant is approximately \$13,799 for the 2018-2019 fiscal year.
3. The cost to the Basic Skills Initiative (BSI) grant is approximately \$13,799 for the 2018-2019 fiscal year.
4. The cost to Student Success and Support Program (3SP) is approximately \$4,112 for the 2017-2018 fiscal year.
5. The cost to Student Success and Support Program (3SP) is approximately \$69,006 for the 2018-2019 fiscal year.
6. The cost to the unrestricted general fund is approximately \$73,027 for the 2018-2019 fiscal year.

The cost for the 2017-2018 fiscal year is included in the 2017-2018 fiscal year budget.

The costs for the 2018-2019 fiscal year will be included in the 2018-2019 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the reappointments of Belinda Lombardo, grant coordinator, industrial technology department, effective July 1, 2018 through June 30, 2019, and contingent upon continued funding; Alberto Ambriz-Delgado, instructional assistant – community education, effective July 1, 2018, and contingent upon continued funding; and Anel Gonzalez, instructional assistant – community education, effective July 1, 2018, and contingent upon continued funding; and approve the appointments of Monica Maldonado, student success outreach/retention specialist, student success and support program, effective June 13, 2018, and contingent upon continued funding; Ulises Serrano-Valenzuela, student success outreach/retention specialist, student success and support program, effective July 1, 2018, and contingent upon continued funding; and Salvador Perez, maintenance specialist – carpenter, facilities, effective July 1, 2018.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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2. Alberto Ambriz-Delgado, instructional assistant – community education, part time, 10 months, 12 hours weekly, range 18-B (prorated at .3243), classified bargaining unit salary schedule 55, effective July 1, 2018, and contingent upon continued funding.

Reason: Continuation of categorically funded position to assist in noncredit ESL and Basic Skills classes.

3. Anel Gonzalez, instructional assistant – community education, part time, 10 months, 12 hours weekly, range 18-B (prorated at .3243), classified bargaining unit salary schedule 55, effective July 1, 2018, and contingent upon continued funding.

Reason: Continuation of categorically funded position to assist in noncredit ESL and Basic Skills classes.

Appointments

4. Monica Maldonado, student success outreach/retention specialist, student success and support program, full time, 12 months, 37 hours weekly, range 20-B, classified bargaining unit salary schedule 55, effective June 13, 2018, and contingent upon continued funding.

Reason: New position.

5. Ulises Serrano-Valenzuela, student success outreach/retention specialist, student success and support program, full time, 12 months, 37 hours weekly, range 20-B, classified bargaining unit salary schedule 55, effective July 1, 2018, and contingent upon continued funding.

Reason: New position

6. Salvador Perez, maintenance specialist – carpenter, facilities, full time, 12 months, 37 hours weekly, range 21-B, classified bargaining unit salary schedule 55, effective July 1, 2018.

Reason: Mr. Perez replaces Steve Cofield, who resigned, effective April 7, 2018.

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

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Appointments of Tenure-Track Faculty Members	Item Number: 12.K.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 2

BACKGROUND

The following tenure-track faculty appointments are recommended:

1. Wendy Hadley, assistant professor, biology, life and physical sciences department, full time, 175 days, (10-month annual contract) tenure-track faculty, column II, step 5, full-time faculty salary schedule, effective August 15, 2018.

Reason: Ms. Hadley replaces Robert Lennihan, who retired, effective June 1, 2018.

Ms. Hadley earned a master of science degree in biology from California Polytechnic State University, San Luis Obispo, California; she earned a bachelor of science degree in microbiology from California Polytechnic State University, San Luis Obispo, California; and she earned an associate of arts degree from Allan Hancock College, Santa Maria, California. Ms. Hadley has been part-time faculty in life and physical sciences at Allan Hancock College from August 2008 to present; and she was part-time faculty at California Polytechnic State University, San Luis Obispo, California from September 2003 to March 2005. Since March 2006 to present, Ms. Hadley has been the Quality Control Manager at Hardy Diagnostics, Santa Maria California; and from February 2005 to March 2006, she was a Research and Development Technician at Hardy Diagnostics, Santa Maria, California.

(Continued)

FISCAL IMPACT

1. The cost to the unrestricted general fund is approximately \$92,912 for the 2018-2019 fiscal year.
2. The cost to the unrestricted general fund is approximately \$97,966 for the 2018-2019 fiscal year.
3. The cost to the unrestricted general fund is approximately \$95,280 for the 2018-2019 fiscal year.
4. No change to fiscal impact previously reported.

These costs will be included in the 2018-2019 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the appointments of Wendy Hadley, assistant professor, biology, life and physical sciences department, effective August 15, 2018; Daniela Bruckman, Ph.D., assistant professor, biology, life and physical sciences department, effective August 15, 2018; and Brian Youngblood, Ph.D., assistant professor, physics, life and physical sciences department, effective August 15, 2018; and approve the revised effective date for Alejandro Omidasalar, assistant professor, English, English department, effective August 15, 2018.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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2. Daniela Bruckman, Ph.D., assistant professor, biology, life and physical sciences department, full time, 175 days, (10-month annual contract) tenure-track faculty, column V, step 2, full-time faculty salary schedule, effective August 15, 2018.

Reason: Dr. Bruckman replaces Mary Perry, who retired, effective June 1, 2018.

Dr. Bruckman earned a bachelor of science degree in ecology and evolutionary biology from University of California, Santa Cruz, Santa Cruz, California; and she earned a Ph.D. in ecology and evolutionary biology from University of California, Irvine, Irvine, California. Dr. Bruckman has been an adjunct professor at Orange Coast College, Costa Mesa, California from January 2017 to present, she has been an adjunct professor at Irvine Valley College, Irvine, California from January 2016 to present; she has been an adjunct professor at Saddleback College, Mission Viejo, California from January 2017 to present; she has been an adjunct professor at Santa Ana College, Santa Ana, California from January 2015 to present; and she was an adjunct professor at Golden West College, Huntington Beach, California from January 2016 to December 2016.

3. Brian Youngblood, Ph.D., assistant professor, physics, life and physical sciences department, full time, 175 days, (10-month annual contract) tenure-track faculty, column V, step 1, full-time faculty salary schedule, effective August 15, 2018.

Reason: Dr. Youngblood replaces Linda Metaxas, who retired, effective June 1, 2018.

Dr. Youngblood earned a bachelor of science degree in physics from University of California, San Diego, San Diego, California; he earned a master of science degree in nuclear engineering from Massachusetts Institute of Technology, Cambridge, Massachusetts; and he earned a Ph.D. in physics from University of California, Irvine, Irvine, California. Dr. Youngblood has been a part-time lecturer in the physics department at University of California, Santa Barbara, Santa Barbara, California from April 2016 to present.

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

Revised Appointment

4. Alejandro Omidasalar, assistant professor, English, English department, full time, 175 days, (10-month annual contract), tenure-track faculty, column IV, step 8, full-time faculty salary schedule, effective August 15, 2018.

Reason: This is a revision of the effective date of Mr. Omidasalar, reported at the May 8, 2018 board of trustees meeting, with effective date August 16, 2018.

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Out-of-Classification Assignments of Classified Service Employees	Item Number: 12.L.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 2

BACKGROUND

The following personnel actions are recommended:

1. Monique Fernandez, FROM testing specialist, testing center, student services, full time, 12 months, 37 hours weekly, range 20-E, classified bargaining unit salary schedule 55 TO coordinator of assessment, testing center, student services, full time, 12 months, 37 hours weekly, range 28-B, classified bargaining unit salary schedule 55, retroactive to May 14, 2018 through June 30, 2018, or earlier per district need.

Reason: Ms. Fernandez has assumed additional responsibilities of the coordinator of assessment due to retirement of the previous incumbent. Ms. Fernandez will return to her regular assignment effective July 1, 2018, or earlier per district need.

FISCAL IMPACT

1. The cost to the unrestricted general fund is approximately \$640 for the 2017-2018 fiscal year.
2. The cost to the Student Success and Support Program (3SP) is approximately \$4,717 for the 2017-2018 fiscal year and approximately \$5,158 for the 2018-2019 fiscal year.
3. The cost to the unrestricted general fund is approximately \$3,861 for the 2018-2019 fiscal year.
4. The cost to the unrestricted general fund is approximately \$2,327 for the 2017-2018 fiscal year.

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

The cost for the 2018-2019 fiscal year will be included in the 2018-2019 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the out-of-classification assignments of Monique Fernandez, coordinator of assessment, testing center, student services, retroactive to May 14, 2018 through June 30, 2018, or earlier per district need; Adelina Pozos, career/job placement center services assistant, student services, retroactive to June 1, 2018 through June 30, 2018, or earlier per district need, and contingent upon continued funding and effective July 1, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding; Ricardo Lopez, scheduling/course data technician II, academic affairs, effective July 1, 2018 through June 30, 2019, or earlier per district need; and Kenneth Reed, equipment specialist II, public safety, retroactive to September 29, 2017 through June 30, 2018, or earlier per district need.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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2. Adelina Pozos, FROM career/job placement center services assistant, student services, full time, 12 months, 37 hours weekly, range 14-D, classified bargaining unit salary schedule 55 TO career/job placement center services assistant, student services, full time, 12 months, 37 hours weekly, range 14-D plus five (5) percent, classified bargaining unit salary schedule 55, retroactive to June 1, 2018 through June 30, 2018, or earlier per district need, and contingent upon continued funding; and FROM career/job placement center services assistant, student services, full time, 12 months, 37 hours weekly, range 17-D, classified bargaining unit salary schedule 55 TO career/job placement center services assistant, student services, full time, 12 months, 37 hours weekly, range 17-D plus five (5) percent, effective July 1, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding.

Reason: Ms. Pozos is performing additional tasks with Human Resources regarding student payroll and banner implementation. The change in pay rate, effective July 1, 2018, is due to reclassification that was approved at the regular board of trustees meeting on March 13, 2018. Ms. Pozos will return to her regular assignment effective August 1, 2018, or earlier per district need.

3. Ricardo Lopez, FROM scheduling/course data technician II, academic affairs, full time, 12 months, 37 hours weekly, range 26-E, classified bargaining unit salary schedule 55 TO FROM scheduling/course data technician II, academic affairs, full time, 12 months, 37 hours weekly, range 26-E plus five (5) percent, classified bargaining unit salary schedule 55, effective July 1, 2018 through June 30, 2019, or earlier per district need. Mr. Lopes will return to his regular assignment effective July 1, 2019.

Reason: Mr. Lopez is performing duties outside of his job description to assist with AB 705 compliance.

4. Kenneth Reed, from equipment specialist II, public safety, full time, 12 months, 37 hours weekly, range 20-E, classified bargaining unit salary schedule TO equipment specialist II, public safety, full time, 12 months, 37 hours weekly, range 20-E plus five (5) percent, retroactive to September 29, 2017 through June 30, 2018, or earlier per district need. Mr. Reed will return to his regular assignment effective July 1, 2018.

Reason: Mr. Reed is performing duties outside of his job description to assist with coordination and maintenance of the firing range.

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Extra Work Assignments of Classified Service Employees	Item Number: 12.M.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 2

BACKGROUND

Regular classified staff members who work less than twelve months each year can be scheduled for an extra work assignment at their request. These assignments are scheduled in accordance with article 9, section 9.17, of the district's agreement with the California School Employees Association Allan Hancock College Chapter #251. The following employees have accepted an assignment, and the following schedule is recommended:

<u>Name</u>	<u>Title</u>	<u>Employment Period</u>	<u>Maximum Hours</u>	<u>Maximum Days/Weeks</u>	<u>Hourly Salary</u>
1. McLaughlin, Toby	Science Laboratory Specialist	6/4/18 – 6/29/18	37 hrs./wk.	20 days maximum	\$30.95
2. Williamson, Lori	Science Laboratory Specialist	6/7/18 – 6/29/18	37 hrs./wk.	17 days maximum	\$30.95
3. Williamson, Lori	Science Laboratory Specialist	7/2/18 – 7/31/18	37 hrs./wk.	22 days maximum	\$30.95

(Fiscal Impact is located on page 2)

(Continued)

RECOMMENDATION

Staff recommends that the board of trustees approve the extra work assignments of Toby McLaughlin, science laboratory specialist, life and physical sciences, effective June 4, 2018 through June 29, 2018, or earlier per district need; Lori Williamson, science laboratory specialist, life and physical sciences, effective June 7, 2018 through June 29, 2018 and July 2, 2018 through July 31, 2018, or earlier per district need; Yvette Valadez-Andrade, administrative assistant II, academic affairs, effective June 11, 2018 through June 30, 2018 and July 2, 2018 through August 3, 2018, or earlier per district need; Emmanuel Guerrero, instructional assistant – STEM Center, effective June 18, 2018 through June 22, 2018, or earlier per district need, and contingent upon continued funding; Michele Brandenburg, laboratory assistant, open access computer lab (OACL), learning resources, effective July 2, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding; and Dorine Mathieu, office services technician II (Grants), MESA, effective July 2, 2018 through July 31, 2018, or earlier per district need, and contingent upon continued funding.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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<u>Name</u>	<u>Title</u>	<u>Employment Period</u>	<u>Maximum Hours</u>	<u>Maximum Days/Weeks</u>	<u>Hourly Salary</u>
4. Valadez-Andrade, Yvette	Administrative Assistant II	6/11/18- 6/30/18	20 hrs./wk.	15 days maximum	\$23.48
5. Valadez-Andrade, Yvette	Administrative Assistant II	7/2/18- 8/03/18	20 hrs./wk.	25 days maximum	\$23.48
6. Guerrero, Emmanuel	Instructional Assistant – STEM Center	6/18/18 – 6/22/18	37 hrs./wk.	5 days maximum	\$25.54
7. Brandenburg, Michele	Laboratory Assistant, Open Access Computer Lab (OACL)	7/2/18 – 7/31/18	30 hrs./wk.	17 days maximum	\$19.50
8. Mathieu, Dorine	Office Services Technician II (Grants)	7/2/18 – 7/31/18	37 hrs./wk.	30 days maximum	\$21.92

FISCAL IMPACT

1. This extra work assignment will result in an increased cost to the unrestricted general fund of approximately \$6,139 for the 2017-2018 fiscal year and is included in the 2017-2018 fiscal year budget.
2. This extra work assignment will result in an increased cost to the unrestricted general fund of approximately \$5,548 for the 2017-2018 fiscal year and will be included in the 2017-2018 fiscal year budget.
3. This extra work assignment will result in an increased cost to the unrestricted general fund of approximately \$6,420 for the 2018-2019 fiscal year and will be included in the 2018-2019 fiscal year budget.
4. This extra work assignment will result in an increased cost to the unrestricted general fund of approximately \$1,795 for the 2017-2018 fiscal year and is included in the 2017-2018 fiscal year budget.
5. This extra work assignment will result in an increased cost to the unrestricted general fund of approximately \$2,992 for the 2018-2019 fiscal year and will be included in the 2018-2019 fiscal year budget.
6. This extra work assignment will result in an increased cost to the MESA grant of approximately \$1,204 for the 2017-2018 fiscal year and will be included in the 2017-2018 fiscal year budget.
7. This extra work assignment will result in an increased cost to the Basic Skills Initiative (BSI) grant of approximately \$2,534 for the 2018-2019 fiscal year and will be included in the 2018-2019 fiscal year budget.
8. This extra work assignment will result in an increased cost to the MESA grant of approximately \$4,741 for the 2018-2019 fiscal year and will be included in the 2018-2019 fiscal year budget.

CONSENT ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Coaching Appointments and Stipends	Item Number: 12.N.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

A recommendation may be made that the board of trustees approve coaching appointments and stipends. 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: June 12, 2018
From: Superintendent/President	
Subject: New and/or Revised Classified Bargaining Unit Job Descriptions	Item Number: 12.O.
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: June 12, 2018
From:	Superintendent/President	
Subject:	Edits to Final Collective Bargaining Agreement Between the Faculty Association and the Allan Hancock Joint Community College District for Fiscal Years 2018 – 2021 on the Entire Agreement	Item Number: 12.P.
Strategic Goal:	Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 9

BACKGROUND

Negotiations between the district and the Faculty Association of Allan Hancock College began in May 2017 and concluded in April 2018. The board and the Faculty Association have both ratified this agreement.

The attached document contains edits to the collective bargaining agreement following a “page turn” meeting of both parties to ensure accuracy. The edits do not change the fiscal impact or general provisions of the agreement; rather, they clean up any typos or overlooked errors presented to the board for ratification.

These edits are presented to the board in public session to ensure that public is informed of the corrections.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees approve the edits to the Agreement between the Allan Hancock Joint Community College District and the Faculty Association of Allan Hancock College, effective July 1, 2018 – June 30, 2021.

Administrator Initiating Item: Kelly Underwood Paul Murphy	Final Disposition:
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ARTICLE 4: **ASSOCIATION RIGHTS AND RESPONSIBILITIES**

- 4.1 Bulletin Boards: The Association shall have the right to use without charge a reasonable part of the non-classroom bulletin board space designated for communication at work sites. Any material to be posted must be dated and must identify the Association as the source of the material.

- 4.2 College and Mail Communication System: The Association is authorized to place Association written communications in District-designated individual college mailboxes/email for distribution to bargaining unit employees. The Association is also authorized reasonable use of any telephone voice mail for oral communications to bargaining unit employees as long as such use does not interfere with college business or the work of other college employees as per Board Policy 3720 Computer and Network Use.

The Association is authorized to use the District's email system and space on the District's server to operate an Association website for communications to bargaining unit employees as long as such use does not interfere with the college business purpose of the computer system or the work production of any college employee. Such use is restricted to appropriate Association business.

- 4.3 Documents: Prior to each monthly meeting of the Board of Trustees, the Association president will be provided with a copy of the agenda for the current meeting, a copy of the minutes of the previous meeting, and a copy of the monthly warrants if the warrants are not included in the agenda. Confidential communications will be excluded.

The District agrees to provide to the Association upon written request, one copy of existing college-produced informational documents which can reasonably be expected to have an impact on contract negotiations and on the implementation and administration of the Agreement.

- 4.4 Contract Distribution: Within forty-five (45) days after ratification by the Board of Trustees, the District shall post the Agreement to the college website and portal and provide without charge 15 printed copies to the Association officers. After the execution of this Agreement, any member of the bargaining unit may request a copy of this Agreement and/or any amendments from the District without charge.

- 4.5 Facility Use: The District authorizes the Association reasonable use of college facilities for Association business at times that do not conflict with scheduled District activities including the instructional program subject to District approval and in accordance with college procedures. The Association will pay for any costs associated with the use of a

facility or services. The District has a right to determine appropriate use of District property.

- 4.6 Telephone Use: The District authorizes the Association to use District telephones (including facsimile machines) so long as the calls are related to lawful Association business and do not interfere with the college business purpose of the telephone equipment or the work production of any college employee. The District will provide the Faculty Association with an access code for purposes of making long-distance calls and will invoice the Association monthly for associated costs.
- 4.7 Equipment Use: The District authorizes the Association reasonable use of college photocopy and print services as long as the use of such equipment and services does not interfere with student instruction or work production. The Association will reimburse the District for the cost of such services at the same rate as that charged to the District, or within the District, for printing and photocopying services.
- 4.8 Right of Access: The Association shall have the right of access at reasonable times to areas in which bargaining unit employees' work provided such access does not interfere with the educational process or the work of other District employees.
- 4.9 Personnel Roster: Upon request the District will provide the Association with a personnel roster giving home address, home telephone number (unless restricted by the bargaining unit employee), the name, job title, and principal department of all employees of the bargaining unit.
 - 4.9.1 Dues/Service Fee Faculty List: Upon request the District will provide the Association with a list of full-time faculty outlining amount deducted each month per Government Code Section 3546(a); whether the amount is a service fee or dues; and, if the service fee is being routed to a charitable organization, the name of the charitable organization.
- 4.10 Negotiation and Contract Administration
 - 4.10.1 Up to five (5) designated representatives of the District and up to five (5) designated representatives of the Association may meet (if requested by either party) on a mutually agreed upon date, place, and time (with the least impact upon instruction and student support services) once or by mutual agreement more than once during fall and once or more during spring semesters for the purpose of reviewing the administration of the Agreement in force and attempting to resolve any other problems that may arise. Either party may submit an agenda for discussion in advance of the meeting(s). If an agreement can be reached to

resolve any issue(s), both parties shall sign a side letter. If appropriate, the side letter will become part of this Agreement if the parties so agree.

4.10.2 The Association agrees that all Association business shall be conducted at times which will have the least impact on instructional and student services programs. This section is not intended to preclude the Association from conducting Association business during established business hours.

4.10.3 Each fall and spring term, the District shall grant annually ~~1.0~~1.2 FTE (full-time equivalent) reassigned time, with pay, to be distributed by the Association for contract-required committee work, grievance, representation, negotiations, arbitration, and Association representation at meetings and conferences related to official union business. The Faculty Association will notify the district, in writing, of the allocation of reassigned time not later than May 20th for the fall semester and not later than September 15th for the spring semester. Reassigned time shall be distributed in such a manner so as to allow for unit pay replacement for all cases.

It is understood that reassigned time allocated to a unit member under this section shall not exceed .40 FTE, except as may be mutually agreed upon by the Association and the District, in advance, in accordance with the timeline of this section.

4.10.4 The Faculty Association may purchase additional leave time pursuant to the provisions of the Education Code, up to sixty percent (60%) of a full-time load. The Faculty Association must pay the District an amount based on the Faculty Overload and Extra Assignment Salary Schedule lecture rate, step 5, column V.

4.11 The District shall designate two (2) consecutive hours between 9 am and 3 pm for the Faculty Association to meet with its member on each All Staff Day.

ARTICLE 6: GRIEVANCE PROCEDURE

6.1 Definitions

- 6.1.1 A “grievance” is defined as a formal written allegation by a grievant that a specific provision of this Agreement has been misinterpreted, misapplied, or violated.
- 6.1.2 A “grievant” is any faculty member adversely affected by an alleged violation of the specific provisions of this Agreement or the Association. Unless the Association is grieving Article 4 of this Agreement, the Association shall name a faculty member or faculty members for each grievance filed.
- 6.1.3 A “day” in this article is a “business day.”
- 6.1.4 The “~~immediate supervisor~~appropriate administrator” in this article is the lowest-level administrator who has immediate supervision over the grievant and who has been designated by the District to adjust grievances.
- 6.1.5 An “Association representative” is a person designated by the Association to represent a grievant.
- 6.1.6 The “district grievance officer” shall be the district Superintendent/President or that President’s designee.

6.2 General Provisions:

- 6.2.1 Until final disposition of a grievance, the grievant shall comply with the directions of the grievant’s immediate supervisor.
- 6.2.2 All documents dealing with the processing of a grievance shall be filed in files separate from the personnel files of the participants. However, this provision shall not prohibit the appropriate filing of documents relating to disciplinary matters unless the removal of such documents is ordered as part of any grievance settlement.
- 6.2.3 No party to a grievance shall take any reprisals against the other party to the grievance because the party participated in ~~an orderly manner~~ in the grievance procedure.
- 6.2.4 ~~Except as otherwise provided in this Article, failure~~ Failure of the grievant to adhere to the time deadlines shall mean that the grievance is settled by the decision at the previous level and that the grievant waives the right to further appeal.
- 6.2.5 Failure of the District to adhere to the time deadlines at any level shall mean that the grievance is automatically moved to the next level.
- 6.2.6 By mutual agreement in writing, the grievant and the District may extend or reduce the time deadlines at any time.

- 6.2.7 Every effort will be made to schedule meetings for the processing of grievances at times which will not interfere with the regular workday of the participants. In any event, meetings shall not be scheduled so as to interfere with the grievant and Association representative's schedule unless mutually agreed otherwise by the Association and the District. The Association representative shall be released from duties for meetings or hearings at Level III and/or Level IV which conflict with ~~her/his~~their schedule. If any grievance meeting or hearing must be scheduled during the day, any employee required by either party to participate as a witness or grievant in such meeting or hearing shall be released from regular duties without loss of pay for a reasonable amount of time necessary for the presentation of the grievance or testimony.
- 6.2.8 Either party to the grievance may be represented at any step of the grievance procedure by an individual of the party's choice; however, an agent of a nonexclusive representative group shall not act on behalf of or represent the grievant. The Association representative as defined in this article may present the case for the grievant or respondent or serve as an advisor.
- 6.2.9 The grievant may elect to have the grievance adjusted without the intervention of the Association so long as the adjustment is not inconsistent with the terms of this Agreement and provided that the District shall not agree to a resolution of the grievance at Levels II and III until the Association has received a copy of the grievance and the proposed resolution and has been given reasonable opportunity to file a response. If the Association believes it is in the best interest of the Association and/or faculty, it reserves the right to continue the grievance to its end.
- 6.2.10 If the grievance involves action or inaction by an administrator above the grievant's immediate supervisor as defined above, the grievance may be filed in writing with the designated district grievance officer at Level II. However, all attempts to resolve the grievance at the informal level shall be made first.
- 6.2.11 Grievances of a similar or like nature may be joined as a single grievance upon the written consent of the Association. The final decision shall be binding upon all parties to the consolidated grievance.
- 6.2.12 The day following personal, electronic, or certified mail ~~a~~ service of a written decision at any level of this grievance procedure ~~by either of the parties~~ shall be counted as DAY ONE for any deadline imposed upon the grievant, the Association, or the District.
- 6.2.13 By mutual agreement, at any time prior to advisory arbitration, the grievance may revert to a prior level for reconsideration.
- 6.2.14 Upon consultation with the Association, a grievant may withdraw a grievance at any step of the grievance procedure by serving written notice of the withdrawal to the administrator at the respective level. If the Association believes it is in the best interest of the Association and/or faculty members, it reserves the right to continue the grievance process to its conclusion. The parties agree to encourage the handling of grievances in as informal and confidential manner as possible.

- 6.2.15 A formal grievance shall be made on the appropriate grievance form. The grievance form will not be changed except by mutual agreement between the District and the Association.
- 6.2.16 The parties agree that any level of this grievance procedure may be waived by mutual agreement of the grievant and the District.
- 6.2.17 It is the intent of this article to resolve disputes at the lowest level. At any point in the process described in this article, either party may request a personal conference.

6.3 Procedures: Grievances shall be processed in accordance with the following procedures.

6.3.1 Level I Informal—Immediate SupervisorAppropriate Administrator

- 6.3.1.1 Before filing a formal written grievance, the grievant shall attempt to resolve the issue by completing the Level I section of the grievance form and scheduling and attending an informal conference with her/his immediate supervisorthe appropriate administrator.
- 6.3.1.2 The appropriate administrator shall schedule and conduct the requested Three (3) copies of the form shall be completed by the grievant. The grievant shall submit one copy to the immediate supervisor and one copy to the Association and retain the third copy. The supervisor will respond to the request for informal conference by scheduling a meeting within ten (10) days of the meeting request.
- 6.3.1.3 The appropriate administratorsupervisor shall provide will respond to the grievant's with a written decision statement of the concern utilizing the informal conference formof the grievance within five (5) days of the informal conferenceafter the meeting.
- 6.3.1.4 If the grievant is not satisfied with the decision of the supervisor at Level I, or if the appropriate administrator fails to deliver the written decision to the grievant as set forth in this article, the grievant may appeal to Level II and file a formal grievance with the district grievance officer they may within ten (10) days submit an appeal by completing the Level I appeal section of the grievance form. Upon submission, the grievance will move to Level II.

6.3.2 Level II Formal—Designated District Grievance Officer

- 6.3.2.1 An appeal of atthe grievance from Level I decision and/or filing a grievance pursuant to the terms in this Article, shall be submitted to the designated district grievance officer. The appeal shall include a clear and concise statement of the basisreason for the appeal. The designated district grievance officer shall submit a written decision on the appeal to the grievant on the grievance form a decision within ten (10) days of the receipt of the appeal.

6.3.2.2 If the grievant is not satisfied with the decision of the district grievance officer ~~or designee~~, the grievant may within ten (10) days submit an appeal of the decision on the grievance form and proceed to Level III.

6.3.3 Level III Formal—Mediation

6.3.3.1 The Association shall, on behalf of the grievant, request a mediator from the California State Mediation and Conciliation Service within 10 working days of the receipt of the Level III decision.

6.3.3.2 If there is no resolution from mediation, then the Association may submit the grievance to Level IV.

6.3.4 Level IV Formal—Advisory Arbitration

6.3.4.1 The district grievance officer shall, within ten (10) days after receipt of the written appeal, submit a request for the immediate services of an advisory arbitrator to the California State Mediation and Conciliation Service.

6.3.4.2 The arbitrator will hold an arbitration hearing and issue an advisory decision. If no agreement can be reached, they shall request the California State Mediation and Conciliation Service to supply a panel of five (5) names of persons experienced in hearing grievances regarding community colleges. Each party shall alternately strike a name until only one name remains. The order of striking shall initially be determined by lot. For each subsequent instance thereafter the parties shall alternate striking first. If the arbitrator will no be available within ninety (90) days, the parties may agree to secure another list and repeat the selection.

6.3.4.3 The arbitrator will hold an arbitration hearing and issue an advisory decision. The arbitrator shall not have the authority to delete, add to, or otherwise modify the provisions of this Agreement. The arbitrator's authority shall be limited to deciding whether the District has violated, misinterpreted, or misapplied the referred to express provision of this Agreement, and such decision shall not imply obligations and conditions to restrict the district in its administration of the terms of this Agreement, it being understood that any matter not specifically set forth herein remains within the management rights of the District.

6.3.4.4 The arbitrator's decision shall clearly indicate whether it is primarily in favor of the grievant, the District, or neither (50-50 split).

6.3.4.5 If the grievant is not satisfied at Level IV, the grievant may within fifteen (15) days appeal the decision on the appropriate grievance form to the Board of Trustees for review. The form must be submitted to the designated district grievance officer.

The grievant may also request a hearing. Said hearing shall be requested at the time the appeal is filed. Said hearing shall be

conducted by the member(s) of the Board of Trustees as designated by the Board of Trustees President.

The parties agree that Level V of this grievance procedure may be waived by mutual agreement of the grievant and the District.

6.3.34.36 Arbitration Costs:

Each party shall bear the costs of preparing and presenting its own case in arbitration. If the arbitrator's decision is in favor of the dDistrict, the fees and expenses shall be paid by the Faculty Association. If the arbitrator's decision is in favor of the Faculty Association, the fees and expenses shall be paid by the District. If the arbitrator's decision is not clearly in favor of either party, the fees and expenses shall be shared equally between the Faculty Association and the District.

6.3.45 Level V—Board of Trustees

6.3.45.1 If the grievant is not satisfied with the decision at Level IV, the grievant may, within fifteen (15) days of receiving the decision, appeal to the Board of Trustees for a hearing. The request for a hearing must be submitted to the Board of Trustees through the designated district grievance officer.

6.3.45.2 Said hearing shall be conducted by a panel of at least a quorum of the Board of Trustees.

6.3.45.3 The parties agree that Level V of this grievance procedure may be waived by mutual agreement of the grievant and the District.

6.3.45.4 The Board of Trustees shall communicate its decision in writing to the grievant within thirty (30) days. The decision of the Board of Trustees shall be considered the final level for a grievance.

6.3.56 Nothing in this grievance procedure shall imply a waiver of any other due process rights available to an employee or the Faculty Association as prescribed by law.

ACTION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Acceptance of Grants Approved	Item Number: 14.A.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2

The office of institutional grants has been notified of the funding for the following grants in the amount of \$774,228.

BACKGROUND:

1. California Community College Chancellor's Office – Sierra College: CCC Maker Initiative (\$305,632)

The college has been awarded funding to continue the CCC Maker for 2018-19. No matching funds are required. The project period is one year: 2018-2019. (Submitted by Robert Mabry)

2. California Community College Chancellor's Office – NOVA: Guided Pathways (\$243,596)

The college has been awarded funding to examine research and local data on student success and discuss overarching strategies to improve student success for 2018-19. No matching funds are required. The project period is one year: Spring 2018 – Summer 2019. (Submitted by Paul Murphy)

3. National Science Foundation - Creating Precision Agriculture and Crop Protection Career Pathways via Industry Partnerships (\$225,000)

The college has been awarded funding to advance agricultural science technician training by creating precision agriculture and crop protection career pathways for students. The project will create a robust transfer degree in Agricultural Science and two certificate programs, develop high school to secondary education pathways, and establish field experiences and internships. No matching funds required. Project runs July 1, 2018 through June 30, 2021 (Submitted by Erin Krier and Richard Mahon)

RECOMMENDATION:

Staff recommends that the board of trustees accept these contracts for a total of \$774,228 in restricted funds to the district.

Administrator Initiating Item: Susan Houghton	Final Disposition:
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FISCAL IMPACT:

1. California Community College Chancellor's Office with Sierra College as the fiscal agent, in the amount of \$305,632.
2. California Community College Chancellor's Office, Guided Pathways, in the amount of \$243,596.
3. National Science Foundation, Creating Precision Agriculture and Crop Protection Career Pathways via Industry Partnerships, in the amount of \$225,000.

**ACTION ITEM**

To: Board of Trustees	Date: June 12, 2017
From: Superintendent/President	
Subject: Adoption of the 2018-2019 Tentative Budget	Item Number: 14.B.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 29

BACKGROUND

Attached is the 2018-2019 Allan Hancock Joint Community College District tentative budget. The budget document is submitted for review and adoption.

Section 58196 of Title 5 of the California Code of Regulations requires that each district develop a tentative budget and forward an information copy to the appropriate county officer on or before the first day of July in each year.

The budgets presented are only tentative and subject to further review and revision. Included are projections of income and expenditures for fiscal year 2018-2019 and yet to be finalized federal, state, and local funding for 2018-2019. Further adjustments will be made as the district ledgers are closed for fiscal year 2017-2018, as the state of California's budget is finalized, and as refinements in expenditure projections are completed.

A proposed budget will be available for public inspection September 4 through 7, 2018. The district is required to hold a public hearing and adopt the 2018-2019 budget on or before the 15th day of September. The board of trustees is required to establish a date for the public hearing.

(continued)

FISCAL IMPACT

The tentative budget provides the initial estimate of funding available for fiscal year 2018-2019.

RECOMMENDATION

Staff recommends that the board of trustees adopt the 2018-2019 tentative budget and establish a public hearing for September 11, 2018, at 6:00 p.m. in the Allan Hancock College Boardroom (B 100).

Administrator Initiating Item: Michael R. Black	Final Disposition:
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2018-2019 Tentative Budget

The following budgets and funds are included for review and adoption.

- General Fund - Unrestricted
- General Fund - Restricted
- Bond Interest and Redemption Fund
- 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
- 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

Budget development activities for fiscal year 2018-2019 have focused on maintaining fiscal stability and managing reserves. At this time the legislature has not approved the Governor's proposed revision to the California Community College funding formula. As such this tentative budget assumes funding similar to that reported in the First State General Apportionment (P1) in 2017-18, increased by a one-time funding increase of 2.71% proposed in the Governor's May revise for the hold harmless provision. This assumption results in a balanced budget.

If the funding formula, or variations of the funding formula, are not approved, the funding formula may revert to current law. Under that scenario, with projected FTES of 9,800 and estimated 2018-19 funding rates, one-time funding of approximately \$1,700,000 would be required to balance the budget.

GENERAL FUND UNRESTRICTED BUDGET

General Fund Unrestricted	2017-18 Adopted Budget	2018-19 Tentative Budget
Revenue	\$61,017,334	\$63,223,694
Expense	\$60,994,255	\$63,125,557
Income	\$23,079	\$98,137
Unrestricted Reserve	\$7,015,237	\$7,145,902
% of Total Expenditure	11.50%	11.32%

INCOME

The tentative fiscal year 2018-2019 budgeted apportionment assumes a hold harmless scenario using revenues reported at 2017-18 P1, increased by one-time COLA of 2.71%.

	Dollars	Percentage
COLA (One-time) Hold Harmless	\$876,171	2.71%
Growth	\$ 0	0%
Projected Deficit	(\$899,915)	1.5%

EXPENDITURES

The tentative fiscal year 2018-2019 budgeted expenditures reflect continuation of existing programs and services at the 2017-2018 approved funding levels, with the addition of projected expenses for increases in salary schedule movement, new hires, departmental reorganizations, employee re-classes, increases in PERS/STRS, bargaining unit settlements and other significant changes known at this time. Workers Compensation expense decreased due to a rate reduction reflecting on-going reductions in claims, district benefits also have a net reduction due primarily to a transfer from the OPEB trust of \$470,000, abating retiree benefit expenses paid for in the general fund. Supplies and Other Operating expenses include approved budget augmentation requests for non-instructional supplies, student transportation and personal service contracts. Significant changes to expenditures are noted below.

	Dollars
Salaries*	\$1,864,543
PERS/STRS	\$597,269
Benefits (OPEB Transfer)	(\$538,858)
Workers Compensation	(\$322,984)
Supplies	\$68,901
Other Operating	\$176,185

* Estimated breakdown: step changes / longevity - \$447,824; new hires, restructures - \$207,512; Negotiations - \$1,209,207.

GENERAL FUND-RESTRICTED

The restricted general fund accounts for resources available for the operation and support of the educational programs that are specifically restricted by donors or other outside agencies as to their expenditure. Only the known or approved categorical programs have been included at this time. Categorical expenditure budgets are currently undergoing state and program review. Unbudgeted expenditures are reflected in the restricted reserve accounts pending final program approval. Expenditure budgets still reflect approximately 85 to 95 percent of prior year funding and will be adjusted to reflect approved funding levels upon action of the state legislature.

BOND INTEREST AND REDEMPTION FUND

The bond interest and redemption fund reflects the activity of the Santa Barbara County Treasurer related to the collection of property taxes and repayment of taxpayer approved bond issuances.

CHILD DEVELOPMENT FUND

The child development fund accounts for all revenues for, or from the operation of, childcare and development services.

PCPA FUND

The PCPA fund is used to account for the district's vocational program for aspiring actors and theater technicians consisting of lecture, performance lab, and production lab elements. Graduates of the two-year program receive a certificate of completion.

CAPITAL OUTLAY PROJECTS FUND

The capital outlay projects fund is used to account for the accumulation of money for the acquisition of capital outlay items or construction. Projects include scheduled maintenance and Proposition 39 energy efficiency projects.

GENERAL OBLIGATION BOND BUILDING FUND

The general obligation bond building fund is used to account for the proceeds from the issuance of the election of 2006 general obligation bonds and for authorized expenditures related to those proceeds. The first series of general obligation bonds, in the amount of \$68 million, was issued during 2006-07. The second and third series in the amount of \$30 million were issued during 2009-10. The fourth series was issued during 2012-13 in the amount of approximately \$39 million. The fifth series in the amount of approximately \$8.8 million was issued during 2013-14. General Obligation Refunding Bonds were issued during 2014-15 (outstanding Series A bonds in the amount of \$52,260,000 were refinanced). General Obligation Refunding Bonds also were issued during 2015-16 (outstanding series A, B-1, B, and C Bonds in the amount of \$ 36,704,916. These refundings resulted in cash flow savings to the taxpayers of \$12 million.

DENTAL SELF-INSURANCE FUND

This fund is used to account for the income and expenditures of the dental self-insurance program. Based on the current fund balance and utilization data, it appears unlikely that a rate increase will be required.

HEALTH EXAMS FUND

The health exams fund is a self-insurance fund and accounts for the transactions related to the employee physical examinations benefit. The district will maintain a fund balance equal to projected outstanding obligations as of June 30, 2019.

PROPERTY AND LIABILITY SELF-INSURANCE FUND

The self-insurance fund accounts for the deductible portion of the district's property and liability insurance program. The funding for this program is provided by the general fund as needed. The fund balance is established to meet actuarial standards of projected open reserves and unbilled closed claims plus \$50,000 for an estimate of incurred but not reported claims.

POST-EMPLOYMENT BENEFITS FUND

The tentative budget reflects an ongoing transfer of assets to the GASB 74/75 (formally GASB 45) reserve account. This funding represents the "Normal" cost of funding current and future employee retirement benefits and is transferred into the OPEB trust on an annual basis.

STUDENT FINANCIAL AID TRUST FUND

The student financial aid trust fund accounts for the deposit and direct payment of government-funded student aid. These moneys are restricted and may not be used for other purposes. The 2018-2019 budget reflects the initial grant allocation per the U.S. Department of Education statement of account for the 2018-2019 award year.

SCHOLARSHIP AND LOAN TRUST FUND

The scholarship and loan trust fund is used to account for such gifts, donations, bequests, and devises (subject to donor restrictions) that are to be used for scholarships or for grants in aid and loans to students. The board of trustees established a separate bank account in December 2015 to account for the income and expenses pertaining to providing emergency loans to AHC student veterans.

ASSOCIATED STUDENTS TRUST FUND

The associated student's trust fund is designated to account for moneys held in trust by the district for organized student body associations. The fund is supported in part by a \$50,000 annual distribution received as a portion of commissions paid to AHC from Follett for operation of the campus bookstore.

STUDENT REPRESENTATION FEE TRUST FUND

The student representation fee trust fund is designated as the receiving fund for fees collected pursuant to Education Code Section 76060.5, which provides for a student representation fee of one dollar per semester if approved by two-thirds of the students voting in the election. The fee is to be expended to provide for the support of governmental affairs representatives who may be stating their positions and viewpoints.

STUDENT BODY CENTER FEE TRUST FUND

The student body center fee trust fund is designed to account for income and expenditure of moneys for fees collected pursuant to Education Code Section 76375, which provides for the building and operating fee for the purpose of financing, constructing, enlarging, remodeling, refurbishing, and operating a student center. The fund was established at the August 20, 1996 board meeting. The district began to collect the fees in spring 1997.

DISTRICT TRUST FUND

The district trust fund is used to account for the income and expenditure of moneys held in trust by the district for individuals, organizations, or clubs. Income is received primarily through fundraising activities.

STUDENT CLUBS AGENCY FUND

The student clubs agency fund is used to account for assets held by the district as an agent for student clubs. Income is received primarily through fundraising activities and an allocation from the Associated Student Body.

FOUNDATION AGENCY FUND

The Allan Hancock College Foundation is a separately incorporated (nonprofit corporation) entity formed for the purpose of operating to advance education, to promote and provide educational and recreational facilities, to receive gifts and bequests, and to expend moneys for the general welfare of the students and faculty. The Allan Hancock College Foundation Investment Committee and the Foundation Board will review components of the tentative budget prior to finalizing the adopted budget in September 2018.

AHC VITICULTURE & ENOLOGY FOUNDATION AGENCY FUND

The Allan Hancock College Viticulture & Enology Foundation is a separately incorporated (nonprofit corporation) entity formed for the purpose of obtaining a bonded winery permit for commercial production of wine at a bonded winery operated as part of an instructional program in viticulture and enology.

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
	Unrestricted	6,999,365	6,999,365	7,047,765
	Restricted Reserves	3,613,812	3,613,812	3,774,464
	NET BEGINNING BALANCE JULY 1	10,613,177	10,613,177	10,822,229
	FEDERAL INCOME			
8110	Forest Reserve	4,200	4,200	4,200
8199	Other Federal Income	30,000	30,000	30,000
Total	Federal Income	34,200	34,200	34,200
	STATE INCOME			
8611	Principal Apportionment	32,937,858	30,337,858	32,784,723
8611	Principal Apportionment - Prior Year	594,837	594,837	0
8612	Apprenticeship	32,109	32,109	32,109
8614	Board Financial Assistance Program	132,293	132,293	135,027
8630	Education Protection Account	7,565,696	7,565,696	7,565,696
8672	Homeowners Property Tax Relief	75,000	75,000	75,000
8680	Lottery Funds	1,460,000	1,460,000	1,366,122
8681	Mandated Cost Claims	564,592	564,592	265,000
8681	Mandate Block Grant	0	0	0
8699	Full-Time Faculty	0	0	0
8699	Other State Funds	209,521	209,521	207,474
Total	State Income	43,571,906	40,971,906	42,431,151
	LOCAL INCOME			
8811	District Taxes - Secured Roll	13,000,000	13,000,000	13,000,000
8812	District Taxes - Supplemental Roll	330,000	330,000	330,000
8813	District Taxes - Unsecured Roll	540,000	540,000	540,000
8816	District Taxes - Prior Years	0	0	0
8817	District Taxes - ERAF	0	2,600,000	2,000,000
8818	Redevelopment Agency Funds	300,000	300,000	300,000
8820	Contributed Income	240,525	240,525	210,000
8831	Contract Instructional Services	120,000	120,000	120,000
8840	Sales	18,000	18,000	18,000
8850	Rentals and Leases	20,000	20,000	20,000
8860	Interest and Investment Income	175,000	175,000	175,000
8872	Community Services Classes	120,000	120,000	120,000
8874	Enrollment Fees	2,734,355	2,734,355	2,550,000
8875	Use of Nondistrict Facilities	6,133	6,133	2,500
8877	Sales, Instructional Materials	246,833	246,833	191,133
8879	Student Records	50,000	50,000	50,000
8880	Nonresident Tuition	500,000	500,000	500,000
8885	Student Fines/Fees	7,000	7,000	7,000
8890	Miscellaneous Income	336,793	336,793	254,710
8890	Prior Year Adjustment	0	0	0
8891	Parking Citations	30,000	30,000	30,000
Total	Local Income	18,774,639	21,374,639	20,418,343
	INCOMING TRANSFERS			
8980	Interfund Transfers	1,793,945	1,323,945	340,000
Total	Incoming Transfers	1,793,945	1,323,945	340,000
TOTAL	INCOME - ALL SOURCES	64,174,690	63,704,690	63,223,694
TOTAL	BEGINNING BALANCE AND INCOME	74,787,867	74,317,867	74,045,923

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
1000	ACADEMIC SALARIES			
1100	Regular-Instructional Salaries	9,163,763	9,163,763	9,415,998
1200	Regular Non-Instructional Salaries	5,280,812	5,280,812	5,477,163
1300	Other Instructional Salaries	8,717,964	8,717,964	8,961,958
1400	Other Non-Instructional Salaries	869,183	869,183	865,312
Total	Academic Salaries	24,031,722	24,031,722	24,720,431
2000	CLASSIFIED SALARIES			
2100	Regular Classified Salaries	12,720,527	12,720,527	13,553,161
2200	Regular Inst Aide Salaries	999,316	999,316	1,037,640
2300	Other Classified Salaries	787,172	787,172	656,616
2400	Other Inst Aide Salaries	364,795	364,795	412,634
Total	Classified Salaries	14,871,810	14,871,810	15,660,051
3000	STAFF BENEFITS			
3100	State Teachers' Retirement	2,856,206	2,856,206	2,988,004
3200	Public Employees' Retirement	2,181,996	2,181,996	2,576,573
3300	Social Security - OASDI	1,401,652	1,401,652	1,448,110
3400	Health and Welfare	4,760,403	4,290,403	4,219,670
3500	Unemployment Insurance	57,364	57,364	55,758
3600	Workers' Compensation Insurance	689,589	689,589	359,560
3700	Other Benefits Retirement	173,031	173,031	172,632
3900	Other Benefits	21,705	21,705	50,695
Total	Staff Benefits	12,141,946	11,671,946	11,871,002
4000	BOOKS, SUPPLIES, AND MATERIALS			
4300	Instructional Supplies	481,370	481,370	421,504
4500	Non-Instructional Supplies	812,166	812,166	684,761
4600	Pupil Transportation Supplies	233,182	233,182	214,291
4700	Food Supplies	20,320	20,320	11,651
Total	Books, Supplies, and Materials	1,547,038	1,547,038	1,332,207
5000	OPERATING EXPENSES & SERVICES			
5100	Contract for Personal Services	2,489,108	2,489,108	1,381,544
5200	Travel, Conf. and In-Service Training	212,542	212,542	199,799
5300	Dues, Memberships, and Licenses	693,701	693,701	718,125
5400	Insurance	381,878	381,878	381,878
5500	Utilities and Housekeeping Services	1,871,410	1,871,410	1,819,516
5600	Rents, Leases and Repairs	1,935,143	1,935,143	1,647,444
5700	Legal, Elections and Audit Expenses	322,803	322,803	356,726
5800	Other Services, Postage, Advertising	372,230	372,230	363,709
5900	Other Operating Expenses	(115,000)	(115,000)	(115,000)
Total	Operating Expenses & Services	8,163,815	8,163,815	6,753,741

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2017-18 Revised Adopted	2017-18 Revised Adopted	2018-19 Tentative Budget
6000	CAPITAL OUTLAY			
6100	Sites and Improvements	9,500	9,500	12,000
6200	Buildings & Improvements	280,641	280,641	73,370
6300	Books and Media for Libraries	97,724	97,724	67,274
6400	Equipment	779,720	821,720	676,925
Total	Capital Outlay	1,167,585	1,209,585	829,569
7000	OTHER OUTGO			
7300	Interfund Transfer - Capital Maintenance Reserve	207,960	207,960	207,960
7300	Interfund Transfer - Technology Reserve	0	0	0
7300	Interfund Transfer - Cap Proj - Misc Projects	15,000	15,000	15,000
7300	Interfund Transfer - Co-curricular	107,047	107,047	107,047
7300	Interfund Transfer - Child Development	10,000	10,000	10,000
7300	Interfund Transfer - PCPA	1,426,949	1,426,949	1,426,949
7300	Interfund Transfer - P&L	0	0	0
7300	Interfund Transfer - ASBG	50,000	50,000	50,000
7300	Interfund Transfer - Restricted G/F	71,100	71,100	71,100
7300	Interfund Transfer - Miscellaneous	41,166	41,166	0
7500	Student Financial Aid	70,000	70,000	70,000
7600	Misc Payments to/for Students	500	500	500
Total	Other Outgo	1,999,722	1,999,722	1,958,556
Total	Expenditures and Other Outgo	63,923,638	63,495,638	63,125,557
7900	Appropriation for Contingencies	8,235,046	0	7,145,902
7920	Reserve for Recovery	0	0	0
7922	Restricted Reserve-Mandate Funds	850,966	850,966	850,966
7923	Reserve for One-Time Funds	160,799	1,179,700	1,179,700
7995	Reserve for Attrition	20,585	0	0
7925	Restricted Reserve	1,443,798	1,443,798	1,443,798
7991	Reserve for Reallocation	153,035	300,000	300,000
7994	Reserve for OPEB	0	0	0
TOTAL	EXPENDITURES, OTHER OUTGO AND CONTINGENCIES	74,787,867	67,270,102	74,045,923
	General Reserve (Net Ending Balance)		7,047,765	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	74,787,867	74,317,867	74,045,923

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL FUND - RESTRICTED

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	13,320,922	13,320,922	12,847,622
	FEDERAL INCOME			
8120	College Work Study	192,035	192,035	250,543
8121	Higher Education Act/Title V	1,049,495	1,049,495	449,607
8133	Workforce Investment Act WIA	0	0	0
8140	TANF	62,046	62,046	19,326
8170	VTEA - Basic Grant	0	0	0
8170	VTEA - Special Projects	571,497	571,497	564,727
8170	Tech-Prep/CTE Grants	0	0	0
8199	Other Federal Income	646,131	646,131	274,689
Total	Federal Income	2,521,204	2,521,204	1,558,892
	STATE INCOME			
8619	Basic Skills Apportionment	533,214	533,214	379,791
8621	Disabled Students Programs & Svc	528,635	528,635	585,140
8622	Extended Opportunity Program & Services	838,464	838,464	796,541
8624	Cooperative Agencies Resources for Education CARE	324,508	324,508	292,057
8625	Other State Categorical Programs	522,197	522,197	712,479
8626	Student Success and Support Programs	4,129,759	4,129,759	929,722
8627	Block Grant/Instructional Equipment & Physical Plant	308,290	308,290	0
8628	CalWORKS	321,186	321,186	78,034
8651	Foster Parent Training Grant	94,077	94,077	98,054
8653	Economic Development	2,944,681	2,944,681	2,079,980
8654	Child Dev Trng Consortium	7,500	7,500	7,500
8658	Prop 39 Energy Efficiency	57,000	57,000	0
8659	Misc. State Grants	4,002,431	4,002,431	2,195,423
86XX	Other State Revenues	3,398,746	3,398,746	2,111,432
Total	State Income	18,010,688	18,010,688	10,266,153
	LOCAL INCOME			
8820	Contributions	232,115	232,115	30,899
8830	Contracted Instruction	41,784	41,784	180,500
8840	Sales	81,000	81,000	81,000
8850	Leases and Rentals	3,000	3,000	0
8876	Health Fees	500,000	500,000	545,000
887X	Sales, Instr Mtl	423,144	423,144	392,144
8881	Parking Services Fees	265,000	265,000	280,000
8885	Other Student Fees	68,400	68,400	64,400
8890	Other Income	380,265	380,265	23,593
Total	Local Income	1,994,708	1,994,708	1,597,536
	INCOMING TRANSFERS			
8980	Interfund Transfers	100,828	100,828	71,100
TOTAL	INCOME - ALL SOURCES	22,627,428	22,627,428	13,493,681
TOTAL	BEGINNING BALANCE AND INCOME	35,948,350	35,948,350	26,341,303

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL FUND - RESTRICTED**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
1000	ACADEMIC SALARIES			
1100	Regular-Instructional Salaries	366,252	366,252	70,726
1200	Regular Non-Instructional Salaries	1,932,659	1,932,659	1,816,623
1300	Other Instructional Salaries	38,309	38,309	2,105
1400	Other Non-Instructional Salaries	1,039,343	1,039,343	262,192
Total	Academic Salaries	3,376,563	3,376,563	2,151,646
2000	CLASSIFIED SALARIES			
2100	Regular Classified Salaries	2,852,901	2,852,901	2,381,010
2200	Regular Inst Aide Salaries	269,487	269,487	225,925
2300	Other Classified Salaries	1,647,189	1,647,189	703,998
2400	Other Inst Aide Salaries	599,953	599,953	90,499
Total	Classified Salaries	5,369,530	5,369,530	3,401,432
3000	STAFF BENEFITS			
3100	State Teachers' Retirement	384,431	384,431	321,898
3200	Public Employees' Retirement	427,533	427,533	395,019
3300	Social Security - OASDI & Medicare	277,755	277,755	226,531
3400	Health & Welfare	836,078	836,078	690,470
3500	Unemployment Insurance	6,775	6,775	5,185
3600	Workers' Compensation Insurance	153,642	153,642	98,495
3700	Non-Academic STRS	44,514	44,514	21,371
3900	Other Benefits - Projects	0	0	0
Total	Staff Benefits	2,130,728	2,130,728	1,758,969
4000	BOOKS, SUPPLIES, AND MATERIALS			
4300	Instructional Supplies	893,430	893,430	787,773
4500	Non-instructional Supplies	871,670	871,670	558,693
4600	Pupil Transportation Supplies	175,180	175,180	48,629
4700	Food Supplies	171,475	171,475	63,107
Total	Books, Supplies, and Materials	2,111,755	2,111,755	1,458,202
5000	OPERATING EXPENSES & SERVICES			
5100	Contract for Personal Services	2,987,583	2,987,583	1,217,243
5200	Travel, Conf. & In-service Training	728,714	728,714	452,019
5300	Dues, Memberships, and Licenses	318,632	318,632	188,738
5400	Insurance	32,979	32,979	32,979
5500	Utilities and Housekeeping Services	1,566	1,566	3,615
5600	Rents, Leases and Repairs	2,546,029	2,546,029	1,396,218
5700	Legal, Elections and Audit Expenses	8,270	8,270	2,043
5800	Other Services, Postage, Advertising	180,019	180,019	59,013
5900	Indirect Support Charges	429,362	429,362	199,122
Total	Operating Expenses & Services	7,233,154	7,233,154	3,550,990

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL FUND - RESTRICTED**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
6000	CAPITAL OUTLAY			
6100	Sites and Improvements	0	0	0
6200	Buildings & Improvement	279,786	279,786	0
6300	Books & Media for Libraries	49,524	49,524	5,098
6400	Equipment	1,374,599	1,374,599	124,597
6500	Lease/Purchase Agreements	0	0	0
Total	Capital Outlay	1,703,909	1,703,909	129,695
7000	OTHER OUTGO			
7300	Interfund Transfer - Capital Projects - Infrastructure	0	0	0
7300	Interfund Transfer - Scheduled Maintenance Projects	0	0	0
7300	Interfund Transfer - Capital Projects	0	0	0
7300	Interfund Transfers	386,280	386,280	148,162
7500	Student Financial Aid	414,203	414,203	241,744
7600	Other Payments to Students	374,606	374,606	302,049
Total	Other Outgo	1,175,089	1,175,089	691,955
7922	Restricted Reserve	12,847,622	0	13,198,414
TOTAL	EXPENDITURES, OTHER OUTGO AND CONTINGENCY	35,948,350	23,100,728	26,341,303
	General Reserve (Net Ending Balance)	0	12,847,622	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	35,948,350	35,948,350	26,341,303

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
BOND INTEREST AND REDEMPTION FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	ADJUSTED NET BEGINNING BALANCE JULY 1	7,982,376	7,009,265	7,620,783
	LOCAL INCOME			
86XX	State Revenue	0	23,800	25,000
88XX	Local Income	6,000,000	6,112,491	6,100,000
8942	GO Bond Proceeds	0	41,341,952	0
TOTAL	Income	6,000,000	47,478,243	6,125,000
TOTAL	BEGINNING BALANCE AND INCOME	13,982,376	54,487,508	13,745,783
	EXPENDITURES			
	OPERATING EXPENSES & SERVICES			
5800	Other Services	0	268,074	0
	DEBT RETIREMENT			
7100	Debt Retirement	5,510,073	5,524,772	5,535,788
7200	Other Financing	0	41,073,879	
TOTAL	EXPENDITURES	5,510,073	46,866,725	5,535,788
7900	Appropriation for Contingencies	8,472,303	0	8,209,996
TOTAL	EXPENDITURES AND CONTINGENCIES	13,982,376	46,866,725	13,745,783
	NET ENDING BALANCE	0	7,620,783	0
TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	13,982,376	54,487,508	13,745,783

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
CHILD DEVELOPMENT FUND**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	261,959	261,959	386,251
	FEDERAL INCOME			
8100	Other Federal Income	350,147	350,147	229,740
	STATE INCOME			
8600	Other State Income	474,291	474,291	196,634
	LOCAL INCOME			
8820	Contributions	781,643	781,643	777,371
8860	Interest	0	0	2,000
8890	Other Local Revenue	75,000	75,000	75,000
Total	Local Income	856,643	856,643	854,371
	INCOMING TRANSFERS		0	
8980	Interfund Transfers	0	0	25,000
TOTAL	INCOME AND INCOMING TRANSFERS	1,681,081	1,681,081	1,305,745
TOTAL	BEGINNING BALANCE AND INCOME	1,943,040	1,943,040	1,691,996
	ACADEMIC SALARIES			
1000	Regular - Non-instructional Salaries	225,465	225,465	235,828
1200	Other Instructional Salaries	0	0	0
1300	Other - Non-instructional Salaries	55,721	55,721	18,776
1400	Academic Salaries	281,186	281,186	254,604
Total				
2000	CLASSIFIED SALARIES			
2000	All Classified Salaries	270,009	270,009	106,829
3000	STAFF BENEFITS			
3000	All Staff Benefits	125,020	125,020	119,065
4000	BOOKS, SUPPLIES & MATERIALS			
4000	All Books, Supplies & Materials	351,875	351,875	351,409
5000	OTHER OPERATING EXPENSES			
5100	Consultants	164,294	164,294	153,844
5200	Conferences	12,942	12,942	12,707
5300	Licenses and Permits	1,318	1,318	1,204
5500	Utilities	0	0	0
5600	Contracts, Repairs	768	768	1,000
5800	Other Services	972	972	972
5900	Other Expenses	12,461	12,461	5,019
Total	Other Operating Expenses	192,755	192,755	174,746
6000	CAPITAL OUTLAY			
6400	Equipment	327,272	327,272	298,094
7000	OTHER OUTGO			
7300	Interfund Transfers	8,217	8,217	0
TOTAL	EXPENDITURES	1,556,334	1,556,789	1,304,747
7900	Appropriations for Contingency	386,706	0	387,249
TOTAL	EXPENDITURES AND OTHER OUTGO	1,943,040	1,556,789	1,691,996
	NET ENDING BALANCE	0	386,251	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	1,943,040	1,943,040	1,691,996

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
PCPA**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	472,981	472,981	472,981
	STATE INCOME			
8600	State Grant	0	0	0
	LOCAL INCOME			
8830	Contribution from General Fund	1,426,949	1,426,949	1,426,949
8800	Ticket Revenue	1,609,050	1,609,050	1,827,813
8800	Other Revenue	1,171,996	1,171,996	1,167,010
TOTAL	INCOME	4,207,995	4,207,995	4,421,772
TOTAL	BEGINNING BALANCE AND INCOME	4,680,976	4,680,976	4,894,753
	EXPENDITURES			
1000	Academic Salaries	0	0	0
2000	Classified Salaries	1,968,436	1,968,436	2,063,244
3000	Staff Benefits	485,625	485,625	659,849
4000	Supplies and Materials	434,745	434,745	414,165
5000	Operating Expenses and Services	617,179	617,179	637,971
6000	Capital Outlay	38,600	38,600	41,745
7000	Other Outgo	663,410	663,410	604,798
TOTAL	EXPENDITURES	4,207,995	4,207,995	4,421,772
7900	Appropriation for Contingencies	472,981	0	472,981
TOTAL	EXPENDITURES AND CONTINGENCIES	4,680,976	4,207,995	4,894,753
	NET ENDING BALANCE		472,981	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	4,680,976	4,680,976	4,894,753

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
CAPITAL OUTLAY PROJECTS FUND**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	7,122,647	7,122,647	6,939,691
	FEDERAL INCOME			
Total	Federal Income	0	0	0
	STATE INCOME			
8650	Community College Construction	944,998	383,786	561,212
8655	Scheduled Maintenance Income	308,290	308,290	0
8658	Prop 39 Energy Efficiency Income	373,880	373,880	0
8690	Other State Revenues	0	0	0
Total	State Income	1,627,168	1,065,956	561,212
	LOCAL INCOME			
8820	Contributions	0	0	-
8824	Foundation Contributions	1,146,321	600,800	494,318
8860	Interest	30,000	58,373	50,000
8890	Other Local Revenue	1,616	23,537	1,616
Total	Local Income	1,177,937	682,710	545,934
	INCOMING TRANSFERS			
8980	Interfund Transfers	247,960	417,145	222,960
Total	Incoming Transfers	247,960	40,000	222,960
TOTAL	INCOME	3,053,065	1,788,666	1,330,106
TOTAL	BEGINNING BALANCE AND INCOME	10,175,712	8,911,313	8,269,797

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
GENERAL OBLIGATION BOND BUILDING FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	1,610,993	1,399,180	351,092
	LOCAL INCOME			
88XX	Local Income	25,000	35,996	5,000
TOTAL	Local Income	25,000	35,996	5,000
	INCOMING TRANSFERS			
8940	Other Financing Sources	0	0	0
TOTAL	Incoming Transfers	0	0	0
TOTAL	BEGINNING BALANCE AND INCOME	1,635,993	1,435,176	356,092
	EXPENDITURES			
	BOOKS, SUPPLIES, & MATERIALS			
4000	Operational Supplies	152	0	0
TOTAL	Total Books, Supplies, & Materials	152	0	0
	OPERATING EXPENSES & SERVICES			
5000	Consultant & Architectural Svc	112,709	59,908	0
5100	District Business Expense	0	0	0
5200	Licenses and Permits	3,414	88,813	0
5300	Utilities	36	0	0
5500	Contracts, Repairs	21	10,650	0
5600	Legal Fees	15,181	3,703,162	0
5700	Other Services	0	0	0
TOTAL	Other Operating Expenses	131,361	3,862,534	0
	CAPITAL OUTLAY			
6000	Site Improvement	0	0	0
6100	Buildings	549,971	-2,784,384	241,223
6200	Equipment	30,604	5,934	297
6400	Construction Contingency	65,767	0	60,871
TOTAL	Capital Outlay	646,342	-2,778,450	302,391
	OTHER OUTGO			
7300	Interfund Transfers	0	0	0
TOTAL	EXPENDITURES	777,855	1,084,084	302,391
7900	Appropriation for Contingencies	858,138	0	53,701
TOTAL	EXPENDITURES AND CONTINGENCIES	1,635,993	1,084,084	356,092
	NET ENDING BALANCE	0	351,092	0
TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	1,635,993	1,435,176	356,092

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
DENTAL SELF INSURANCE FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	1,391,676	1,391,676	1,434,393
	LOCAL INCOME			
8830	Contribution from General Fund	750,000	811,057	775,000
8860	Interest	2,000	13,292	12,000
8980	Transfers In	0	0	0
TOTAL	INCOME	752,000	824,349	787,000
TOTAL	BEGINNING BALANCE AND INCOME	2,143,676	2,216,025	2,221,393
	EXPENDITURES			
5430	Self Insurance Claims	750,000	781,632	775,000
5890	Miscellaneous Fees	0	0	0
TOTAL	EXPENDITURES	750,000	781,632	775,000
7900	Appropriation for Contingencies	1,393,676	0	1,446,393
TOTAL	EXPENDITURES AND CONTINGENCIES	2,143,676	781,632	2,221,393
	NET ENDING BALANCE		1,434,393	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	2,143,676	2,216,025	2,221,393

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
HEALTH EXAMS FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	Reserve	389,616	389,616	362,587
	NET BEGINNING BALANCE JULY 1	389,616	389,616	362,587
	LOCAL INCOME			
8830	Contribution from General Fund	0	0	0
8860	Interest	1,600	3,892	500
8890	Other Local Income	0	0	0
TOTAL	INCOME	1,600	3,892	500
TOTAL	BEGINNING BALANCE AND INCOME	391,216	393,508	363,087
	EXPENDITURES			
	STAFF BENEFITS			
3000	Academic Benefits	8,000	0	0
3410	Classified Benefits	116,031	30,491	4,743
3420	Non-Academic Benefits	15,000	430	8,568
3430				
TOTAL	EXPENDITURES	139,031	30,921	13,311
	OTHER OUTGO			
7000	Interfund Transfer	0	0	330,000
7390				
TOTAL	OTHER OUTGO	0	0	330,000
7900	Appropriation for Contingencies	252,185	0	19,776
TOTAL	EXPENDITURES AND CONTINGENCIES	391,216	30,921	363,087
	NET ENDING BALANCE		362,587	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	391,216	393,508	363,087

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
PROPERTY AND LIABILITY SELF INSURANCE FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	NET BEGINNING BALANCE JULY 1	1,165,978	1,165,979	1,155,769
	LOCAL INCOME			
8830	Contribution from General Fund	0	0	0
8860	Interest	4,000	11,832	10,000
8890	Other Local Income	0	0	0
8910	Compensation for Loss of Fixed Assets	0	0	0
8980	Transfers-In	0	0	0
TOTAL	INCOME	4,000	11,832	10,000
TOTAL	BEGINNING BALANCE AND INCOME	1,169,978	1,177,811	1,165,769
	EXPENDITURES			
5410	District Insurance	0	0	0
5430	Self-Insurance Claims	0	1,632	0
5650	Contracted Repairs	0	0	0
5740	Settlements	0	0	0
5830	Personal Property Damages	263,000	0	10,000
6000	Capital Outlay	0	20,410	0
TOTAL	EXPENDITURES	263,000	22,042	10,000
7900	Appropriation for Contingencies	906,978	0	1,155,769
TOTAL	EXPENDITURES AND CONTINGENCIES	1,169,978	22,042	1,165,769
	NET ENDING BALANCE	0	1,155,769	0
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	1,169,978	1,177,811	1,165,769

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
POST-EMPLOYMENT BENEFITS FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	Trust Reserve for GASB 45	153,167	153,167	158,124
	NET BEGINNING BALANCE JULY 1	153,167	153,167	158,124
	LOCAL INCOME			
8830	Contribution from General Fund	0	0	0
8860	Interest	1,000	1,422	1,000
8890	Other Local Income	150,000	156,703	150,000
	INCOMING TRANSFERS			
8980	Interfund/Intrafund Transfers	0	0	0
TOTAL	INCOME	151,000	158,125	151,000
TOTAL	BEGINNING BALANCE AND INCOME	304,167	311,292	309,124
	EXPENDITURES			
	STAFF BENEFITS			
3000	Academic Benefits	0	0	0
3410	Classified Benefits	0	0	0
3420	Non-Academic Benefits	0	0	0
3430	Retired/Active Health and Welfare	304,167	153,168	151,000
3440				
TOTAL	EXPENDITURES	304,167	153,168	151,000
	OTHER OUTGO			
7000	Interfund/Intrafund Transfer	0	0	0
7390				
TOTAL	OTHER OUTGO	0	0	0
7900	Appropriation for Contingencies	0	0	158,124
TOTAL	EXPENDITURES AND CONTINGENCIES	304,167	153,168	309,124
	NET ENDING BALANCE		158,124	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	304,167	311,292	309,124

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
STUDENT FINANCIAL AID TRUST FUND**

Account Number	Description	2017-18 Revised Adopted	2017-18 Actual	2018-19 Tentative Budget
	ADJUSTED NET BEGINNING BALANCE JULY 1	21,600	21,600	21,600
	FEDERAL INCOME			
8150	Supplemental Ed. Opportunity Grants Prog.	196,804	196,804	259,503
8153	Pell Grant Program	10,144,871	10,144,871	10,117,718
8199	Other Federal Income	0	0	0
Total	Federal Income	10,341,675	10,341,675	10,377,221
	STATE INCOME			
8625	Other Categorical Programs	886,767	886,767	984,995
8659	Cal Grant	1,206,008	1,206,008	0
8699	Other State Revenues	10,228	10,228	0
Total	State Income	2,103,003	2,103,003	984,995
	LOCAL INCOME			
8890	Other	0	0	0
8980	Interfund Transfers	373,226	373,226	0
Total	Local Income	373,226	373,226	0
TOTAL	INCOME	12,817,904	12,817,904	11,362,216
TOTAL	BEGINNING BALANCE AND INCOME	12,839,504	12,839,504	11,383,816
	EXPENDITURES			
5000	Operating Expenses & Services	0	0	0
	OTHER OUTGO			
7000	Interfund Transfers	0	0	0
7390	Pell Grant Program	10,117,718	10,117,718	10,117,718
7510	Pell/SEOG Overpayments	0	0	0
7512	Supplemental Ed. Opportunity Grants Prog.	196,804	196,804	259,503
7520	FT Student Success Grant	886,767	886,767	422,848
7525	Scholarships from Other Institutions	0	0	0
7530	Extended Opportunity Prog. & Serv. Grants	114,648	114,648	0
7541	EOPS Loans	0	0	0
7542	CARE Grants	237,950	237,950	0
7542	CAFYES Grants	0	0	0
7550	Cal Grant B	1,185,355	1,185,355	554,006
7551	Cal Grant C	20,653	20,653	0
7591	Pell Grant Prior Year	27,153	27,153	0
7592	SEOG Prior Year	0	0	0
7593	Cal Grant Prior Year	10,228	10,228	8,141
7595	EOPS Prior Year	0	0	0
7596	ACG Prior Year	0	0	0
7611	Misc Payments to Students	20,628	20,628	0
7900	EOP&S Loan Contingency	0	0	0
7950	Restricted Reserve	21,600	0	21,600
TOTAL	OTHER OUTGO	12,839,504	12,817,904	11,383,816
TOTAL	EXPENDITURES AND OTHER OUTGO	12,839,504	12,817,904	11,383,816
	General Reserve (Net Ending Balance)		21,600	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	12,839,504	12,839,504	11,383,816

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
SCHOLARSHIP AND LOAN TRUST FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	ADJUSTED NET BEGINNING BALANCE JULY 1	8,708	8,708	8,708
	INCOME			
8820	Donations	1,000	0	1,000
8860	Interest	0	0	0
8980	Interfund Transfer	0	0	0
TOTAL	INCOME	1,000	0	1,000
TOTAL	BEGINNING BALANCE AND INCOME	9,708	8,708	9,708
	EXPENDITURES			
4000	Supplies & Other	0	0	0
5000	Operating Expenses & Services	0	0	0
TOTAL	EXPENDITURES	0	0	0
	OTHER OUTGO			
7000	Student Financial Aid	1,000	0	1,000
TOTAL	OTHER OUTGO	1,000	0	1,000
7900	Appropriation for Contingency	8,708	0	8,708
TOTAL	EXPENDITURES AND OTHER OUTGO	9,708	0	9,708
	NET ENDING BALANCE		8,708	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	9,708	8,708	9,708

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
ASSOCIATED STUDENTS TRUST FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	Unrestricted (ASB)	51,477	54,523	42,320
	Restricted	15,857	15,857	19,784
	ADJUSTED NET BEGINNING BALANCE JULY 1	67,334	70,380	62,104
	INCOME			
	A.S.B.	1,700	2,339	1,400
	Athletics	27,355	41,841	27,975
	Transfer from District	157,487	157,487	157,047
	Interest	5	35	40
	Miscellaneous Income	0	15,728	0
TOTAL	INCOME - ALL SOURCES	186,547	217,430	186,462
TOTAL	BEGINNING BALANCE AND INCOME	253,881	287,810	248,566
	EXPENDITURES			
	ASSOCIATED STUDENTS	49,100	59,502	46,700
	ATHLETICS	138,153	163,954	135,022
	OTHER CO-CURRICULAR	0	0	0
	CLUBS & SCHOLARSHIPS	2,250	2,250	1,500
TOTAL	EXPENDITURES	189,503	225,706	183,222
	Appropriation for Contingencies	54,082	0	41,920
TOTAL	EXPENDITURES & CONTINGENCIES	243,585	225,706	225,142
	Reserve for ASB	3,000	3,000	7,700
	Reserve for Scholarships	6,850	6,850	5,350
	Reserve for Athletics	446	9,934	10,374
	Net Ending Balance		42,320	
GRAND TOTAL	EXPENDITURES AND ENDING BALANCE	253,881	287,810	248,566

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
STUDENT REPRESENTATION FEE TRUST FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	ADJUSTED NET BEGINNING BALANCE JULY 1	20,361	20,362	22,994
	INCOME			
8860	Interest	10	10	10
8884	Student Representation Fee	18,000	18,000	18,000
8890	Other Local Revenue	0	0	0
8890	Interfund Transfer	0	0	0
Total	INCOME	18,010	18,010	18,010
TOTAL	BEGINNING BALANCE AND INCOME	38,371	38,372	41,004
	EXPENDITURES			
4000	Supplies & Other	500	0	0
5000	Operating Expenses & Services	14,000	15,378	15,900
6000	Equipment	0	0	
TOTAL	EXPENDITURES	14,500	15,378	15,900
7000	OTHER OUTGO			
7300	Interfund Transfers	0	0	0
TOTAL	OTHER OUTGO	0	0	0
7900	Appropriation for Contingency	23,871	0	25,104
TOTAL	EXPENDITURES AND OTHER OUTGO	38,371	15,378	41,004
	NET ENDING BALANCE		22,994	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	38,371	38,372	41,004

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
STUDENT BODY CENTER FEE TRUST FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	ADJUSTED NET BEGINNING BALANCE JULY 1	136,760	136,760	160,381
	INCOME			
8860	Interest	600	1,556	1,500
8883	Student Fees	18,000	27,000	27,000
8980	Interfund Transfer	0	0	
TOTAL	INCOME	18,600	28,556	28,500
TOTAL	BEGINNING BALANCE AND INCOME	155,360	165,316	188,881
	EXPENDITURES			
4000	Supplies & Other	0	0	
5000	Operating Expenses & Services	0	0	0
6000	Equipment	18,000	4,935	27,000
TOTAL	EXPENDITURES	0	4,935	27,000
7000	OTHER OUTGO			
7300	Interfund Transfers	0	0	0
TOTAL	OTHER OUTGO	0	0	0
7900	Appropriation for Contingency	155,360	0	161,881
TOTAL	EXPENDITURES AND OTHER OUTGO	155,360	4,935	188,881
	NET ENDING BALANCE		160,381	
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	155,360	165,316	188,881

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
DISTRICT TRUST FUND**

Account Number	Description	2016-17 Actual Income & Expenditures	2017-18 Est. Income & Expenditures	2018-19 Est. Income & Expenditures
	ADJUSTED NET BEGINNING BALANCE JULY 1	842,969	912,368	983,179
	INCOME			
8820	Donations	55,039	23,745	12,571
8840	Sales	166,404	161,053	151,972
8850	Leases and Rentals	4,500	4,500	4,500
8860	Interest	415	350	463
88XX	Miscellaneous Income	28,829	14,925	10,360
8980	Interfund Transfers	188,434	3,300	3,240
TOTAL	INCOME	443,621	207,873	183,106
TOTAL	BEGINNING BALANCE AND INCOME	1,286,590	1,120,241	1,166,285
	EXPENDITURES			
1000	Certificated Salaries	7,957	1,342	1,400
2000	Classified Salaries	4,874	1,347	1,600
3000	Benefits	528	0	0
4000	Supplies & Materials	84,125	67,905	67,087
5000	Other Operating Exp & Svcs	64,314	46,735	49,044
6000	Capital Outlay	0	1,293	1,275
TOTAL	EXPENDITURES	161,798	118,622	120,406
7000	OTHER OUTGO			
7300	Interfund Transfers	194,739	3,240	55,000
7600	Other Payments to/for Students	17,685	15,200	7,700
TOTAL	OTHER OUTGO	212,424	18,440	62,700
TOTAL	EXPENDITURES AND OTHER OUTGO	374,222	137,062	183,106
	NET ENDING BALANCE	912,368	983,179	983,179
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	1,286,590	1,120,241	1,166,285

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
STUDENT CLUBS AGENCY FUND**

Account Number	Description	2016-17 Actual Income & Expenditures	2017-18 Est. Income & Expenditures	2018-19 Est. Income & Expenditures
	ADJUSTED NET BEGINNING BALANCE JULY 1	53,664	66,043	65,339
	INCOME			
8820	Donations	22,530	14,030	11,723
8840	Sales	35,169	23,902	22,065
8860	Interest	28	29	0
88XX	Miscellaneous Income	8,177	6,510	5,940
8980	Interfund Transfers	3,500	3,575	2,300
TOTAL	INCOME	69,404	48,046	42,028
TOTAL	BEGINNING BALANCE AND INCOME	123,068	114,089	107,367
	EXPENDITURES			
4000	Supplies & Materials	26,189	18,006	19,756
5000	Other Operating Exp & Svc	23,886	17,595	10,687
6000	Capital Outlay	0	354	350
TOTAL	EXPENDITURES	50,075	35,955	30,793
7000	OTHER OUTGO			
7300	Interfund Transfers	6,950	175	0
7500	Student Assistance	0	12,620	11,235
TOTAL	OTHER OUTGO	6,950	12,795	11,235
TOTAL	EXPENDITURES AND OTHER OUTGO	57,025	48,750	42,028
	NET ENDING BALANCE	66,043	65,339	65,339
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	123,068	114,089	107,367

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
FOUNDATION AGENCY FUND**

Account Number	Description	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
	FUND EQUITY	24,281,228	24,281,228	24,840,825
	Accumulated Fair Market Value inc/(dec)			
	ADJUSTED NET BEGINNING BALANCE JULY 1	24,281,228	24,281,228	24,840,825
	INCOME			
	Contributions	1,150,000	1,150,000	1,150,000
	District Grant Contributions	58,250	58,250	58,250
	Interest and Dividends	500,000	500,000	500,000
	Gain/Loss on Sale of investments	100,000	100,000	100,000
	Change in Asset Portfolio	750,000	750,000	750,000
	Royal/Other/Bad Debt Recovery	2,000	2,000	2,000
	Transfers in	500,000	500,000	500,000
TOTAL	INCOME	3,060,250	3,060,250	3,060,250
TOTAL	BEGINNING BALANCE AND INCOME	27,341,478	27,341,478	27,901,075
	EXPENDITURES			
	Salaries	260,570	260,570	260,570
	Employee Benefits	46,333	46,333	46,333
	Supplies and Materials	65,000	65,000	65,000
	Contracted Services	10,500	10,500	10,500
	Conference Expense	20,000	20,000	20,000
	Dues and Memberships	4,000	4,000	4,000
	Licenses, Permits, Filing Fees	0	0	0
	Telephone	750	750	750
	Technology	3,000	3,000	3,000
	Maintenance Agreements	9,000	9,000	9,000
	Equipment Leases and Agreements	1,500	1,500	1,500
	Postage/Advertising	5,000	5,000	5,000
	Community Support	50,000	50,000	50,000
	Brokerage Fees	145,500	145,500	145,500
	Miscellaneous	500	500	500
	Scholarships/Student Assistance	555,000	555,000	555,000
	District/College Support	750,000	750,000	750,000
	PCPA Support	74,000	74,000	74,000
	Transfers Out/Other Outgo	500,000	500,000	500,000
TOTAL	EXPENDITURES	2,500,653	2,500,653	2,500,653
	Appropriation for Contingency	24,840,825	0	25,400,422
TOTAL	EXPENDITURES AND CONTINGENCY	27,341,478	2,500,653	27,901,075
	NET ENDING BALANCE	0	24,840,825	0
GRAND TOTAL	EXPENDITURES, CONTINGENCY AND ENDING BALANCE	27,341,478	27,341,478	27,901,075

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2018-2019 TENTATIVE
AHC VITICULTURE AND ENOLOGY FOUNDATION AGENCY FUND**

Account Number	2017-18 Adopted Budget	2017-18 Actual	2018-19 Tentative Budget
NET BEGINNING BALANCE JULY 1	131,051	131,051	134,191
REVENUE			
Contributed Gifts/Grants/Endw	35,000	31	0
Non-Cash Contributions	0	7,639	7,500
Other Local Revenues	0	0	0
NET REVENUE	35,000	7,670	0
WINE OPERATIONS			
Sales & Commissions	25,000	25,559	30,000
Less: Returns & Allowances	0	-200	0
Less: Sales Discounts	-6,750	-4,197	-3,500
NET SALES	23,544	21,162	26,500
Less: Cost of Goods Sold	-11,890	-7,233	-12,000
GROSS PROFIT	11,654	13,929	14,500
TOTAL REVENUE	46,654	21,599	14,500
TOTAL BEGINNING BALANCE AND REVENUE	177,705	152,650	148,691
EXPENDITURES			
Classified Salaries	15,000	0	0
Technology Supplies	0	0	0
Office/Operational Supplies	8,000	8,973	9,150
In-Kind Supply Contribution	12,000	7,639	9,500
Inventory Allocation Expense	-40,500	-25,199	-37,425
Printing	2,700	5,656	5,800
Food Supplies	1,000	462	500
Indep Contractor (Individuals)	500	1,600	2,800
Service Contracts (Businesses)	20,000	10,982	14,625
Off-Site-Conference/Bus Exp	1,000	105	0
Non-Tech Licenses,Permits,Fees	1,200	1,693	1,700
Insurance	100	100	100
Technology Services	200	201	210
Facility Leases	100	100	100
Land Lease	400	400	400
Technology Hosting Services	0	410	410
In Kind-Legal Fees	150	0	0
Misc Operating Expenses	0	534	550
Postage/Express Services	0	186	250
Advertising	2,000	0	400
Merchant Fees	0	331	275
Cash Over and Short	0	7	20
Equipment	5,000	1,779	2,000
Scholarships	2,500	2,500	2,500
TOTAL EXPENDITURES	31,350	18,459	13,865
Appropriation for Contingency	146,355		134,826
NET ENDING BALANCE	0	134,191	0
TOTAL EXPENDITURES AND NET ENDING BALANCE	177,705	152,650	148,691

ACTION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Resolution 18-26, Authorizing Public Leasing or Sale of South Campus Property.	Item Number: 14.C.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 6

BACKGROUND

The district owns several acres of real property designated as “South Campus.” One of the potential district uses described in the 2014-2024 Facilities Master Plan for the South Campus property is to “pursue opportunities to lease, sell or exchange land and acquire land better suited for district use or to generate revenue for AHJCCD.” The property is comprised of two parcels. Buildings Q and P sit on APN 128-066-030, a 4.64 acre parcel. These structures are currently used by facilities and operations for offices, vehicle repair, maintenance shops, and storage. The buildings are not DSA approved and cannot be used as classrooms. The other parcel, APN 128-066-031, is 5.16 acres and is a vacant paved lot. The district has received inquiries from parties interested in either leasing or developing one or both parcels of the South Campus property.

Education Code §81365 provides that before leasing or selling real property owned by the district the board of trustees, in a regular open meeting, by a two-thirds vote of all its members, must adopt a resolution declaring the property to be surplus. Surplus property is that which is not needed for classroom purposes for a five-year period following the lease or sale.

FISCAL IMPACT

The fiscal impact is not known at this time.

RECOMMENDATION

Staff recommends that the board of trustees adopt Resolution 18-26, Authorizing Public Leasing or Sale of South Campus Property enabling the district to take advantage of potential revenue opportunities that may be generated by the lease or sale of South Campus as described in the 2014-2024 Facilities Master Plan.

Administrator Initiating Item: Michael R. Black	Final Disposition:
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**RESOLUTION OF THE GOVERNING BOARD
OF THE
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
AUTHORIZING PUBLIC LEASING OR SALE OF PROPERTY
AT THE SOUTH CAMPUS SITE**

RESOLUTION NO. 18-26

WHEREAS, the Allan Hancock Joint Community College District (“District”) owns several acres of real property designated as “South Campus” (“the South Campus Property” or “Property”). One of the potential District uses described in the 2014-2024 Facilities Master Plan for the South Campus property is to “pursue opportunities to lease, sell or exchange land and acquire land better suited for district use or to generate revenue for AHJCCD”.

WHEREAS, the South Campus property is comprised of two parcels which total approximately 9.8 acres. Buildings Q and P are located on one 4.64 acre parcel. These structures are currently used by Facilities and Operations for offices, vehicle repair, maintenance shops, and storage. Buildings Q and P were not constructed for use as classrooms and the structures have not been approved for use as classrooms by the Division of the State Architect. The second parcel is 5.16 acres and is a vacant paved lot.

WHEREAS, the District has received multiple inquiries from parties interested in either leasing or developing one or both parcels of the South Campus property, which are more particularly described in the Property description attached hereto as Exhibit “A;”

WHEREAS, under Education Code sections 81360 et. seq. the District may lease real property belonging to the District which is not or will not be needed by the District for school classroom buildings at the time of delivery of title or possession;

WHEREAS, the District has determined that the South Campus Property is not and will not be needed by the District for school classroom buildings;

WHEREAS, in keeping with the District’s 2014-2014 Facilities Master Plan, the District wishes to pursue opportunities to lease or sell the South Campus Property to generate revenue for AHJCCD”;

WHEREAS, the District desires to offer the Property for sale or lease pursuant to a competitive selection process that will solicit proposals to sell or lease the South Campus property to generate revenue for AHJCCD”;

WHEREAS, interested bidders for the sale or lease of the Property shall submit bids for purchase or lease of the South Campus Property on a form supplied by the District; and

WHEREAS, Education Code section 81372 authorizes the District’s Governing Board by majority vote to delegate to an officer or employee of the district the authority to perform the duties of opening and accepting bids at a public meeting under Education Code section 81370 and calling for and accepting of oral bids under Education Code section 81371.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Allan Hancock Joint Community College District, as follows:

1. That the above recitals are true.
2. That the Board finds that the Property is not needed for school classroom purposes and is considered to be surplus property.
3. That the Board desires to make the Property available for sale or lease to generate revenue for the District.
4. That proposal forms for the competitive selection process regarding the sale or lease of the Property may be obtained from Business Services Office of the Allan Hancock Joint Community College District, 800 S College Drive, Santa Maria, California, 93454 at a date not less than three weeks from after the date of this resolution.
5. The proposal forms for the sale or lease of the Property shall specify the following information:

5a) The minimum sale price for the Property:

APN 128-066-030 4.64 acre parcel with structures	\$3,178,000
APN 128-066-031 5.16 acre parcel	\$2,922,000

5b) The minimum lease price for the Property:

APN 128-066-030 4.64 acre parcel	\$15,150 per month
APN 128-066-031 5.16 acre Parcel	\$15,735 per month

5c) The bid security amount: \$ 1,500.00

Although the bidder may propose changes to the Lease Agreement or Purchase Agreement provided in connection with the competitive selection process, unless otherwise agreed to by the District, the bidder shall agree that the existing terms and conditions of the Lease Agreement or Purchase Agreement will be binding upon the successful bidder. Any proposed changes to the Lease Agreement or Purchase Agreement must be submitted with the bid proposal. Any proposed material changes to the existing terms and conditions of the Lease Agreement or Purchase Agreement shall render such bid a counteroffer, which counteroffer may not be accepted by the District should any written or oral offer be made at or greater than the terms and conditions set forth in the Lease Agreement or Purchase Agreement and the minimum terms set forth herein.

6. The bids shall be sealed and filed with the Business Services Office of the Allan Hancock Joint Community College District, 800 S College Drive, Santa Maria, California, 93454 at a date to be determined which shall not be less than three weeks after the date of this Resolution.
7. The Board hereby delegates authority to the District's Vice President of Finance and Administration to open bids and hold oral bidding as required by Education Code sections 81370 and 81371.
8. Each bidder shall submit with its bid proposal a certified or cashier's check made payable to the Allan Hancock Joint Community College District in the amount specified as bid security.

The deposit of the successful bidder will be retained by the District and applied towards the lease deposit for the Property pursuant to the Lease Agreement, or the purchase deposit for the Property pursuant to the Purchase and Sale Agreement. After execution of the Lease Agreement by a successful bidder, or within thirty (30) days, whichever comes first, all other deposits will be returned. If the successful bidder fails to execute the Lease Agreement or Purchase Agreement and provide all necessary documents within five (5) days of the notice of award by the District (or such later date that the District in its sole discretion may determine), the District may retain the bid security and the bidder shall forfeit said bid security.

9. That the lease or sale of the Property shall include the following terms and conditions:
 - 9a) The minimum lease amount for the Property for the initial term, if a lease.
 - 9b) The initial term of the lease and whether there is the potential to renew, and if so, for what period.
 - 9c) A refundable security deposit of a minimum amount which deposit shall be due immediately and not refundable upon execution of the Lease Agreement or Purchase Agreement.
 - 9d) If the proposal is for purchase of the property, the minimum purchase amount for the South Campus property.
 - 9e) The Property is leased or purchased in an "As-Is" condition.
 - 9f) The Property is leased to the Tenant for the specific purpose in the proposal and for no other purpose.
 - 9g) The Tenant shall pay for all improvements to the Property and for all operating expenses, taxes, utilities.
 - 9h) The Tenant shall be responsible for ensuring that the site is compatible with all applicable zoning and building code requirements of the local jurisdiction and obtain all applicable permits for the approved use, if any permits are required.
 - 9i) That the District will *not* pay a real estate commission for the lease or sale of the Property.
 - 9j) That sealed Bids shall be opened, examined and declared at the place and time indicated in the Invitation for Bids. Final acceptance shall not be made, however, until the oral bid is reduced to writing and signed by the offeror and bid security, as described herein, in the form of a certified or cashier's check payable to the District has been submitted.
 - 9k) Final acceptance of the highest bid, either written or oral, will be made at a Board meeting within ten (10) days of the selection of the successful bid. The Board may select the highest bid of any of the bids, if it deems such action to be in the best public interest, or it may reject any and all bids. The District reserves the right to make non-substantive changes to the Lease Agreement or Purchase Agreement. The highest successful bidder shall be required to execute the Lease Agreement or Purchase Agreement as a requirement for final acceptance by the Board.

- 9l) The Superintendent or the Superintendent's designee is hereby authorized and directed to do any and all things and to prepare any and all documents which, in consultation with legal counsel and District staff, they may deem necessary or advisable in order to effectuate the purpose and intent of this Resolution.

ADOPTED, SIGNED AND APPROVED this ____ day of _____ 2018.

President of the Governing Board of the
Allan Hancock Joint Community College District

I, _____, Clerk of the Governing Board of the Allan Hancock Joint Community College District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the _____ day of _____, 2018, and it was so adopted by the following vote:

AYES:

NOES:

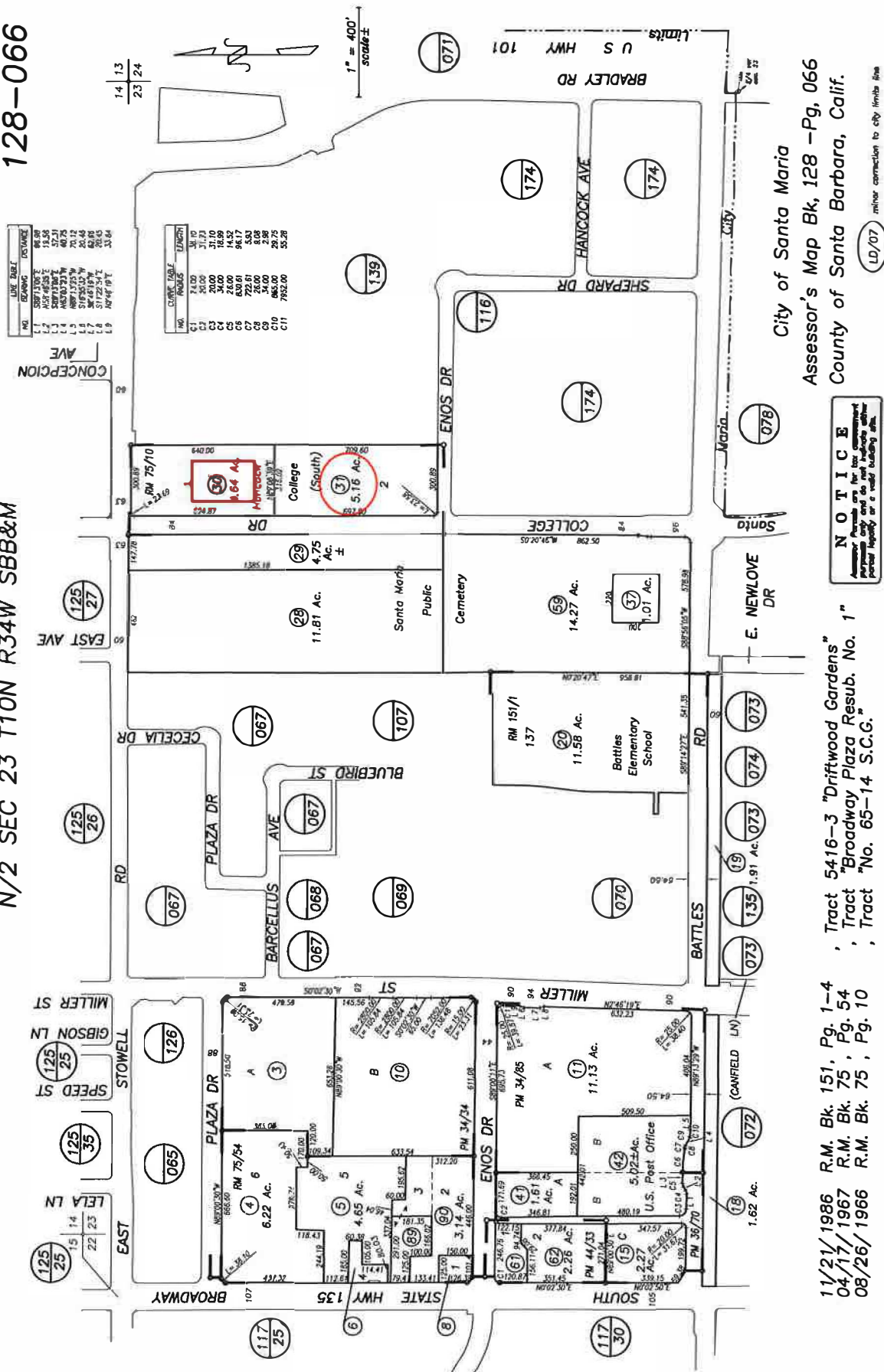
ABSTAIN:

ABSENT:

Clerk of the Governing Board of the
Allan Hancock Joint Community College District

N/2 SEC 23 T10N R34W SBB&M

128-066



11/21/1986 R.M. Bk. 151, Pg. 1-4
04/17/1967 R.M. Bk. 75, Pg. 54
08/26/1966 R.M. Bk. 75, Pg. 10

Tract 5416-3 "Driftwood Gardens"
Tract "Broadway Plaza Resub. No. 1"
Tract "No. 65-14 S.C.G."

Assessor's Map Bk, 128 -Pg, 066
County of Santa Barbara, Calif.

NOTICE
Summer Periods are for tax assessment purposes only and do not include other material benefits and services.

LD/07

ACTION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Resolution 18-27, Establishing Capitalization Threshold for the Implementation of GASB 34	Item Number: 14.D.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2

BACKGROUND

In June 1999, the Governmental Accounting Standards Board (GASB) issued GASB Statement 34 Basic Statements' and Management's Discussion and Analysis for State and Local Governments. Allan Hancock College adopted GASB Statement 34 effective June 30, 2003. Under GASB 34, the board of trustees is required to adopt a capitalization threshold for its capital assets (formerly called fixed assets). At that time the board of trustees adopted a capitalization threshold of \$5,000 for capital assets and \$1,000 for equipment.

The fiscal policy division of the Chancellor's Office of the California Community Colleges recommends a capitalization threshold for capital assets of \$5,000 per item for capital assets and recommends that equipment having a value in excess of \$5,000 be placed in inventory for property control purposes as per the fiscal policy division of the Chancellor's Office California Community Colleges Budget and Accounting Manual.

The attached resolution revises the capitalization threshold for equipment to \$5,000.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the board of trustees adopt Resolution 18-27, Establishing Capitalization Threshold for the Implementation of GASB 34 with a revised threshold of \$5,000 for capital assets as required by GASB Statement 34 and place into inventory equipment in excess of \$5,000.

Administrator Initiating Item: Michael R. Black	Final Disposition:
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RESOLUTION 18-27

A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
ESTABLISHING CAPITALIZATION THRESHOLD FOR THE IMPLEMENTATION OF GASB 34

WHEREAS, generally accepted accounting principles (GAAP) call for governmental agencies to establish a capitalization threshold that should encompass all material assets of the entity for the reporting of assets on financial statements; and,

WHEREAS, the California Community Colleges Budget and Accounting Manual (BAM) recommends a capitalization threshold of at least \$5,000 for district property and equipment; and,

WHEREAS, the provisions in BAM, provide for items costing more than \$5,000 to be identified and placed in inventory, recording the original cost, the date of acquisition, a description, and the location of the item; and,

WHEREAS, the regulations in the Federal Office of Management and Budget (OMB) A-87 19(a) (2) state that equipment means article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals the lesser of (a) the capitalization level established by the governmental unit for financial statement purposes, or (b) \$5,000; and,

WHEREAS, the district shall maintain a historical inventory, audit trace inventory system, or any other acceptable inventory system that contains the description, name, identification numbers, original cost, date of acquisition, location, and time and mode of disposal for all items of equipment that cost or had a market value at time of acquisition in excess of five thousand dollars (\$5,000) or the district adopted capitalization threshold. The district retains authority to inventory assets at a lower level if there is local need to do so, but the \$5,000 level is the uniform system level for capitalization and depreciation (Accounting Advisory No. 2001-01);

NOW, THEREFORE, BE IT RESOLVED that the Allan Hancock College Board of Trustees does hereby adopt a capitalization threshold for financial reporting purposes that will provide for the recognition of capital assets with an acquisition cost of \$5,000 per item and for equipment costing in excess of \$5,000 to be placed in inventory for property control purposes as per BAM.

PASSED and ADOPTED this 12th day of June 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Board of Trustees

ACTION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Resolution 18-28 Ordering an Election and Establishing Specifications of the Election Order	Item Number: 14.E.
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 13

BACKGROUND

State law requires the board of trustees to order community college district bond elections. The county registrar of voters will conduct the election on behalf of the district, including publishing all required notices. This resolution meets the statutory requirements for describing the projects to be funded with the proceeds of the bonds, which are included as Exhibit B to the resolution. A 75-word summary of the measure, as it will appear on the ballot, is also included in the resolution as Exhibit A. The resolution also provides that if the 2018 measure passes, the remaining bond authorization under Measure I will be cancelled.

This election will be called under constitutional and statutory provisions that require fifty-five percent (55%) voter approval, and certain accountability requirements, including annual independent financial and performance audits of how funds are spent, and the formation of a Citizens' Bond Oversight Committee. Following adoption, the resolution (including the signed tax rate statement) must be delivered to the registrar of voters and the board of supervisors. State law requires that 2/3rd of a college board support the resolution calling an election requiring 55 percent voter approval. At least four (4) board members must vote "Yes" in order to call the election.

In 2006 the voters of the Allan Hancock Joint Community College District passed Measure I to update and improve the facilities of the college. Measure I resulted in a transformation of the college, improving training facilities for public safety, career education, the sciences along with a consolidation of student services to better support student success.

The Measure I oversight committee has been an active steward of the community's investment, ensuring that funds were properly spent. Throughout the expenditure process, the Measure I program received no findings from external auditors. Over the past five years, staff have worked to refinance existing bonds, saving taxpayers more than \$12 million.

(Continued)

FISCAL IMPACT:

Staff estimate that the taxable level at full issuance of the \$75 million will be \$11.00 per \$100,000. Cost to the district general fund for placing the measure on the November ballot are estimated at \$25,000 and has been included in the 2018-2019 budget.

RECOMMENDATION:

Staff recommends that the board of trustees adopt Resolution 18-28, Ordering an Election and Establishing Specifications of the Election Order as submitted.

Administrator Initiating Item: Kevin Walthers	Final Disposition:
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More than a decade later, there are still projects to complete that will support the training of our students. Staff propose that the board adopt a resolution to place on the ballot a measure to authorize an additional \$75 million in bonds. The funds would go to replace buildings that have outlived their useful life and support programs in career technical education, fine and performing arts, physical education and campus technology.

Based on the college's facilities master plan, staff have identified projects that could be funding through a new bond measure, including:

- Fine Arts Complex (art, performance, graphic design, computer animation, film and photography);
- Physical Education and Athletics (kinesiology, athletic training, health and wellness);
- Upgrades to the Public Safety Training Facility (law enforcement, fire science, EMT, and environmental technology);
- Support for technical theater program in Solvang (lighting design, sound design and event production); and,
- Continued investment in campus technology (classroom equipment, connectivity, faculty and staff computing and enterprise systems).

The resolution cancels \$34 million in authorized bonds from Measure I, bringing the net total of the new bond measure to \$41 million

RESOLUTION NO. 18-28

RESOLUTION OF THE BOARD OF TRUSTEES OF ALLAN
HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
ORDERING AN ELECTION, AND ESTABLISHING
SPECIFICATIONS OF THE ELECTION ORDER

WHEREAS, the Board of Trustees (the “Board”) of the Allan Hancock Joint Community College District (the “District”) has determined that certain educational facilities need to be constructed, renovated, acquired and equipped, in a fiscally prudent manner, to enable the District to maintain Allan Hancock College and its several campuses in Santa Maria, Lompoc and Solvang as valuable community resources that provide an affordable education to local students and veterans who desire to learn job skills and transfer to four-year universities; and

WHEREAS, since the costs of attending California’s public universities has become so expensive, more local students are relying on community colleges, such as Allan Hancock College, and the high quality, affordable college options they provide; and

WHEREAS, in today’s competitive job environment, Allan Hancock College must continue providing important job training and education for local residents entering the workforce for new professions and increased opportunities for local students to earn college credits, certifications and job skills at a reasonable price; and

WHEREAS, the State is not providing the District with enough money for the District to adequately maintain Allan Hancock College educational facilities and academic programs; and

WHEREAS, the Board has received information regarding the feasibility of a local bond measure and the District’s bonding capacity; and

WHEREAS, a local measure will provide funds that cannot be taken away by the State to support local college transfer and job training; and

WHEREAS, a local measure will permit the District to ensure a healthy work and study environment by improving campus safety, replacing 50-year old buildings, and repairing aging mechanical systems; and

WHEREAS, a local measure will allow Allan Hancock College to update education facilities and technology to prepare students for 21st century jobs; and

WHEREAS, a local measure will help Allan Hancock College provide career technical (vocational) education in fields such as public safety, police and emergency response services and firefighting; and

WHEREAS, a local measure will help the District improve services for veterans, returning to civilian life with financial aid, registration, and access to affordable education and career training; and

WHEREAS, a local measure will permit the District to ensure the safety of faculty, staff and students by replacing aging buildings and facilities; and

WHEREAS, such a local measure will include mandatory taxpayer protections, including an independent citizens' oversight of all funds and mandatory annual financial audits to ensure funds are spent only as authorized; and

WHEREAS, the Board and District has solicited stakeholder and community input on priorities from students, faculty, staff, business and civic leaders, and the community; and

WHEREAS, in the judgment of the Board, it is advisable to provide additional funding for job training and workforce preparation for students of all ages, veterans and local residents and to improve facilities for course opportunities in public safety, hospitality, computer graphics, animation and technology, and other technical vocational careers, by means of a general obligation bond issued in a financially prudent manner; and

WHEREAS, on November 7, 2000, the voters of California approved the Smaller Classes, Safer Schools and Financial Accountability Act ("Proposition 39") which reduced the voter threshold for *ad valorem* tax levies used to pay for debt service or bonded indebtedness to 55% of the votes cast on a community college district general obligation bond; and

WHEREAS, concurrent with the passage of Proposition 39, Chapter 1.5, Part 10, Division 1, Title 1 (commencing with Section 15264) of the Education Code (the "Act") became operative and established requirements associated with the implementation of Proposition 39; and

WHEREAS, the Board desires to make certain findings herein to be applicable to this election order and to establish certain performance audits, standards of financial accountability and citizen oversight which are contained in Proposition 39 and the Act; and

WHEREAS, on June 6, 2006, the District's voters approved Measure I, a \$180 million bond measure ("Measure I") under the provisions of Proposition 39; and

WHEREAS, the District has issued \$145,769,132.50 of bonds under Measure I and has determined that it cannot access the remaining \$34,230,867.50 of authorization on terms that are acceptable to the District and advantageous to the taxpayers of the District; and

WHEREAS, the Board desires to authorize the submission of a proposition to the District's voters at an election to replace the issuance of all remaining Measure I bonds to pay for certain necessary improvements and enhancements to District educational facilities; and

WHEREAS, the Board determines that, in accordance with Opinion No. 04-110 of the Attorney General of the State of California, the restrictions in Proposition 39, which prohibit any bond money to be used for administrator salaries and other operating expenses of the District shall be strictly monitored by the District's Citizens' Oversight Committee; and

WHEREAS, pursuant to Education Code Section 15270, based upon a projection of assessed property valuation, the Board has determined that, if approved by voters, the tax rate levied to meet the debt service requirements of the bonds proposed to be issued will not exceed the Proposition 39 limits per year per \$100,000 of assessed valuation of taxable property; and

WHEREAS, Elections Code Section 9400 *et seq.* of the Elections Code (the "Elections Code") requires that a tax rate statement be contained in all official materials, including any ballot pamphlet prepared, sponsored or distributed by the District, relating to the election; and

WHEREAS, the Board now desires to authorize the filing of a tax rate statement and ballot argument in favor of the proposition to be submitted to the voters at the election; and

WHEREAS, pursuant to the Elections Code, it is appropriate for the Board to request consolidation of the election with any and all other elections to be held on November 6, 2018, and to request each of the Santa Barbara County Registrar of Voters, the San Luis Obispo County Registrar of Voters and the Ventura County Registrar of Voters to perform certain election services for the District; and

WHEREAS, in the judgment of the Board, it is advisable to request the Santa Barbara County Registrar of Voters, the San Luis Obispo County Registrar of Voters and the Ventura County Registrar of Voters to call an election pursuant to Proposition 39 on the question of whether general obligation bonds shall be issued and sold on behalf of the District for purposes set forth below.

NOW THEREFORE, THE BOARD OF TRUSTEES OF ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the Board, pursuant to Education Code Sections 15100 *et seq.*, Sections 15264 *et seq.* and Government Code Section 53506, hereby requests each of the Santa Barbara County Registrar of Voters, the San Luis Obispo County Registrar of Voters and the Ventura County Registrar of Voters to call an election under the provisions of Proposition 39 and the Act and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount of \$75,000,000 (the “Bonds”) shall be issued and sold to raise money for the purposes described in Exhibits “A” and “B” hereto. Both exhibits are directed to be printed in the voter sample ballot pamphlet. The District’s Superintendent/President or designee is hereby authorized and directed to make any changes to the text of the measure, or to the abbreviated form of the measure, as may be convenient or necessary to comply with the intent of this Resolution, the requirements of election officials, and requirement of law. If the bonds are approved and once issued, the Board covenants that it will cancel and shall not authorize the issuance of any remaining Measure I bonds.

Section 2. That the date of the election shall be November 6, 2018.

Section 3. That the purpose of the election shall be for the voters in the District to vote on a proposition, a copy of which is attached hereto and marked Exhibit “A” and incorporated by reference herein, containing the question of whether the District shall issue the Bonds to pay for improvements to the extent permitted by such proposition. In compliance with Proposition 39 and the Act, the ballot proposition in Exhibit “A” is subject to the following requirements and determinations:

(a) the proceeds of the sale of the Bonds shall only be used for the purposes set forth in the ballot measure and not for any other purpose, including faculty and administrator salaries and other college operating expenses;

(b) the Board, in compliance with Proposition 39, and in establishing the projects set forth in Exhibit “B”, evaluated the safety, university transfer, enrollment trends, class size reduction, class availability, information technology and technical job training facilities of the District;

(c) the Board will cause to be conducted an annual, independent performance audit to ensure that the Bond moneys get expended for the projects identified in Exhibits “A” and “B” hereto;

(d) the Board will cause an annual, independent financial audit of the proceeds from the sale of Bonds to be conducted until all of the Bond proceeds have been expended and accounted for;

(e) the Board will cause the appointment of a Citizens' Oversight Committee in compliance with Education Code Section 15278 no later than 60 days after the Board enters the election results in its minutes pursuant to Education Code Section 15274. The Citizens' Oversight Committee shall initially consist of at least seven (7) members and at no time consist of less than seven (7) members, with the possible exception of brief periods to fill any unexpected vacancies. The Citizens' Oversight Committee may not include any employee or official of the District or any vendor, contractor or consultant of the District. The Citizens' Oversight Committee shall include all of the following: One (1) member who is active in a business organization representing the business community located within the District; One (1) member who is active in a senior citizens' organization; One (1) member who is active in a bona fide taxpayer association. In furtherance of its specifically enumerated purposes, the Citizens' Oversight Committee may engage in any of the following activities relating solely and exclusively to the expenditure of the Proposition 39 bond proceeds:

(i) Receive and review copies of the annual, independent financial and performance audits performed by independent consultant(s);

(ii) Inspect District facilities and grounds to ensure that Proposition 39 bond revenues are expended in compliance with applicable law;

(iii) Receive and review copies of all scheduled maintenance proposals or plans developed by the District;

(iv) Review efforts of the District to maximize Proposition 39 bond revenues by implementing cost-saving programs; and

(f) the tax levy authorized to secure the bonds of this election shall not exceed the Proposition 39 limits per \$100,000 of taxable property in the District when assessed valuation is projected by the District to increase in accordance with Article XIII A of the California Constitution.

Section 4. That the authority for ordering the election is contained in Education Code Sections 15100 *et seq.*, 15340 *et seq.* and 15264 *et seq.* and Government Code Section 53506.

Section 5. That the authority for the specifications of this election order is contained in Education Code Section 5322.

Section 6. That the Santa Barbara County Registrar of Voters, the Santa Barbara County Board of Supervisors, the San Luis Obispo County Registrar of Voters, the San Luis Obispo County Board of Supervisors, the Ventura County Board of Supervisors and the Ventura County Registrar of Voters are hereby requested to consolidate the election ordered hereby with any and all other elections to be held on November 6, 2018 within the District, and pursuant to Elections Code Section 10403, the District acknowledges that the consolidation election will be held and conducted in the manner described in Election Codes Section 10418.

Section 7. That this Resolution shall stand as the "order of election" to the Santa Barbara County Registrar of Voters, the San Luis Obispo County Registrar of Voters and the Ventura County Registrar of Voters to call an election within the boundaries of the District on November 6, 2018.

Section 8. That the Secretary of the Board is hereby directed to send a certified copy of this Resolution to each of the Santa Barbara County Registrar of Voters, the San Luis Obispo County Registrar of Voters and the Ventura County Registrar of Voters no later than July 5, 2018.

Section 9. That the bonds shall be issued pursuant to Education Code Section 15300 *et seq.* or issued pursuant to Government Code Section 53506. The maximum rate of interest on any bond shall not exceed the maximum rate allowed by Education Code Sections 15140 to 15143, as modified by Government Code Section 53531. The Board approves the filing of a Tax Rate Statement and primary and rebuttal arguments, as appropriate, and directs their publication in accordance with the requirements of the Elections Code.

Section 10. That the Board requests the governing body of any such other political subdivision, or any officer otherwise authorized by law, to partially or completely consolidate such election and to further provide that the canvass be made by any body or official authorized by law to canvass the returns of the election, and that the Board consents to such consolidation.

Section 11. Pursuant to Education Code Section 5303 and Elections Code Section 10002, the Santa Barbara County Board of Supervisors, the San Luis Obispo County Board of Supervisors and the Ventura County Board of Supervisors are requested to permit their respective Registrars of Voters to render all services specified by Elections Code Section 10418, for which services the District agrees to reimburse each of Santa Barbara County, San Luis Obispo County and Ventura County, such services to include the publication of a Formal Notice of School Bond Election and the mailing of the sample ballot and tax rate statement (described in Elections Code Section 9401) pursuant to the terms of Education Code Section 5363 and Elections Code Section 12112.

ADOPTED, SIGNED AND APPROVED this 12th day of June, 2018.

BOARD OF TRUSTEES OF THE ALLAN
HANCOCK JOINT COMMUNITY COLLEGE
DISTRICT

By _____
Board President

Attest:

Secretary

STATE OF CALIFORNIA)
)ss
SANTA BARBARA COUNTY)

I, Kevin Walthers, do hereby certify that the foregoing is a true and correct copy of Resolution No. 18-28 which was duly adopted by the Board of Trustees of the Allan Hancock Joint Community College District at meeting thereof held on the 12th day of June 2018, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By _____
Secretary

EXHIBIT A

“To upgrade educational facilities/provide 21st Century technology to affordably prepare local students for jobs/university transfer, update classrooms/labs for career training in public safety, design, computer graphics, theatrical arts; acquire, construct, repair classrooms, facilities, sites/ equipment, shall this Allan Hancock Joint Community College District measure to issue \$75,000,000 in bonds, at legal rates/replace bonds authorized in 2006, levy 1.1 cents/\$100 assessed value, \$2,900,000 annually while bonds are outstanding be approved, with oversight, audits, no administrators’ salaries?”

Bonds - Yes

Bonds – No

EXHIBIT B
FULL TEXT BALLOT PROPOSITION
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
BOND MEASURE ELECTION NOVEMBER 6, 2018

“To upgrade educational facilities/provide 21st Century technology to affordably prepare local students for jobs/university transfer, update classrooms/labs for career training in public safety, design, computer graphics, theatrical arts; acquire, construct, repair classrooms, facilities, sites/ equipment, shall this Allan Hancock Joint Community College District measure to issue \$75,000,000 in bonds, at legal rates/replace bonds authorized in 2006, levy 1.1 cents/\$100 assessed value, \$2,900,000 annually while bonds are outstanding be approved, with oversight, audits, no administrators’ salaries?”

Bonds - Yes

Bonds – No

PROJECTS

The Board of Trustees of the Allan Hancock Joint Community College District, to be responsive to the needs of its community, evaluated Allan Hancock College’s urgent and critical facility needs and its capacity to provide local students with support and **job training** facilities, an **affordable education** and prepare them for success in **college** and **careers**. **Job training** facilities, safety issues, class size and offerings, and information and computer **technology** were each considered in developing the scope of projects to be funded, as such are outlined in the District’s updated the 2014-2024 Facilities Master Plan dated July 22, 2014 and incorporated herein by reference in its entirety (the “Master Plan”), and available for review on the District’s website. In developing the scope of projects, **basic repairs**, job training facilities, **campus safety**, and the expansion of opportunities for local students to receive an **affordable, quality education**, were **prioritized**. If these facility needs are not addressed now, the District’s Colleges would be unable to remain competitive in preparing students for jobs in high demand industries and **university transfer**. The Board of Trustees determines that **Allan Hancock College MUST:**

- (i) **Maintain affordable education for local students and returning veterans;**
- (ii) **Provide 21st Century technology to meet job market needs;**
- (iii) **Upgrade or replace aging facilities that are more than 50-years old;**
- (iv) **Adhere to stringent FISCAL ACCOUNTABILITY safeguards including:**
 - (a) **All expenditures will be subject to annual independent financial audits,**
 - (b) **No funds will be used for administrators’ salaries and pensions,**
 - (c) **An independent citizens’ oversight committee will be appointed to ensure that all funds are spent only as authorized.**

The following types of projects are authorized to be undertaken at the Santa Maria, Lompoc and Solvang campuses of Allan Hancock College:

PROVIDE AN AFFORDABLE EDUCATION FOR LOCAL STUDENTS

Basic Upgrade Projects Needed To Make Allan Hancock College a Resource for Students Seeking a Career Change or Specialized Job Training

Goal and Purpose: Because the U.C. and Cal State systems have become so expensive, we need to invest in necessary campus upgrades so that local students can obtain a high quality, affordable education and access to relevant job training.

- Update educational facilities and technology to prepare students for 21st Century jobs.
- Replace aging building and facilities.
- Upgrade college safety and security systems.

PROVIDE JOB TRAINING AND COLLEGE TRANSFER

Classroom Improvements To Help Students Transfer to Four-Year Universities or Be Trained For High Demand Jobs

Goal and Purpose: Allan Hancock College provides essential job training for students, veterans, and local residents to prepare them to become part of our local workforce. This measure will upgrade classrooms, facilities and technology, to expand access to training programs that help students learn new skills and find better paying jobs in jobs in business, public safety, firefighting, technical arts, hospitality and other high demand careers.

- Update or construct classrooms and technology to prepare students, veterans and workers for 21st century jobs and university transfers.
- Upgrade career technical (vocational), fine arts and physical education facilities in Santa Maria.
- Improve vocational training facilities and upgrade equipment for technical theater education programs in the Santa Ynez Valley.
- Provide facilities to prepare students to transfer to four-year colleges and universities.
- Improve, construct and expand public safety training complex in Lompoc.
- Improve vocational classrooms and labs for police and firefighting programs.

* * *

The listed projects will be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, and similar planning costs, program/project

management, a customary contingency, and costs associated with the Total Cost of Ownership of facilities and equipment. In addition to the listed projects stated above, authorized projects also include the acquisition of a variety of instructional, maintenance and operational equipment, including interim funding incurred to advance fund projects from payment of the costs of preparation of all facility planning, fiscal reporting, facility studies, assessment reviews, facility master plan preparation and updates, environmental studies (including environmental investigation, remediation and monitoring), design and construction documentation, and temporary housing of dislocated college activities caused by construction projects. In addition to the projects listed above, repair, renovation and construction projects may include, some or all of the following: replace or remove outdated buildings and classrooms and construct new classrooms and support buildings; install wiring and electrical systems to safely accommodate computers, technology and other electrical devices and needs; upgrade classrooms; build or upgrade facilities including indoor/ outdoor physical education facilities, upgrade and install interior and exterior lighting systems; replace water lines and valves and sewer lines; construct, upgrade, acquire or expand multi-use classrooms and labs, fine arts and visual and performing arts facilities, swing space, outdoor classrooms/ performance space, gyms, showers, lockers, field lights, bleachers, press box, and instructional buildings, and athletic fields; repair fire safety equipment, including alarms, smoke detectors, sprinklers, emergency lighting, and fire safety doors; improve inner city grid track, high speed track, demolition of unsafe facilities; install or upgrade new security systems, such as security (surveillance) cameras, burglar alarms, handrails, outdoor lighting, fencing, landscaping, gates, gateways and classroom door locks. The upgrading of technology infrastructure includes, but is not limited to, upgrading classroom technology, expanding wireless internet access throughout both college campuses, acquire portable interface devices, servers, switches, routers, modules, sound projection systems, information systems, printers, digital white boards, communication systems, audio/visual and telecommunications systems, call manager and network security/firewall, Internet connectivity, wireless systems, technology infrastructure, and other miscellaneous IT and instructional equipment, DATA storage, fiber/copper infrastructure, phones, identity access cards and the creation and funding of a technology endowment.

The allocation of bond proceeds may be affected by the final costs of each project. Some projects may be undertaken as joint use projects in cooperation with other local public or non-profit agencies. The budget for each project is an estimate and may be affected by factors beyond the District's control. The final cost of each project will be determined as plans and construction documents are finalized, construction bids are received, construction contracts are awarded and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Demolition of existing facilities and reconstruction of facilities scheduled for repair and upgrade may occur, if the Board determines that such an approach would be more cost-effective in creating more enhanced and operationally efficient campuses. Necessary site preparation/restoration may occur in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing, or installing irrigation, utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property. Proceeds of the bonds may be used to pay or reimburse the District for the cost of District staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the specific purposes identified herein. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

* * *

FISCAL ACCOUNTABILITY

This bond measure has strict accountability requirements including:

1. All money will benefit Allan Hancock College campuses and CANNOT BE TAKEN BY THE STATE.
2. NO MONEY can be used for ADMINISTRATOR SALARIES or pensions.
3. Require TAXPAYER OVERSIGHT and yearly audits to ensure all funds are used locally, effectively and as promised.
4. NO ADMINISTRATOR SALARIES. Proceeds from the sale of the bonds authorized by this proposition shall be used only for the acquisition, construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, and not for any other purpose, including teacher, faculty and college administrator salaries, pensions and other operating expenses.
5. CANCEL REMAINING MEASURE I Bond authorization if this measure is approved.
6. **FISCAL ACCOUNTABILITY. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATION OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.**

ACTION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: District Travel Request Outside of the State	Item Number: 14.F.
Strategic Goal: Goal SLS4: Ensure students are focused	Enclosures: Page 1 of 1

BACKGROUND

1. Margaret Lau, Dean, Academic Affairs and Lorena Hernandez-Chavoya, student will attend the National Leadership and Skills Conference (NLSC) in Louisville, Kentucky, June 24, 2018 through June 30, 2018 to compete in the SkillsUSA National finals.
2. Dominic Dal Bello, Professor, Engineering, will attend the American Society for Engineering Education 2018 Annual Conference and Exposition, June 23, 2018 through June 29, 2018. Professor Del Bello will meet with other Engineering faculty to discuss teaching techniques, access, and other topics in engineering education. Professor Dal Bello will also present the poster on the Allan Hancock College NSF grant (SESMC).

FISCAL IMPACT

1. Estimated to be a maximum of \$5,460 from the Allan Hancock College Foundation – President's Circle funds.
2. Estimated to be a maximum of \$2,808 from UCSB ESTEEM Grant.

RECOMMENDATION

Staff recommends that the board of trustees approve the authorization to travel for Margaret Lau, student Lorena Hernandez-Chavoya, Dominic Dal Bello in June 2018.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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ACTION ITEM

To:	Board of Trustees	Date:	
From:	Superintendent/President		June 12, 2018
Subject:	California Community College Chancellor's Office Strong Workforce Program Round 2 and Round 3 Local Allocations	Item Number:	14.G.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures:	Page 1 of 3

The college has been notified of funding for the following projects totaling \$1,945,029 from the California Community College Chancellor's Office.

BACKGROUND

1. California Community College Chancellor's Office: Round 2 2017-2018 Strong Workforce Program (\$345,291)

The college has been awarded round 2 funding through the Strong Workforce Program to support CTE

(continued)

FISCAL IMPACT

1. California Community College Chancellor's Office: Regional Strong Workforce Program (\$345,291). No matching funds are required. The project period is July 2017 – December 2019.
2. California Community College Chancellor's Office: Regional Strong Workforce Program (\$9,360). No matching funds are required. The project period is July 2017 – December 2019.
3. California Community College Chancellor's Office: Regional Strong Workforce Program (\$10,670). No matching funds are required. The project period is July 2017 – December 2019.
4. California Community College Chancellor's Office: Regional Strong Workforce Program (\$85,770). No matching funds are required. The project period is July 2017 – December 2019.
5. California Community College Chancellor's Office: Regional Strong Workforce Program (\$71,760). No matching funds are required. The project period is July 2017 – December 2019.
6. California Community College Chancellor's Office: Regional Strong Workforce Program (\$70,200). No matching funds are required. The project period is July 2017 – December 2019.
7. California Community College Chancellor's Office: Regional Strong Workforce Program (\$511,002). No matching funds are required. The project period is July 2017 – December 2019.
8. California Community College Chancellor's Office: Regional Strong Workforce Program (\$374,899). No matching funds are required. The project period is July 2017 – December 2019.
9. California Community College Chancellor's Office: Regional Strong Workforce Program (\$466,077). No matching funds are required. The project period is July 2017 – December 2019.

RECOMMENDATION

Staff recommends that the board of trustees accept Round 2 and Round 3 Strong Workforce Program funding, totaling \$1,945,029 in restricted funds to the district.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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administrative, operational, and faculty staffing costs benefiting the Architecture program; the Agribusiness program; K-12 Partnerships, CWE, and Career Development; and Strong Workforce Program.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

2. California Community College Chancellor's Office: Round 2 2017-2018 Strong Workforce Program (\$9,360)

The college has been awarded round 2 funding through the Strong Workforce Program to enhance engagement by Film and Video Program students and faculty with renowned visiting filmmakers at the Santa Maria Campus and at the Santa Barbara International Film Festival.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

3. California Community College Chancellor's Office: Strong Workforce Program (\$10,670)

The college has been awarded round 2 Strong Workforce Program funding to requisition a refrigerated container for the enology and viticulture program.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

4. California Community College Chancellor's Office: Strong Workforce Program (\$85,770)

The college has been awarded round 2 Strong Workforce Program funding to support nursing lab instructional equipment and technology improvements.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

5. California Community College Chancellor's Office: Strong Workforce Program (\$71,760)

The college has been awarded round 2 Strong Workforce Program funding to support automotive technology program modernization.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

6. California Community College Chancellor's Office: Strong Workforce Program (\$70,200)

The college has been awarded round 2 Strong Workforce Program funding to support the machining and manufacturing program's acquisition of a new Haas computer-numerical-controlled lathe.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

7. California Community College Chancellor's Office: Strong Workforce Program (\$511,002)

The college has been awarded round 2 Strong Workforce Program funding to support activities benefiting all CTE programs, including professional development, marketing/outreach, and Guided Pathways implementation support.

No matching funds are required. The project period is July 2017 – December 2019. (Submitted by Margaret Lau)

8. California Community College Chancellor's Office: Strong Workforce Program (\$374,899)

The college has been awarded round 3 Strong Workforce Program funding to support CTE administrative, operational, and faculty staffing costs benefiting the Architecture program; the Agribusiness program; K-12 Partnerships, CWE, and Career Development; and Strong Workforce Program.

No matching funds are required. The project period is July 2018 – December 2020. (Submitted by Margaret Lau)

9. California Community College Chancellor's Office: Strong Workforce Program (\$466,077)

The college has been awarded round 3 Strong Workforce Program funding to support ongoing activities benefiting all CTE programs, including professional development, marketing/outreach, and Strong Workforce Program/Guided Pathways implementation support.

No matching funds are required. The project period is July 2018 – December 2020. (Submitted by Margaret Lau)

ACTION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Academic Policy and Planning Committee Curriculum Summary	Item Number: 14.H.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 17

BACKGROUND

The curriculum report for the period February 22 – April 26, 2018 is attached for consideration of the board of trustees. This report includes a summary of new and modified courses and programs being recommended for adoption, including removal of courses from the catalog, which are no longer offered.

FISCAL IMPACT:

New courses will be supported based on current budget allowances within the disciplines/departments either by reallocation of existing funds or cycling existing offerings to allow for the offering of new curriculum. Additionally, full-time faculty receives a stipend of \$250 per new course developed and \$150 per major course modification.

RECOMMENDATION:

Staff recommends that the board of trustees adopt the curriculum additions and changes reflected in the summary report of the Academic Policy and Planning Committee for the period.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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ACADEMIC POLICY AND PLANNING COMMITTEE CURRICULUM REPORT
for the period February 22 – April 26, 2018

June 12, 2018

Larry Manalo, Committee Chairperson

Dave DeGroot, Vice Chair

Christine Bisson, Applied Behavioral Sciences

Brent Darwin, Business

Lydia V. Maxwell, Counseling

Kate Adams, English

Tim Webb, Fine Arts

Sheri Bates, Kinesiology, Recreation and Athletics

Mary Pat Nelson, Health Sciences

Gabriel Marquez, Industrial Technology

Andrea Sanders, Languages & Communication

Kathy Headtke, Academic/Student Services

Robert Lennihan, Life and Physical Sciences

Derek Mitchem, Mathematical Sciences

Kristy Treur, Public Safety

Thomas VanderMolen, Social & Behavioral Sciences

ASBG Student Representative (Vacant)

Janet Hooghuis & Betsy Wilcox, Admissions & Records Representative (non-voting)

Non-Credit Education (vacant)

Dave DeGroot, Articulation Officer (non-voting)

Melinda Nish, Interim Vice President, Academic Affairs (non-voting)

Rebecca Andres, Curriculum Specialist (non-voting)

Approved by Academic Senate: _____

President, Academic Senate

Date

Allan Hancock College

Adopted by Board of Trustees: _____

President, Board of Trustees

Date

Allan Hancock Joint Community College District

NEW COURSES RECOMMENDED FOR ADOPTION

This section lists all new courses including credit, noncredit, experimental, and special topics.

NEW Credit Courses: Catalog year 2019-20

Course Prefix	Course Title	Units
MMAC 129	Digital Tools for Visual Media	3

NEW Noncredit Courses: Effective pending Chancellor's Office approval

Course Prefix	Course Title	Hours
NESL 7040	Conversation for Beginning ESL	32-48
NESL 7041	Conversation for Intermediate ESL	32-48
VOCE 7109	Microsoft Windows	16-18
VOCE 7110	Social Media	16-18
VOCE 7111	E-mail	16-18
VOCE 7112	Intro to Microsoft PowerPoint	16-18
VOCE 7800	Commercial Truck Driving: Preparation for the Learner's Permit	80-90
VOCE 7801	Commercial Truck Driving: Behind the Wheel Training	160-180
WKPR 7800	Career Readiness and Planning	9-12
WKPR 7801	Functional Work Skills	96-108

NEW Noncredit Program: Effective pending Chancellor's Office approval.

Award	Title	Hours
Certificate of Completion	Workforce Readiness	105-120
Certificate of Completion	Commercial Truck Driving	240-270

COURSE REVIEW

To meet accreditation standards, one year prior to a scheduled program review, discipline faculty review all course outlines in the discipline for currency of course content and materials, appropriate requisites and learning outcomes, general education status, and articulation status. The courses in this section represent only those courses in the discipline that have completed the review levels in CurriQunet and not necessarily all of the courses in the discipline.

Modifications include but are not limited to course units, hours, prerequisites, co-requisites, advisories, and enrollment limitations. Specific modifications are identified below.

MAJOR COURSE MODIFICATIONS: Resulting from a regularly scheduled course review cycle, modifications are effective pending publication of course details where applicable. Catalog year: 2019-20.

Course Prefix	Course Title	Units
AG 125	Soils and Plant Nutrition Advisory: CHEM 120 Modifications include formatting and updating text.	4
CS 111	Fundamentals of Programming 1	4

Prerequisites: MATH 331

Advisory: CS 102

Updated wording, prerequisites (similar to Cal Poly), changing textbooks, catalog description, sample questions in assignments, and DL addendum

DA 380	Dental Assisting Skills Lab Limitation on enrollment: Admittance to the Dental Assisting Program or successful completion of program requirements	0.5
ECS	Early Childhood Studies The early childhood studies modification serves the purpose of implementing the required revisions to the California Colleges ECE Curriculum Alignment Project (CAP, 2015) and as part of a regularly scheduled course review cycle. A limitation on enrollment is being added: All students enrolled in ECS 105, ECS 106, ECS 118 or ECS 119 must show proof of their current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to the ECS program in order to meet the provisions of SB792.	
ECS 105	Observation and Assessment Prerequisites: ECS 100 Advisories: ENGL 513 Modifications: Catalog description, SLOs, course objectives, assignments, methods of evaluation, and textbook updated.	3
ECS 106	Introduction to Early Childhood Curriculum Prerequisite: ECS 105. Advisories: ENGL 513 Limitation on enrollment: Students must show proof of current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to the ECS program in order to meet the provisions of SB792. Modifications: Catalog description. change prerequisite course to advisory, new prerequisite, new LOE, content, SLOs, course objectives, assignments, textbook and other materials updated.	3
ECS 114	Parent Child Relationships Advisory: ENGL 513 Modifications: semester offering to fall	3
ECS 116	Teaching in a Diverse Society Advisories: ECS 101 and ENGL 513 Modifications: Catalog description. SLOs, course objectives, outside assignments, methods of evaluation, text, and DL addendum updated.	3
ECS 118	Practicum: Preschool Prerequisite: ECS 106 Advisory: ENGL 513 Limitation on enrollment: Students must show proof of current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to the ECS program in order to meet the provisions of SB792. Modifications: Catalog description, new LOE. SLOs. course objectives, methods of instruction, methods of evaluation, and textbook updated.	3
ECS 119	Practicum: Infant/Toddler Prerequisites: ECS 106, ENGL 513, ECS 115, ECS 151	3

Limitation on enrollment: Students must show proof of current tuberculosis (TB) clearance and immunization against influenza, pertussis and measles to the ECS program in order to meet the provisions of SB792.

Modifications: catalog description, semester offering to fall and spring, new LOE, and course objectives updated.

ECS 149	Cooperative Work Experience The course outline has been updated to align with the current CWE template.	1-8
ECS/EDUC 132	Child Identity and Learning Advisories: ECS 100 and ENGL 513 Modifications: textbook, and DL addendum.	
ECS 303	Introduction to Early Childhood Advisory: ENGL 513 Modifications: Course objectives, methods of evaluation, textbook and materials updated.	2
ECS 310	Art for Young Children Advisory: ENGL 513	3
ECS 311	Creating Learning Materials Advisory: ENGL 513 Modifications: Textbook and methods of evaluation updated.	3
ECS 312	Music for Early Childhood Educators Advisory: ENGL 513 Modifications: Course objectives, outside assignments, and methods of evaluation. The adopted textbook is a standard in the workforce.	3
ET 140	Engineering Drawing Prerequisite: ET 100 The grading option has been changed	3
LE	Law enforcement courses have been reviewed as part of its regularly scheduled review cycle. Modifications are made per agency mandates.	
LE 320	Basic Law Enforcement Academy Prerequisite: LE 310 Introduction to Law Enforcement Academy (Pre-Academy) or equivalent course or training as determined by the Director of Law Enforcement Training. NOTE: Approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will also grant equivalencies for licensure for employment purposes. Advisories: ENGL 306, PE 141 Limitations on Enrollment: Prior to enrollment, students must also complete an academy application packet and submit Livescan fingerprints to the California Department of Justice to verify that they can legally be issued and possess a firearm. Students must score 42 or higher on the POST PELLETB Test. Students must submit a completed California POST approved Medical History/Clearance form signed by their physician after medical examination. Prerequisite The modifications are a result of an agency mandate to include additional course hours for mental health training. The units are increasing from 22.5 to 24 units.	24
LE 424	PC 832 Arrest	1.5

Limitation on enrollment: Freedom from illness or disability that would prevent the student from safely performing the required arrest and control physical skills.

The lecture hours are being reduced to 1.875, and lab hours are being added. The units are decreasing from 2.5 to 1.5 units.

LE 425	PC 832 Firearms	0.50
	Limitation on enrollment: Freedom from illness or disability that would prevent the student from safely participating in live fire shooting activities, California Department of Justice Firearms Clearance (PC 13511.5).	
	The limitation on enrollment language is updated and aligns with guidelines for advanced public safety courses. The lecture hours are reduced to 0.5 and 1 hour of lab is being added. The total units are changing from 1.5 to 0.5 units.	
MUS	The music course review includes prerequisite validation via content review, changes to course titles for course sequencing, and updates to course content.	
MUS 101	Music History Ancient-Baroque	3
	Advisory: ENGL 101 Semester offering and texts updated	
MUS 122	Piano 4	1
	Prerequisite: MUS 121 Modification: Course title change, formerly Piano Repertoire.	
MUS 123	Voice 2	2
	Prerequisite: MUS 129 Voice 1 Modification: Course title change, formerly Class Vocal Techniques.	
MUS 124	Voice 3	2
	Prerequisite: MUS 123 Voice 2 Modifications: Course title change, formerly Intermediate Vocal Techniques.	
MUS 127	Voice 4	2
	Prerequisite: MUS 124 Voice 3 Modifications: Course title change, formerly Vocal Repertoire.	
MUS 129	Piano 1	1
	Modification: Course title change, formerly Introduction Piano.	
MUS 129	Voice 1	2
	Modifications: Course title change, formerly Introduction to Singing.	
MUS 140	Symphonic Band	1
	Limitation on enrollment: Audition Repeatable: 3	
MUS 151	Concert Band	1
	Limitation on enrollment: Audition Repeatable: 3	
NURS	The course review for nursing includes updating courses per agency standards and requirements.	
NURS 103	RN Practicum 1	5
	Corequisite: NURS 111 LOE: Admittance to RN Program	

Modifications: Discipline placement and textbook have been updated, worksheet to validate this course as meeting the health and wellness graduation requirement

NURS 108	RN Practicum 2 Corequisite: NURS 112 LOE: Admittance to RN Program Modifications: Discipline placement and textbook have been updated, worksheet to validate this course as meeting the health and wellness graduation requirement	5
NURS 337	Professional Relationships Limitation on enrollment: Admittance to VN Program and/or successful completion of summer semester VN courses. Modification: Text and materials have been updated.	1
PHOTO	The course review for photography includes updating course text and materials and reviewing currency of course content.	
PHOTO 140	Introduction to Color Photography Prerequisite: PHOTO 110 or PHOTO 170 Modifications: PHOTO 170 has been added as alternative prerequisite course.	3
PHOTO 381	Black and White Photo Lab 2 Corequisites: PHOTO 110 or PHOTO 120 or PHOTO 130 or PHOTO 150 or any 179, 189, Or 199 as related to black and white photo process only. LOE: Students may not be concurrently enrolled in PHOTO 380 and PHOTO 381.	1
PHOTO 382	Color Photo Lab 1 Corequisite: PHOTO 140 or any 179, 189, or 199 as related to color photo processes only. LOE: Students may not be concurrently enrolled in PHOTO 380 and PHOTO 381.	0.5
PHOTO 383	Color Photo Lab 2 Corequisite: PHOTO 140 or any 179, 189, Or 199 as related to color processes only.	1
PHOTO 384	Digital Photo Lab 1 Corequisite: PHOTO 170 or any 179, 189, Or 199 as related to digital photo processes only.	0.5
PHOTO 385	Digital Photo Lab 2 Corequisite: PHOTO 170 or any 179, 189, Or 199 as related to color processes only. LOE: Students may not be concurrently enrolled in PHOTO 384 and PHOTO 385	1
VOCE 7103	Introduction to the Internet The course is being updated to include current technology levels	16-18 hrs

MAJOR COURSE MODIFICATIONS not resulting from Course Review. Modifications include but are not limited to course units, hours, prerequisites, co-requisites, advisories, and enrollment limitations. Specific modifications are identified below.

Course Prefix &	Course Title	Units
BIOL 128	Microbiology	4.5

Prerequisite: BIOL 100 or BIOL 124 or BIOL 125 or BIOL 150 and CHEM 120 or CHEM 150

The course is being updated for currency and to better match CID descriptors. The units for the laboratory part of the course are decreasing from 2 units to 1.5 units to reflect the 5 lab hours per week. This will bring the course total down from 5 to 4.5 units. There are also changes made to advisories and prerequisites to improve student success. The course content will separate laboratory activities from lecture topics. The text and laboratory manual editions will be updated

LBRY 170

Library Research Methods

2

Advisory: ENGL 513

The course is being modified to reflect a new textbook and to add an additional option on the final capstone project that gives students more flexibility to demonstrate knowledge of learning objectives. The DL addendum has also been updated.

PROGRAM MODIFICATIONS

Catalog Year: 2019-20

Program Award	Program Title	Units
Associate in Science	Agricultural Science AG 161, Introduction to Plant Science is being added to the core courses and AG 156 and AG 157 are being removed from the core courses. The required core units is changing from 13 to 14 units. AG 149, 156, and 160 are being added to selected units. Only courses with the AG discipline are included in the selected units and BIOL 154, FSN 133, Math 123, and CHEM 120 are being removed. The total program units are changing from 22 to 23 units.	23
Certificate of Achievement	Agricultural Science AG 161, Introduction to Plant Science is being added to the core courses and AG 156 and AG 157 are being removed from the core courses. The required core units is changing from 13 to 14 units. AG 149, 156, and 160 are being added to selected units and BIOL 154, FSN 133, Math 123, and CHEM 120 are being removed. The total program units are changing from 22 to 23 units.	23
Associate in Art	Mathematics w/Computer Science Emphasis Updated program outcomes language to improve assessment results.	24
Associate in Art	Mathematics w/Physics Emphasis Updated program outcomes language to improve assessment results.	25

MISCELLANEOUS MODIFICATIONS

Modification Type	Course Prefix and No.	Course Title	Units
Corrections to semester offerings	CS 161	Discrete Structures	3
	ENGR 100	Introduction to Engineering	1
	ENGR 161	Materials Science	3
	ENGR 162	Materials Science Lab	1
	ENGR 170	Electric Circuit Analysis	3
	ENGR 171	Electric Circuit Lab	1
	ENVT 450	HAZWOPER	0.5
	ENVT 456	FRO Refresher	0.5
Remove Repeats	FILM 123	Directing for the Camera	2
Course Outcomes	MATH 521	Foundations for Mathematics	5
Textbook Change	SPCH 101	Public Speaking	3

COURSE DROPS

Effective	Course Prefix	Course Title	Units
2019-2020	ART 109	American Art	3
	ART 131	Portraits	1.5
	BIOL 135	Natural History of California	4
	BIOL 145	Desert Ecology	2
	DANCE 126	Clinic in Ballet Barre – Sunset Drop	0.5
	DANC 167	Clinic in Intermediate Tap – Sunset Drop	0.5
	DANC 174	Intermediate Ballroom – Sunset Drop	0.5
	EMS 303	Paramedic Prep	2.5
	ENGL 115	Writing Fiction	3
	ENGL 116	Writing Poetry	3
	ENGR 172	Circuits and Devices	4
	ENGR 173	Circuits and Devices Laboratory	1
	MATH 313	Algebra 1: Part 1	3
	MATH 314	Algebra 1: Part 2	3
	PE 156	Beginning Golf	1
	PSY 120	Cultural Psychology	3
	RVT 308	Seminar for Registered Veterinary Technicians	1

SUNSET LISTED COURSES

Any credit course that has not been taught for a period of two calendar years will be placed on a sunset list, where it will remain for one year. A course on the Sunset List indicates that there is potential for removing the course from the catalog. The department presents a response to the AP&P committee, via department vote, in regard to retaining the course, or dropping the course.

No. of Appearances on Sunset List	Prefix & Number	Course Title	Rationale to Retain (provided by the department faculty)
1 st Appearance	DA 380	DA Skills Lab	The course was offered successfully in Fall 2011 but was cut due to budget cuts. Action: The course will be offered in an upcoming spring, summer, or fall term.
	ENGL 108	Literary Arts Journal 2 Review Date: Fall 2015	Last Offered: Spring 2010 Action: The course will be offered again in an upcoming spring, summer, or fall term.
	ENGL 109	Applied Composition Review Date: Fall 2015	Last Offered: Fall 2006 Action: The course will be offered again in an upcoming spring, summer, or fall term.
	ENGL 135	Introduction to Poetry Review Date: Fall 2015	Last Offered: Sum 2013 Action: The course will be offered again in an upcoming spring, summer, or fall term.
	ENVT 152	Identification and Assessment of Hazardous Materials Review Date: Fall 2016	The department wishes to continue with this course due to the following extenuating circumstances: program review underway, sunsetting the course will affect the program.
	ESL 550	Grammar 1 Review Date: Spring 2014	The course was offered successfully in Fall 2014. Action: The course will be offered in fall 2018 at LVC
	FILM 106	Film and Television Writing II Review Date: Fall 2017	Action: The course will be offered in Fall 2019
	FILM 106	Film and Television Writing II Review Date: Fall 2017	Action: The course will be offered in Fall 2019.
	FILM 108	Film and Television in the 21 st Century Review Date: Fall 2017	Action: The course will be offered in Fall 2019.
	FILM 386	Film Festival Production Lab Review Date: Fall 2016	The course was successfully offered in spring 2016. The department wishes to continue with this course due to the following extenuating circumstances. The course is being rewritten to reduce hours.
	LS 101	Success in College Review Date: Spring 2016	Action: The course will be offered again in an upcoming spring, summer, or fall term.
	MT 301	Introduction to Safety Review Date: Spring 2015	The course is being considered for statewide online offering.
	MT 302	Quality and Process Improvement Review Date: Spring 2016	The course is being considered for statewide online offering.

2 nd Appearance	MT 303	Manufacturing Processes and Production Review Date: Spring 2015	The course is being considered for statewide online offering.
	MT 304	Maintenance Awareness Review Date: Spring 2015	The course is being considered for statewide online offering.
	STEM 140	Math and Science Teaching Careers Review Date: Fall 2015	Formerly, EDUC 140. The department wishes to retain the course, with plans to modify and then offer in spring 2019 and every spring.
	WLDT 317	Ornamental Iron 1 Review Date: Spring 2015	The course was last offered successfully in spring 2016. Action: The course will be offered again in an upcoming spring, summer, and/or fall terms.
	DANC 154	Pointe and Partnering Clinic Review Date: Fall 2017	The course was offered successfully in summer 2011. Action: The course will be offered in summer 2018.
	DANC 155	Clinic in Pilates Review Date: Spring 2017	The course was offered successfully and successfully taught in fall 2013. Action: The course will be offered in summer 2018.
	DANC 161	Clinic in Intermediate Ballet Review Date: Spring 2017	The course was offered successfully and successfully taught in summer 2015. Action: The course will be offered in summer 2018.
	DANC 162	Clinic in Jazz Review Date: Spring 2017	The course was offered successfully and successfully in summer 2015. Action: The course will be offered again in summer 2018.
	DANC 172	Beginning Ballroom Dance Review Date: Spring 2017	Rationale: The course was offered successfully in fall 2011. Review Date: Spring 2017 Action: The course will be offered in spring 2019.
	ENVT 151	Hazardous Materials – Site Supervisor Review Date: Fall 2016	The department wishes to continue with this course due to the following extenuating circumstances: program review underway, sunseting the course will affect the program.
	ENVT 157	First Aid for HazMat Workers Review Date: Fall 2016	The department wishes to continue with this course due to the following extenuating circumstances: program review underway, sunseting the course will affect the program.
	EL 122	Electronic Devices and Circuits Review Date: Fall 2016	The course was offered successfully in Spring 2017. The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum
	EL 123	Electronic Devices and Circuits Lab Review Date: Fall 2016	The course was offered successfully in spring 2017. The department wishes to continue with this course due to the following extenuating circumstances. The course should be kept until a new FT instructor is hired and decides how to restructure the EL curriculum.
	EL 135	Electronic Measurement and Instrument Review Date: Spring 2017	The department wishes to continue with this course due to the following extenuating circumstances. Course will be taught again when enough students progress through the lower level courses and enrollment is large enough to warrant the class being offered.

EL 136	Electronic Measurement and Instrument Lab Review Date: Fall 2016	The department wishes to continue with this course due to the following extenuating circumstances. Course will be taught again when enough students progress through the lower level courses and enrollment is large enough to warrant the class being offered.
EL 332	Wireless Network Administrator Review Date: Fall 2011	
EL 333	Intro to Network Security Review Date: Fall 2016	The course will be offered in spring, summer, or fall upcoming term.
ET 104	Intro to Robotics and Mechatronics Review Date: Fall 2017	Cross-list: CEL 104 (Fall 2017) and EL 104 (Fall 2017)
ET 128	Intro to Renewable Energy Review Date: Spring 2017	Cross-list: CEL 128 (Fall 2017) and EL 128 (Spring 2017)
ET 131	PLCs & Industrial Control Design Review Date: Fall 2017	Cross-list: CEL 131 (Fall 2017) and EL 131 (Fall 2017)
ET 133	Mechatronics Systems 1 Review Date: Fall 2017	Cross-list: CEL 133 (Fall 2017) and EL 133 (Fall 2017)
ET 139	Electrical Power, Motors, & Controls Review Date: Fall 2016	Cross-list: CEL 139 (Fall 2016) and EL 139 (Fall 2016)
ET 162	Fluid Power & Control Review Date: Fall 2017	Cross-list: CEL 162 (Fall 2016) and EL 162 (Fall 2016)
GEOG 110	Introduction to Meteorology Review Date: Fall 2016	The department wishes to retain the course, with plans to modify in preparation for a new program proposal, Geography for Transfer.
GRPH 127	History of Graphic Design Review Date: Fall 2013	The course should not be in the sunset list. It was offered in fall 2016. Rationale: The department wishes to retain the course, with plans to modify and include in a new transfer degree program.
SOC 122	Sociology of the Hispanic Culture Review Date: Fall 2017	The department wishes to retain the course with plans to offer the course at the high school level via concurrent enrollment.

**Allan Hancock College
Program Outline**

Title: Agricultural Science

Award Type: Associate in Science and Certificate of Achievement

Allan Hancock College's Agricultural Science Program is designed for students preparing for, or advancing in careers in agricultural sciences. The agricultural science program will prepare students for a wide variety of entry-level positions related to agribusiness and agricultural science with an emphasis on local career opportunities such as pest management and control, agronomist, agricultural mechanics, environmental horticulture, soil science, orchard/vineyard management, produce sales and marketing, agriculture equipment technician, farm management, greenhouse and nursery operations, agricultural inspection, fertilizer specialist, crop advisor, weed science, irrigation consulting, and botanist. Students will gain practical skills in effective communication, problem solving, critical thinking, collaboration, and leadership through hands-on learning and field trips to local agricultural institutions.

This program will adequately prepare students to transfer for further study in many agricultural science fields including: Crop Protection, Crop Science, Agricultural Education, Agricultural Science, Soil Science, Fruit Science, Vegetable Science or Sustainable Agriculture.

The graduate of the associate in science and certificate will:

- Apply current agricultural industry standards, laws and regulations in the agricultural sciences or related fields.
- Demonstrate knowledge of soils, fertilizers, plant nutrition, and current industry growing techniques and apply this understanding to successfully produce agricultural crops.
- Identify common insect and disease pests and use knowledge of pest life cycles to recommend pest prevention and management ~~situation~~ plans.
- Employ effective business skills using industry analysis, market trends, business plans and other standard agribusiness techniques, when presented with a farm or ranch management situation.
- Assess and differentiate effects of agricultural activities in plant and cropping systems, while describing alternative practices in order to make sound agricultural decisions that ensure the quality and success of a crop.
- Demonstrate an understanding of crop plant biological functions and their application to successful commodity production.
- Demonstrate basic worker safety practices.

Program Requirements

A minimum of 23 units in the major is required for the associate in science degree and certificate.

Required core courses 14 units:

Units: 14

AG 125	Soils and Plant Nutrition	4
AG 130	Integrated Pest Management for Grapes	4
AG 150	Introduction to Agribusiness	3
AG 161	Introduction to Plant Science	3

Plus a minimum of 9 units selected from the following:

Units: 9

AG 149	Cooperative Work Experience: Occupation	1 - 3
AG 152	Introduction to Animal Science	3
AG 153	Introduction to Sustainable Agriculture	3
AG 154	Introduction to Fruit Science	3
AG 155	Introduction to Mechanized Agriculture	3
AG 156	Intro to Environmental Horticulture	3
AG 160	Plant Propagation and Production	3
AG 315	Fertilizers & Plant Nutrition	4

Total Major Units

23

Allan Hancock College Program Outline

Title: Mathematics w/Computer Science Emphasis

Award Type: Associate in Arts

The associate in arts degree in math is offered for those students desiring a major in mathematics and recognition of their general education accomplishments.

The graduate of the associate degree will:

- Utilize a variety of problem-solving techniques and strategies to identify, analyze, and solve problems;
- Represent mathematical information symbolically, graphically, numerically, and in writing;
- Interpret and draw inferences from mathematical models such as formulas, graphs, and tables;
- Create and analyze mathematical models of real world and/or theoretical situations, including the implications and limitations of those models;
- Check mathematical results for reasonableness.
- Use appropriate technologies to analyze and solve mathematical problems.

Major Requirements

A major of 24 units is required for the associate degree.

Required core courses (24 units):

CS 111	Fundamentals of Programming 1	4
CS 161	Discrete Structures	3
MATH 181	Calculus 1	4
MATH 182	Calculus 2	4
MATH 183	Multivariable Calculus	4
MATH 184	Linear Algebra/Differential Equations	5

Total Major Units:

24

Allan Hancock College Program Outline

Title: Mathematics w/Physics Emphasis

Award Type: Associate in Art

The associate in arts degree in math is offered for those students desiring a major in mathematics and recognition of their general education accomplishments.

The graduate of the associate degree will:

- Utilize a variety of problem-solving techniques and strategies to identify, analyze and solve problems;
- Represent mathematical information symbolically, graphically, numerically, and in writing;
- Interpret and draw inferences from mathematical models such as formulas, graphs, and tables;
- Create and analyze mathematical models of real world and/or theoretical situations, including the implications and limitations of those models;
- Check mathematical results for reasonableness;
- Use appropriate technologies to analyze and solve mathematical problems

Major Requirements

A major of 25 units is required for the associate in arts degree.

Required core courses (21 units):

MATH 181	Calculus 1	4
MATH 182	Calculus 2	4
MATH 183	Multivariable Calculus	4
MATH 184	Linear Algebra/Differential Equations	5
PHYS 161	Engineering Physics 1	4

Plus a minimum of 4 units from the following:

PHYS 162	Engineering Physics 2	4
PHYS 163	Engineering Physics 3	4

Total Major Units	25
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Allan Hancock College Program Outline

Title: Commercial Truck Driving

Award Type: Certificate of Completion

The Commercial Truck Driving Certificate prepares students to take the knowledge test required to obtain a California Commercial Learner's Permit and to take the road test. Upon passing both of these California Department of Motor Vehicle tests, students will be qualified for an entry-level position in the trucking industry. A certificate of Completion is awarded to student who perform 80% or higher on all competency tests and pass the California Commercial Driver's License – Class A or B test.

The graduate of the certificate in commercial truck driving will:

- Interpret U.S. Department of Transportation rules and regulations, safety, logs, and other legal issues that apply to trucking and transportation.
- Demonstrate knowledge of commercial vehicle systems and operations.
- Demonstrate how to safely operate equipment and to conduct routine preventive maintenance.
- Demonstrate proficiency by obtaining a California Commercial Driver's License – Class A or B.

Program Requirements

A total of 240-270 hours is required for the certificate of completion

Required courses:

VOCE 7800	Commercial Truck Driving: Preparation for the Learner's Permit	80-90
VOCE 7801	Commercial Truck Driving: Behind the Wheel Training	160-180

**Allan Hancock College
Program Outline**

Title: Workforce Readiness

Award Type: Certificate of Completion

This noncredit certificate program provides basic academic skills and workforce readiness skills need for employment. Students will obtain and maintain competitive integrated employment through development of career planning, interpersonal, and communication skills. Fundamental technology skills for job search will be provided. The certificate program is intended to align contemporary work readiness skills with opportunities for employment.

The graduate of the certificate in workforce readiness will:

- Demonstrate level-appropriate competency in reading fluency, writing, and basic math operations.
- Develop a Person-Centered Plan for Employment

Program Requirements

A total of 105-120 hours is required for the certificate of competency

Required courses:

WKPR7800	Career Readiness and Planning	9 - 12
WKPR7801	Functional Work Skills	96 - 108

ACTION ITEM

To:	Board of Trustees	Date:	
From:	Superintendent/President	June 12, 2018	
Subject:	Memorandum of Understanding Between the Allan Hancock Joint Community College District and the California School Employees Association, Chapter #251, Article 4, Association Rights	Item Number:	14.I.
Strategic Goal:	Goal IR1: To recruit and retain quality employees.	Enclosures:	Page 1 of 4

BACKGROUND

California Assembly Bill 119 requires public employers to provide the exclusive representative of those employees mandatory access to its new employee orientations. The bill requires that an exclusive representative receive not less than 10 days' notice in advance of an orientation, except as specified. The bill also requires the structure, time, and manner of exclusive representative access to be determined through mutual agreement between the employer and the exclusive representative. The bill prescribes a specified process for negotiating access, which included compulsory interest arbitration, as defined.

This bill 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 parties negotiated on April 17, 2018. The parties agreed that they were negotiating because of AB 119 and not to remedy an existing problem as the district has allowed CSEA access to new employees during new employee orientation for years. The parties reached an agreement, as presented, and recommend ratification.

On May 2, 2018, CSEA informed the district that the CSEA field office refused to approve the negotiated MOU. CSEA asked the district to pull the signed MOU from the board book and demanded to negotiate Item L:

L) 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.

This language was proposed by CSEA in its initial proposal, but as of May 2, 2018 CSEA's interest was that it be removed from the MOU.

After consultation with counsel and written assurance from CSEA that the union is not attempting to gain binding arbitration, the parties agreed to remove Item L.

This memorandum of understanding is pending CSEA ratification.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees ratify the memorandum of understanding (MOU) between the district and the California School Employees Association, Chapter #251, on Article 4, Association Rights, effective upon ratification by both the board and by CSEA Chapter #251.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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**Memorandum of Understanding
between
California School Employees Association (CSEA) and it's Chapter #251
and
Allan Hancock Joint Community College District**

Article 4: Association Rights

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 method, 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. Mailing address (incl. apartment #);
 - h. City;

- i. State;
- j. ZIP Code (5 or 9 digits);
- k. Home telephone number (10 digits) (if available);
- l. Personal cellular telephone number (10 digits) (if available);
- m. Personal email address of the employee (if available);
- n. Employee ID Number;
- o. Birth date;
- p. Hire date.

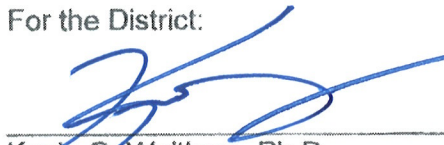
This information shall be provided to CSEA regardless of whether the newly hired employee was previously employed by the District. In the event no one is hired in any particular month, the District shall send an e-mail to CSEA confirming they did not hire any new staff that month.

- C) Periodic Update of Contact Information: The District shall provide CSEA with a list of all bargaining unit members names and contact information no more than every 120 days upon request. The information will be provided to CSEA electronically via a mutually agreeable secure method. This contact information shall also include the information listed above, with each field listed in its own column.
- 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 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. 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. 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 normal working hours of the office of Human Resources.
- H) Employees already in paid status during the time of orientation, shall be paid for the time spent in orientation. Newly hired employees not in paid status shall not be paid for their time spent in orientation.
- I) During CSEA's orientation session, no District manager or supervisor or non-unit employee shall be present.
- J) 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 negotiate, either party can make a demand for interest arbitration.
- K) 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.

Agreed to this day April 17, 2018 by:

For the District:


 Kevin G. Walthers, Ph.D.
 Superintendent/President

For CSEA:


 Torey Dunn
 Chapter President
 Chief Negotiator for CSEA


 Phyllis Comstock
 CSEA Labor Relations Representative

ACTION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Appointment of Interim Classified Management Position	Item Number: 14.J.
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

The following personnel action is recommended:

Reappointment

Chris Nartatez, interim district police chief, campus police, full time, 12 months, range 10-F, management salary schedule, effective June 1, 2018 through June 30, 2018, or earlier per district need.

Reason: This is a continuation of the interim assignment approved at the regular board of trustees meeting on December 12, 2017. Mr. Nartatez is temporarily filling the vacancy due to the resignation of Ronald Schram, effective December 31, 2017.

FISCAL IMPACT

The cost to the unrestricted general fund is approximately \$13,725 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 temporary re-appointment of Chris Nartatez, interim district police chief, campus police, effective June 1, 2018 through June 30, 2018, or earlier per district need.

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

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Appointment of Interim Executive Management Employee	Item Number: 14.K.
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 the appointment of an interim executive management employee. If a recommendation is made, a revised board agenda item will be presented.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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ACTION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Authorization of Dental Insurance Premium Rate	Item Number: 14.L.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

The district created a self-funded dental insurance program on January 1, 1992. The program was based upon the premise that the risk exposure in a dental program is limited and that it is more cost effective to self-insure rather than continue to pay premiums to a “for-profit” commercial company. Claims processing (including provider payments) is contracted through a professional dental claims administration company.

Premium rates are raised when the experience reaches the designated limitation. The last premium decrease was 8.16 percent effective October 1, 2016, and the last premium increase was 5.45 percent effective October 1, 2017.

Based on the current fund balance, utilization data, and input from constituency groups, no premium change is recommended, effective October 1, 2018. Monthly premiums will remain \$66.68 for single coverage, \$136.96 for two-party coverage, and \$196.69 for family coverage.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees authorize no change to dental insurance premium rates, effective October 1, 2018.

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

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Classified and Educational Management Employment Agreements	Item Number: 14.M.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 2

BACKGROUND

Both classified and educational management employees are employed based on their respective employment agreements. Rolling two-year agreements for management personnel and rolling three-year agreements for executive management personnel are contingent upon a positive performance evaluation.

The following employees are recommended for an additional year on their rolling three year agreement:

Executive Management

Educational Managers:

- Nohemy Ornelas July 1, 2018 through June 30, 2021
- Paul Murphy July 1, 2018 through June 30, 2021
- Robert Curry July 1, 2018 through June 30, 2021

(Continued)

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees approve these rolling Employment Agreements for management and executive management employees who have met performance evaluation criteria.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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Management Association

Educational Managers:

• Ana Sofia Ramirez-Gelpi	July 1, 2018 through June 30, 2020
• Kim Ensing	July 1, 2018 through June 30, 2020
• Margaret Lau	July 1, 2018 through June 30, 2020
• Mark Booher	July 1, 2018 through June 30, 2020
• Mitchel McCann	July 1, 2018 through June 30, 2020
• Richard Mahon	July 1, 2018 through June 30, 2020
• Thomas Lamica	July 1, 2018 through June 30, 2020
• Yvonne Teniente-Cuello	July 1, 2018 through June 30, 2020

Classified Managers:

• Andrew Masuda	July 1, 2018 through June 30, 2020
• Diana Perez	July 1, 2018 through June 30, 2020
• Jennifer Schwartz	July 1, 2018 through June 30, 2020
• Jessica Blazer	July 1, 2018 through June 30, 2020
• Marian Quaid Maltagliati	July 1, 2018 through June 30, 2020
• Rex Vandenberg	July 1, 2018 through June 30, 2020
• Leana Bowman	July 1, 2018 through June 30, 2020

ACTION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Contract for Police Chief Services	Item Number: 14.N.
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

The college has been working over the past several months to secure the services of a police chief. In May a search committee interviewed two applicants for the position, finding one to be qualified.

In negotiations with the final candidate, an issue arose with the transfer of PERS retirement rate. The candidate is on a rate (3 percent retirement at 50 years) that is not available to Allan Hancock College. If the candidate transferred to the college, his rate would change and result in a substantial reduction in retirement earnings for his family.

With no other viable candidates, the college reached out to Santa Maria Police Department to determine if a contract option would be available, similar to the arrangement the college had several years ago. Santa Maria Police Department is willing to provide the service, although the cost will be higher than the \$157,000 in salary and benefits expected at the top step of the college police chief salary range.

Initial estimates from Santa Maria Police Department range from \$215,000 to \$250,000 to cover costs.

FISCAL IMPACT:

The salary level for the police chief at the top step within the range of \$157,000 is included in the 2018-2019 budget. If an option for contracting is pursued, an additional \$48,000 to \$93,000 would be added during the final budget process in September.

RECOMMENDATION:

Staff recommends that the board of trustees consider options and direct staff to either pursue a contracting option or advertise again for a permanent chief of police.

Administrator Initiating Item: Kevin Walthers	Final Disposition:
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INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Grant Proposals Submitted	Item Number: 15.A.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2

BACKGROUND

The office of institutional grants has submitted the following grant applications for a total of \$1,143,129 in requested funds:

1. United States Department of Justice: Bulletproof Vest Partnership (\$4,000)

The college has submitted an application for a bulletproof vest that meets the National Institute of Justice standards for safety.

There is a 50 percent matching requirement that will be met with district funds. The project period is October 1, 2018 through September 30, 2020. (Submitted by Chris Nartatez)

2. California Campus Catalyst Fund: Dream Center – Initial Application (\$125,000)

The college has submitted a proposal for funding to support a Dream Center helping students to increase access, retention, success, and equity in education.

There is no matching funds requirement. The project period is three years with annual renewals if applicant successfully completes the grant objectives. September 1, 2018 – August 30, 2019. (Submitted by Nohemy Ornelas)

3. California Student Aid Commission: California Student Opportunity and Access Program (Cal-SOAP) (\$434,402)

The Central Coast Cal-SOAP Consortium, with AHC as fiscal agent, has submitted its annual plan to increase accessibility and information of post-secondary educational opportunities for elementary and secondary school students with low college-going rates. Funding was added to the base allocation in the amount of \$12,642 for a cost of living adjustment.

A 1:1 match is required and is supported by each member agency through in-kind salaries, facilities, supplies, administrative oversight, and unrecovered indirect costs. AHC is contributing \$18,052.80. The project period is July 1, 2018 – June 30, 2019. (Submitted by Diana Perez)

Administrator Initiating Item: Susan Houghton	Final Disposition:
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4. California Community College Chancellor's Office: Perkins Career Technical Education Act (\$523,350)

The college has submitted a proposal under the Perkins five-year plan for Career and Technical Education (CTEA 1C) for 2018/19 funding to modernize technology in CTE programs, integrate academics in the CTE curriculum, and improve outcomes for special populations.

There is no matching funds requirement. The project period is July 1, 2018 – June 30, 2019.
(Submitted by Margaret Lau)

5. California Community College Chancellor's Office: Perkins Career Technical Education Transitions (\$41,377)

The college has submitted a proposal under the Perkins five-year plan for CTE Transitions to continue collaboration with local high schools to expand articulation agreements and develop career pathways to meet California CTE academic standards.

No matching funds are required. The project period is July 1, 2018 – June 30, 2019.
(Submitted by Margaret Lau)

6. PG&E: Better Together Giving Program: (\$15,000)

The college has submitted a proposal for funding to support the Hancock Promise program which targets an underserved population by cultivating a college-going mindset, increases access, and works to improve student success and outcomes.

No matching funds are required. The project period is July 1, 2018 – June 30, 2019.
(Submitted by Susan Houghton)

INFORMATION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: First Reading: Revised Administrative Procedure 2345, Public Participation in Meetings	Item Number: 15.B.
Strategic Goal: Goal I1: Community Integration	Enclosures: Page 1 of 3

BACKGROUND

Revised administrative procedure 2345, Public Participation in Meetings is suggested as good business practice by the California Community College League's Policy and Procedure Service. The procedure has been revised to provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the board of trustees. The procedure has been vetted through the shared governance process.

Administrator Initiating Item: Kevin Walthers	Final Disposition:
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Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 2 – Board of Trustees

AP 2345 PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Trustees welcomes public comment on issues within the jurisdiction of the District. Individuals interested in speaking to the Board must complete a “Request to Address the Board of Trustees” card and submit it to the Administrative Assistant to the Superintendent/President and Board of Trustees.

Public Comment on Items Not on the Agenda

Public Comments on Items Not on the Agenda: Members of the audience may address the Board of Trustees on any topic that is not on the agenda so long as the topic is within the jurisdiction of the district. Under the Brown Act, the Board is not permitted to engage in public discussion or take any action on an item not on the agenda. In addition, on their own initiative or in response to questions posed by the public, a member of the Board may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. Furthermore, the Superintendent/President may provide a reference to staff or other resources for factual information, or request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. The President of the Board shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the Board of Trustees. This time limit may be waived by the President of the Board.

Public Comments on Items listed on the agenda

Members of the audience may address the Board of Trustees on any item listed on the agenda. The audience may address the Board during the public comment session, as the item is taken up on the agenda, or during a scheduled hearing session.

The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. This time limit may be waived by the President of the Board.

Consent calendar items are considered to be routine and customary district business and are voted on in one vote. However, a Board member or a member of the audience may

request that an item listed on the consent calendar be removed and considered individually.”

Closed Session

Open-meeting agendas will have a section entitled: “Closed Session” pursuant to Government Code Section 54957.7. Members of the public may address the Board on closed-session items before they are considered. The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. This time limit may be waived by the President of the Board.

Reports on Action Taken in Closed Session

Open meeting agendas will have a section for closed-session reports. The Board president report on any action taken in closed session pursuant to Government Code Section 54957.1.”

References: Education Code Section 72121.5;
Government Code Section 54954.2

Approved: 10/21/14

INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	First Reading: Revised Administrative Procedure 5011, Admission and Concurrent Enrollment of High School and Other Young Students	Item Number: 15.C.
Strategic Goal:	Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 7

BACKGROUND

Revised administrative procedure 5011, Admission and Concurrent Enrollment of High School and Other Young Students, is legally required. The updates address the admission of high school and other young students who meet specific requirements and who are capable of profiting from the instruction offered. The revisions to the administrative procedure are recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Nohemy Ornelas	Final Disposition:
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 Allan Hancock Joint Community College District

Administrative Procedure

 Chapter 5 – Student Services

AP 5011 ADMISSION AND CONCURRENT ENROLLMENT OF HIGH SCHOOL AND OTHER YOUNG STUDENTS

~~To be considered for admittance as a special part-time student, the student must meet the eligibility standards as established in Education Code Sections 48800 and 76001. To~~ be considered for admittance as a special part-time or full-time student, the student must meet the eligibility standards as established in Education Code Sections 48800 and 76001. All special part-time and full-time students shall receive credit for the community college courses completed in the same manner as regularly enrolled community college students.

Students will not be admitted unless they have availed themselves of all opportunities to enroll in equivalent courses at their schools of attendance. Courses in which high school and other young students are permitted to enroll will be open to the entire college population, and will be taught with the rigor appropriate to college-level courses in accordance with the approved course outline.

Definitions:

College Now Students (special part-time or full-time students) are any elementary, secondary or homeschooled student who attends community college courses during fall or spring semesters and summer or winter sessions and meets certain eligibility standards. A College Now student is limited to 6 units. Concurrent enrollment students are a subset of College Now students. ~~These students may also enroll in specific noncredit courses as long as they are also enrolled in a credit course that would benefit from the use of a noncredit lab.~~

High School Students

High school students enrolled in grades eleven or twelve who plan on enrolling in courses on the college campus or online will have admissions and records staff review the materials, and determine if the student is eligible to participate and benefit from instruction at a community college based on established program eligibility criteria. This determination may be done by:

- a review of the materials submitted by the student;
- meeting with the student;
- consultation with admission and records;
- consideration of the welfare and safety of the student and others; and/or
- consideration of local, state, and/or federal laws.

Concurrent Enrollment of High School Students

Concurrent enrollment refers to college-credit bearing courses taught to high school students in grades 11–eleven or twelve by college-approved high school teachers at the high school campus. Admissions and records staff, will review the materials, and will determine if the student has the abilities and sufficient preparation to benefit from instruction at a community college. This determination may be done by:

- a review of the materials submitted by the student;
- meeting with the student;
- consultation with admission and records or extended campus staff;
- consideration of the welfare and safety of the student and others; and/or
- consideration of local, state, and/or federal laws.

Limitations on Enrollment of High School Students

- May only enroll in courses that appear on the approved College Now course listing
- Are limited to six units or less per semester or session
- Must meet stated prerequisites for all requested courses
- Must maintain a 2.00 AHC grade point average

Appeal Process: Students may request through an appeal process to the Dean, Student Services to exceed the allowable 6 units and the AHC GPA requirement. The Dean, Student Services will determine if the student has the abilities and sufficient preparation to benefit from excess units. Enrollment fees are not waived for high school students who are approved to enroll in 12 or more units.

High School Students Enrolled in Grades below Eleventh Grade

For students, including concurrent enrollment, attending grades below eleventh grade, the determination shall be made through an appeal process to the Dean, Student Services. The school must provide transcripts and a letter signed by the principal/designee indicating how in his/her opinion the student can benefit from instruction. The Dean, Student Services will determine if the student has the abilities and sufficient preparation to benefit from instruction at a community college, and that the student's safety and that of others will not be affected. ~~The decision of the Dean, Student Services shall be final.~~ Once a decision has been made, the student, his/her parent or guardian and the school principal shall be informed of the decision. This determination may be done by applying the following criteria:

- a review of the materials submitted by the student;
- meeting with the student;
- consultation with an academic counselor;
- consideration of the welfare and safety of the student and others;
- consideration of local, state, and/or federal laws;
- —consultation with the instructor and
- review of the content of the class in terms of sensitivity and possible effects on the minor;

- requirements for supervision of the minor; and/or
- times the class(es) meet and the effect on the safety of the minor.

Admission of K-8 Grade Students

To be considered for admissions as a special part-time student, the student must meet the eligibility standards set for the in Education Codes Sections 48800 and 76001. A special part-time student may only enroll in one class per semester or session. The District may admit highly gifted elementary students as special part-time students based on the criteria established herein.

- The student must be recommended by the principal of the school of attendance
- The recommendation must verify the student will benefit from college instruction
- The student must have a cumulative GPA of 3.0 or better as reflected on their most recent school transcript
- The student must complete the college placement process and meet all stated prerequisites
- The Dean Student Services will determine upon consultation with the faculty member that the student is capable of profiting from instruction. This includes the approval of the appropriate AHC Department Chair and Academic Dean
- Students will be permitted to enroll in one course each semester or term
- Students may not enroll in pre-collegiate courses
- Students may only enroll in courses on the approved College Now list
- Must follow all college admission criteria

Admission of K-8 students is subject to seat availability. The student must:

- submit an application for admission;
- submit a completed and signed College Now petition for enrollment;
- the petition for enrollment must also have signed approval of his/her principal or designee, an approved high school counselor as noted on the College Now Signatories form (NOTE: Home-schooled students must provide Allan Hancock College with a current copy of the private school affidavit on file with the California Department of Education at the time of registration);
- ~~demonstrate that the student is capable of profiting from instruction. The Dean, Student Services has the authority to make the final decision whether a student can benefit from instruction.~~
- ~~The Dean, Student Services has the authority to make the final decision whether a student can benefit from instruction.~~

~~To be considered for admission as a special full-time student, the student must meet the eligibility standards as established in Education Code Section 48800.05.~~

~~Admission is subject to seat availability. The student must:~~

- ~~submit an Allan Hancock College application for admission;~~
- ~~submit a completed and signed College Now petition for enrollment;~~
- ~~the petition for enrollment must also have signed approval of his/her principal or designee, an approved high school counselor as noted on the College Now Signatories form (NOTE: Home-schooled students must provide Allan~~

~~Hancock College with a current copy of the private school affidavit on file with the California Department of Education at the time of registration);~~

- ~~• demonstrate that the student is capable of profiting from instruction;~~
- ~~• obtain written approval of the governing board of the school district of attendance. The Dean, Student Services has the authority to make the final decision whether a student can benefit from instruction.~~
- To be considered for admission as a special summer session student, the student must meet the eligibility standards as established in Education Code Section 76001.

~~All required documents shall be sent to the Director, Admissions and Records~~

High School Students

High school students who plan on enrolling in courses on the college campus or online will have admissions and records staff or extended campus staff review the materials, and determine if the student is eligible to participate and benefit from instruction at a community college based on established program eligibility criteria. This determination may be done by:

- a review of the materials submitted by the student;
- meeting with the student;
- consultation with admission and records or extended campus staff;
- consideration of the welfare and safety of the student and others; and/or
- consideration of local, state, and/or federal laws.

Concurrent Enrollment of High School Students

Concurrent enrollment refers to college-credit bearing courses taught to high schools students by college-approved high school teachers at the high school campus. Admissions and records staff, or extended campus staff will review the materials, and will determine if the student has the abilities and sufficient preparation to benefit from instruction at a community college. This determination may be done by:

- a review of the materials submitted by the student;
- meeting with the student;
- consultation with admission and records or extended campus staff;
- consideration of the welfare and safety of the student and others; and/or
- consideration of local, state, and/or federal laws.

Students Enrolled in Grades below Eleventh Grade

For students attending grades below eleventh grade, the determination shall be made through an appeal process to the Dean, Student Services. The school must provide transcripts and a letter signed by the principal indicating how in his/her opinion the student can benefit from instruction. The Dean, Student Services will determine if the student has the abilities and sufficient preparation to benefit from instruction at a community college, and that the student's safety and that of others will not be affected. The decision of the Dean, Student Services shall be final. Once a decision has been made, the student, his/her parent or guardian and the school principal shall be informed of the decision. This determination may be done by applying the following criteria:

- a review of the materials submitted by the student;
- meeting with the student;
- consultation with an academic counselor;
- consideration of the welfare and safety of the student and others;
- consideration of local, state, and/or federal laws;
- review of the content of the class in terms of sensitivity and possible effects on the minor;
- requirements for supervision of the minor; and/or
- times the class(es) meet and the effect on the safety of the minor.

~~Students will not be admitted unless they have availed themselves of all opportunities to enroll in equivalent courses at their schools of attendance. Courses in which high school and other young students are permitted to enroll will be open to the entire college population, and will be taught with the rigor appropriate to college-level courses in accordance with the approved course outline.~~

~~If a request for special part-time or full-time enrollment admission is denied for a pupil who has been identified as highly gifted, the Board of Trustees shall provide written findings and reasons for the denial within 60 days. A recommendation regarding the request for admission, and the denial shall be submitted to the Board at a regularly scheduled meeting that falls at least 30 days after the request for admission has been submitted.~~

The Dean, Student Services, in conjunction with the Director, Admissions and Records, shall establish procedures for the admission of high school age and younger students consistent with Education Code regulations. Such students who desire to attend Allan Hancock College must meet qualifications as stated ~~below~~. The Director, Admissions and Records, shall maintain a file copy of the young student supplementary admission application.

Exemptions

Students attending high school wishing to participate in PROD 301 Introduction to Life and Career Planning are exempt from an appeal for this course only. Completion of the admissions process is still required.

Qualifications

~~Individuals under eighteen years of age who do not have a high school diploma or an equivalency may be admitted to the college under the circumstances outlined in this procedure and on the **College Now!** Petition form. Such students may take credit courses from an approved list as established by the college. To be considered for admittance as a special part-time student, the student must meet the eligibility standards as established in the Education Code. Admission to classes is subject to seat availability.~~

Application Process

The college requires that the student complete the following:

1. Apply for admission online.
2. Submit a **College Now!** Petition form including signatures of the parent or guardian and the principal or designee obtained by the applicant. (Forms are available on the District's website.) Courses selected must be on the approved College Now Course Listing.
3. Submit a copy of high school transcript

A student participating in a home schooling program must submit a copy of his/her affidavit of home schooling.

Course Offerings

In accordance with established criteria approved by the—Academic Senate~~appropriate academic dean and the Chief Instructional Officer~~, each department will develop a list of courses in which College Now-s students may enroll, ~~either on the college or high school campus~~setting. Concurrent Enrollment course listings will be developed separately. ~~Eligibility for enrollment in these courses is outlined in the college catalog. Students must maintain good academic and progress standing to participate in the College Now! Program.~~ Concurrent Enrollment courses are a subset of College Now! courses and will be developed and listed separately.

~~The Chief Instructional Officer has the authority to make the final decision whether a high school or younger student is allowed to enroll.~~

Publication of Admissions Policies and Procedures

Admissions policies and procedures will be published in the college catalog. Additional questions may be addressed directly to the Office of Admissions and Records.

References: Education Code Sections 48800, 48800.5, 76001, and 76002

Approved: 3/11/04

Revised: 6/19/12

Revised: 6/16/15

Revised: 5/10/16

INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	First Reading: Revised Board Policy 5500, Standards of Student Conduct and revised Administrative Procedure 5500, Standards of Student Conduct	Item Number: 15.D.
Strategic Goal:	Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 14

BACKGROUND

Revised board policy and administrative procedure 5500, Standards of Student Conduct, are updated to include new legal standards on sexual harassment, assault and exploitation, academic honesty, use of recording devices in a learning environment, and to add clarity to other standards of conduct. The revisions to the 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: Nohemy Ornelas	Final Disposition:
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**Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services**

BP 5500 STANDARDS OF STUDENT CONDUCT

The Superintendent/President shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board of Trustees shall consider any recommendation from the Superintendent/President for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The Standards of Student Conduct and disciplinary procedures shall be made widely available to students through the college catalog and other means.

~~The Chief Student Services Officer or designee will maintain records to monitor student discipline and will provide annual statistics to the Academic Senate and Board of Trustees on the number and type of reported violations and their disposition.~~

~~The procedures shall be made widely available to students through the college catalog and other means.~~

~~The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student:~~

- ~~1. Causing, attempting to cause, or threatening to cause physical injury to another person.~~
- ~~2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college president.~~

3. ~~Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.~~
4. ~~Committing or attempting to commit robbery or extortion.~~
~~Encouraging, attempting, assisting, and soliciting another to do any act which would subject a student to expulsion, suspension or other discipline pursuant to this procedure and related policy.~~
5. ~~Causing or attempting to cause damage to district property or to private property on campus.~~
6. ~~Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.~~
7. ~~Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.~~
8. ~~Committing sexual harassment as defined by law or by District policies and procedures.~~
9. ~~Verbal harassment, physical abuse or hazing or eEngaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law., on or off College premises, of the person or property of any member of the College community or members of his/her family or the threat of any such physical abuse at any College authorized or governed activity~~
10. ~~Engaging in intimidating conduct or bullying against another student, staff or faculty through words or actions, including direct physical contact; verbal assaults, such as teasing or name calling; social isolation or manipulation; and cyberbullying;~~
11. ~~Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.~~
~~—Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel., or failure to identify oneself or furnishing false identification for just cause when requested to do so by College officials acting in the performance of their duties.~~
12. ~~Persistent disruptions or serious misconduct including inordinate demands for time and attention from District employees or at any campus activity, including, but not limited to, abuse of disciplinary process, where other means of correction have failed to bring about proper conduct.~~
13. ~~Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty. aAcademic dishonesty, including but not limited to cheating, plagiarism (including plagiarism in a student publication or using other individuals to take course or placement exams. Violations of this standard will be resolved according to Governing Board's adopted Academic Integrity Policy (BP/AP 55XX titled Academic Honesty).~~

14. Dishonesty, forgery, alteration or misuse of college documents, records or identification; or knowingly furnishing false information to the District.
 — Unauthorized entry upon or use of college facilities.
15. Computer related crimes or unauthorized, abusive, or inappropriate use of campus computers, computer networks and computer software, including violations of software licensing agreements
 — Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.
 — Sexual assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the college, including, but not limited to, any of the following: (1) Intentional touching of another person's intimate parts without that person's affirmative consent or other intentional sexual contact with another person without that person's affirmative consent; (2) Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's affirmative consent; and (3) Rape, which includes penetration, no matter how slight, without the person's affirmative consent of either of the following: (A) the vagina or anus of a person by any body part of another person or by an object; (B) the mouth of a person by a sex organ of another person.
 — Sexual exploitation, defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the college, including, but not limited to, any of the following: (1) Prostituting another person; (2) Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without the person's affirmative consent; (3) Distributing images, including video or photograph or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not affirmatively consent to the disclosure and objected to the disclosure; and (4) Viewing, another person's sexual activity, intimate body parts, or nakedness in a place where that person would have reasonable expectation of privacy, without that person's affirmative consent, and for the purpose of arousing or satisfying sexual desire.
 — Committing sexual harassment as defined by law or by District policies and procedures, which may include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, that is sufficiently severe, persistent or pervasive to limit the ability of a member of the college community (student, faculty, staff) to participate in or benefit from an education program or activity, or to create a hostile or abusive educational environment.
16. Stalking or repeatedly following or harassing another person through conduct composed of a series of acts that seriously alarm, annoy, torment, or terrorize in a manner that threatens to place that person in reasonable fear for his/her safety or the safety of his/her immediate family
 • Engaging in expression which is obscene; libelous, or slanderous; or which so incites students as to create a clear and present danger of the commission of

~~unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.~~

~~Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other College activities, including but not limited to, its community services functions or of other authorized activities on College premises.~~

- ~~Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.~~

~~Violations of Board policies, administrative procedures, or campus regulations including, but not limited to, campus regulations concerning student organizations, use of District facilities, gambling and hazing, or the time, place and manner of public expression.~~

~~An individual shall not violate any Federal, State or local law not otherwise specifically cited in these Standards of Student Conduct while on college or district property or by means of electronic resources.~~

~~Attendance at any session of any class by a student or persons who is not officially enrolled in that class.~~

~~17. Unauthorized use of listening or recording devices on campus or at District sponsored events. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any board policy or administrative procedure.~~

References: Education Code Sections 66300, ~~and 66301, and 72122~~;
WASC/ACCJC Accreditation Standards I.C.8 and 10
~~AP 5500 Standards of Student Conduct~~
~~AP Student Disciplinary Procedures~~

Adopted: 3/17/15

(This is a new policy)



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 5 – Student Services

AP 5500 STANDARDS OF STUDENT CONDUCT

Definitions: The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student:

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale, or otherwise furnishing any firearm, knife, explosive, or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Superintendent/President or designee.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Health and Safety Code Sections 11053 et seq., an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Encouraging, attempting, assisting, and soliciting another to do any act which would subject a student to expulsion, suspension or other discipline pursuant to this procedure and related policy.
6. Causing or attempting to cause damage to District property or to private property on campus.
7. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
8. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
9. Committing sexual harassment as defined by law or by District policies and procedures.
10. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law, on or off College premises, of the person or property of any member of the College community or members of his/her family or the threat of any such physical abuse at any College authorized or governed activity.

11. Engaging in intimidating conduct, ~~or bullying, or hazing~~ against another student, staff or faculty through words or actions, including direct physical ~~or contact~~; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
12. Willful misconduct that results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
13. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel, ~~or failure to identify oneself or furnishing false identification for just cause when requested to do so by College officials acting in the performance of their duties.~~
13. ~~Persistent disruptions or serious misconduct including inordinate demands for time and attention from District employees or at any campus activity, including, but not limited to, abuse of disciplinary process, where other means of correction have failed to bring about proper conduct.~~
14. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other ~~academic dishonesty, including but not limited to cheating, plagiarism (including plagiarism in a student publication or using other individuals to take course or placement exams.~~
- 15.
16. ~~Academic dishonesty is defined as an act of obtaining or attempting to present~~ Presentation of academic work through fraudulent or deceptive means in order to obtain credit for this work. Academic dishonesty includes but is not limited to:

Cheating failure to observe the expressed procedures of an academic exercise, including but not limited to:

- Unauthorized use of commercial "research" services such as term papers.
- Providing information to others without instructor's permission or allowing the opportunity for others to obtain information that provides the recipient with an advantage on an exam or assignment.
- Unauthorized communication with fellow students during a quiz or exam.
- Copying material from another student's quiz or exam.
- Permitting another student to copy from a quiz or exam.
- Permitting another person to take a quiz, exam, or similar evaluation in lieu of the enrolled student.
- Using unauthorized materials, information, or study aids (e.g., textbook, notes, data, images, formula list, dictionary, calculator, etc.) in any academic exercise or exam.
- Unauthorized collaboration in providing or requesting assistance, such as sharing information on an academic exercise or exam through cellphones and texting.
- Unauthorized use of another person's data in completing a computer or lab exercise.

- Using computer and word processing to gain access to alter and/or use unauthorized information.
- Altering a graded exam or assignment and requesting that it be re-graded – submission of altered work after grading shall be considered academically dishonest, including but not limited to changing answers after an exam or assignment has been returned or submitting another's exam as one's own to gain credit.
- Attempting to hinder the academic work of another student.

Fabrication—falsification or invention of any information in an academic exercise, including but not limited to:

- Fabricating or altering data to support research.
- Presenting results from research that was not performed—submitting material for lab assignments, class projects or other assignments, which is wholly or partially falsified, invented or otherwise does not represent work accomplished or undertaken by the student.
- Crediting source material that was not directly used for research.
- Falsification, alteration or misrepresentation of official or unofficial records or documents including but not limited to academic transcripts, academic documentation, letters of recommendation, and admissions applications or related documents.

Fraud, Misrepresentation, Lying—intentionally making an untrue statement or deceiving including but not limited to:

- Providing an excuse for an absence, tardiness, late assignment with the intent to deceive the instructor, staff or the college.
- Checking into a District class, lab, center or other District resource with the intent to deceive the instructor, staff, or the college.
- Checking in or checking out of a District class, lab, center or other District resource for another student.
- Using another student's District identification card for use in a class, lab, center or other District resource.

Plagiarism—the presentation of another's words, images or ideas as if they were the student's own, including but not limited to:

- Stealing the written, oral, artistic, or original works or efforts of others and presenting them as one's own.
- The submission of material, whether in part or whole, authored by another person or source (e.g., the internet, book, journal, etc.), whether that material is paraphrased, translated or copied in verbatim or near-verbatim form without properly acknowledging the source (it is the student's responsibility to cite all sources).
- The submission of material rewritten, edited, in part or whole, by another person that results in the loss of the student's original voice

or ideas (i.e. while an editor or tutor may advise a student, the final submitted materials must be the work of the student, not that of the editor or tutor).

- Translating all or any part of material from another language and presenting it as if it were the student's own original work.
- Unauthorized transfer and use of another person's computer file as the student's own.
- Unauthorized use of another person's data in completing a computer exercise.

Multiple Submissions—resubmission of a work with identical or similar content that has already received credit in a high school or another college course, including but not limited to:

- Resubmission of work with identical or similar content from a past course in a current course without written consent of the present instructor.
- Submission of work with identical or similar content in concurrent courses without written consent of all instructors involved.
- When retaking a course, resubmission of work with identical or similar content from the past section of the same course without written consent of the present instructor.

Facilitating Academic Dishonesty—assisting another to commit an act of academic dishonesty, including but not limited to:

- Taking a quiz, exam, or similar evaluation in place of another person.
- Allowing one student to copy from another.
- Attending a course posing as another student who is officially registered for that course.
- Providing material or other information (e.g., a solution to homework, a project or other assignments, a copy of an exam, exam key or any test information) to another student with knowledge that such assistance could be used to violate any other sections of this procedure.
- Distribution or use of notes or recordings based on college classes without the express written permission of the instructor for purposes other than individual or group study; this includes, but is not limited to, providing materials for distribution by services publishing class notes (This restriction on unauthorized use applies to all information distributed or in any way displayed for use in relationship to the class, whether obtained in class, via email, on the Internet or via any other media).

Culpability is not diminished when academic dishonesty occurs in drafts which are not the final version or when the student claims not knowing the policy or procedures.

- ~~17. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty as defined by [the District in the Academic Honesty Section of the current catalog].~~
- ~~18-14.~~ Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
- ~~19-15.~~ Unauthorized entry upon or use of District facilities.
- ~~20-16.~~ Computer related crimes or unauthorized, abusive, or violation of the District's acceptable use policy or procedure ~~inappropriate use of campus computers, computer networks and computer software, including~~ violations of software licensing agreements.
- ~~21-17.~~ Lewd, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
18. Sexual assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the college, including, but not limited to, any of the following: (1) Intentional touching of another person's intimate parts without that person's affirmative consent or other intentional sexual contact with another person without that person's affirmative consent; (2) Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's affirmative consent; and (3) Rape, which includes penetration, no matter how slight, without the person's affirmative consent of either of the following: (A) the vagina or anus of a person by any body part of another person or by an object; (B) the mouth of a person by a sex organ of another person.
19. Sexual exploitation, defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the college, including, but not limited to, any of the following: (1) Prostituting another person; (2) Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without the person's affirmative consent; (3) Distributing images, including video or photograph or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not affirmatively consent to the disclosure and objected to the disclosure; and (4) Viewing, another person's sexual activity, intimate body parts, or nakedness in a place where that person would have reasonable expectation of privacy, without that person's affirmative consent, and for the purpose of arousing or satisfying sexual desire.
20. Committing sexual harassment as defined by law or by District policies and procedures, which may include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, that is sufficiently severe, persistent or pervasive to limit the ability of a member of the college community (student, faculty, staff) to participate in or benefit from an education program or activity, or to create a hostile or abusive educational environment.
- Stalking or repeatedly following or harassing another person through conduct composed of a series of acts that seriously alarm, annoy, torment, or terrorize in a manner that threatens to place that person in reasonable fear for his/her safety or the safety of his/her immediate family

- ~~22.21. Stalking or repeatedly following or harassing another person through conduct composed of a series of acts that seriously alarm, annoy, torment, or terrorize in a manner that threatens to place that person in reasonable fear for his/her- their safety or the safety of his/her- their immediate family~~
- ~~23.22. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District~~
- ~~24. Obstruction or disruption of teaching, research, administration, disciplinarydisciplinary procedures, or other College activities, including but not limited to, its community services functions or of other authorized activities on College premises.~~
- ~~25.23. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.~~
- ~~24. Violations of Board policies, administrative procedures, or campus regulations including, but not limited to, campus regulations concerning student organizations, use of District facilities, gambling and hazing., or the time, place and manner of public expression.~~
- ~~— Violation of An individual shall not violate any Federal, State or local law not otherwise specifically cited in these Standards of Student Conduct while on college or district property or by means of electronic resources.~~
- ~~— Attendance at any session of any class by a student or persons who is not officially enrolled in that class.~~
- ~~26.25. The use of any electronic listening or recording device in a classroom or learning environment without the prior consent of the instructor. If use of such a device is deemed necessary to provide reasonable auxiliary aids and academic adjustments to disabled students, the institution may require the student to sign an agreement so as not to infringe on a potential copyright or to limit freedom of speech., except as necessary to provide reasonable auxiliary aids or academic adjustments to disabled students.~~
- ~~26. Unauthorized use of listening or recording devices on campus or at District sponsored events, UUUnauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any board policy or administrative procedure.~~
- ~~27. Presentation of academic work through fraudulent or deceptive means in order to obtain credit for this work. Academic dishonesty includes but is not limited to:~~

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- Copying material from another student's quiz or exam.
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- Permitting a ~~not~~ other person to take a quiz, exam, or similar evaluation in lieu of the enrolled student.
- Using unauthorized materials, information, or study aids (e.g., textbook, notes, data, images, formula list, dictionary, calculator, etc.) in any academic exercise or exam.
- Unauthorized collaboration in providing or requesting assistance, such as sharing information on an academic exercise or exam ~~through cellphones and texting.~~
- Unauthorized use of another person's data in completing a computer or lab exercise.
- Using computer and word processing to gain access to alter and/or use unauthorized information.
- Altering a graded exam or assignment and requesting that it be re-graded - submission of altered work after grading, ~~shall be considered academically dishonest,~~ including but not limited to changing answers after an exam or assignment has been returned or submitting another's exam as one's own to gain credit.

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- Presenting results from research that was not performed--submitting material for lab assignments, class projects or other assignments, which is wholly or partially falsified, invented or otherwise does not represent work accomplished or undertaken by the student.
- Crediting source material that was not directly used for research.
- Falsification, alteration or misrepresentation of official or unofficial records or documents including but not limited to academic transcripts, academic documentation, letters of recommendation, and admissions applications or related documents.

Fraud, Misrepresentation, Lying- intentionally making an untrue statement or deceiving including but not limited to:

- Checking into a District class, lab, center or other District resource with the intent to deceive the instructor, staff, or the college.
- Checking in or checking out of a District class, lab, center or other District resource for another student.
- Using another student's District identification card for use in a class, lab, center or other District resource.

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- Stealing –the written, oral, artistic, or original works or efforts of others and presenting them as one’s own.
- The submission of material, whether in part or whole, authored by another person or source (e.g., the internet, book, journal, etc.), whether that material is paraphrased, translated or copied in verbatim or near-verbatim form without properly acknowledging the source (it is the student’s responsibility to cite all sources).
- The submission of material rewritten, in part or whole, by another person that results in the loss of the student’s original voice or ideas (i.e. while an editor or tutor may advise a student, the final submitted materials must be the work of the student, not that of the editor or tutor).
- Translating all or any part of material from another language and presenting it as if it were the student’s own original work.
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- Allowing one student to copy from another.
- Attending a course posing as another student who is officially registered for that course.
- Providing material or other information (e.g., a solution to homework, a project or other assignments, a copy of an exam, exam key or any test information) to another student with knowledge that such assistance could be used to violate any other sections of this procedure.
- Distribution or use of notes or recordings based on college classes without the express written permission of the instructor for purposes other than individual or group study; this includes, but is not limited to, providing materials for distribution by services publishing class notes (This restriction on unauthorized use applies to all information distributed or in any way displayed for use in relationship to the class, whether obtained in class, via email, on the Internet or via any other media).

27.—

Students who engage in any of the above are subject to the procedures outlined in AP 5520 titled Student Discipline Procedures.

References: Education Code Sections 66300, 66301, 72122, ~~and~~ 76030, and 78907

WASC/ACCJC Accreditation Standards I.C. 8 and 10

Approved: 2/17/15

(This is a new procedure.)

INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	First Reading: Revised Administrative Procedure 7261, Telecommuting	Item Number: 15.E.
Strategic Goal:	Goal IR3: To enhance and maintain currency in technology usage/application in support of students and faculty, staff efficiency and operational effectiveness.	Enclosures: Page 1 of 13

BACKGROUND

Revised administrative procedure 7261, Telecommuting is used by the college to provide telecommuting responsibilities, eligibility, approval and termination procedures to participate in the program. The procedure has been revised to include updated terminology and current procedures. The procedure has been vetted through the shared governance process.

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

AP 7261 TELECOMMUTING

I. TELECOMMUTING PROCEDURES

Managers and employees must understand that adherence to the policy and procedures is an essential requirement of the telecommuting program.

A. Responsibilities

All vice presidents, directors, deans, managers, supervisors, and telecommuters are expected to become familiar with and comply with the district telecommuting policy and procedures. More detailed descriptions of responsibilities are provided in the 'Procedures and Considerations' section.

B. Eligibility

Full time classified employees are eligible for participation in the telecommuting program. Probationary employees and/or temporary ~~(170-day)~~ employees are not eligible to participate. Employees serving in a training capacity or providing hands-on service will not normally be approved to participate in the telecommuting program on a regular, ongoing basis.

This policy does not apply to faculty or management.

C. Participation Approval

Participation in the telecommuting program is voluntary and subject to the prior written approval by both an employee's immediate supervisor and department dean/director. The final decision will rest with the appropriate cabinet-level administrator. Approval must be completed prior to the start of the employee's telecommuting schedule by execution of a Telecommuting Agreement, ~~a Safety Checklist, and a Supervisor's Checklist~~. The supervisor and employee will each maintain a copy of the Telecommuting Agreement ~~and Checklists~~. The originals will be placed in the employee's personnel file maintained in Human Resources.

D. Renewal of Telecommuting Understanding

The Telecommuting Agreement needs to be completed and approved at least annually.

E. Termination of Telecommuting Participation

The employee may discontinue participation in the telecommuting program at any time, for any reason, upon written or verbal notice to his/her supervisor. Management may terminate an individual employee's participation at any time, as follows:

1. For any reason, upon providing fourteen (14) calendar days prior written explanation to the affected employee.
2. For cause, upon provision of 24 hours prior explanation to the affected employee. All verbal explanations are to be followed with a written explanation, within fourteen (14) calendar days.
3. The employee should return to work if equipment fails and will lead to the loss of a specified period of work time (more than four hours). The employee will remain in the office until such time as the equipment is again functional. The Telecommuting Agreement will be temporarily suspended if the equipment is malfunctioning.

The requirement for prior written notification and explanation may be waived in the event of an emergency (such as equipment failure).

II. BACKGROUND

A. Definitions

"Telecommuting" is defined as periodic work away from the normal work location, one or more days per week, either at home or in a ~~telecommute center~~ location that meets the work environment criteria specified in this procedure. More formally, it is the partial substitution of computers or telecommunications technologies, or both, for the commute to work. It is usually an off-site arrangement that permits employees to work in or near their homes, near clients' offices or at project sites for all or part of a work week.

B. Benefits

The use of a telecommuting arrangement can assist management and employees in economically and effectively accomplishing the mission of the district in the following ways:

- Improve program effectiveness and employee productivity and morale;
- Facilitate optimum utilization of the office space and parking facilities;
- Reduce absenteeism;
- Promote employee health and wellness;
- Improve employee recruitment and retention;
- Improve air quality and reduce traffic congestion;
- Enhance the working life and opportunities of persons with disabilities; and

- Effectively continue business as part of a disaster recovery or emergency plan.

III. PROCEDURES AND CONSIDERATIONS

A. Considerations for Telecommuting Participation

The work to be performed will be the determining factor for telecommuting. Participation in the district telecommuting program should be based on the ability of the employee to perform tasks that can be completed from remote locations, such as a home office and the manager's assessment of the employee's ability to complete those tasks satisfactorily. Consideration, on a case-by-case basis, should be given to the following:

1. Performance Evaluations

Is Overall Summary of the employee's evaluation rated as "MEETS STANDARDS" or "EXCEEDS STANDARDS"?

1.2. Job Knowledge

Does the employee have the necessary knowledge to perform the required job tasks at home or does the employee need close supervision or input from others that is only available at the office?

2.3. Job Characteristics

Does the job lend itself to self-directed activities? Can priorities be easily established? Can the time of the activities be managed effectively by the employee?

3.4. Task Scheduling

Does the individual already work alone handling information tasks such as thinking, planning, coordinating, writing, reading, analysis, teleconferencing, computer programming, word processing or data entry? Can tasks, which can be completed away from the office, be grouped and scheduled for telecommuting days? Can staff meetings and conferences be grouped and scheduled for non-telecommuting days or accommodated through other means (e.g., teleconferencing)?

4.5. Public/District Contacts

What portion of the job is devoted to face-to-face contact with other departments, students, the public or internal staff? Can this contact be structured to allow for communication via phone or computer, or grouped into non-telecommuting days, or can alternatives be established to provide this contact on telecommuting days?

5.6. Reference Materials

What portion of the job requires the use of reference materials or resources located in the designated work site? Can these resources be easily taken home for a day or two without interfering with co-workers' job performance? Are these

resources available through other means such as a computer accessible library service?

6.7. Use of Computers

Will response time on computer equipment used at home be fast enough to allow for required productivity?

8. Network Access

If network access is needed, is a high speed internet access available? does the correct "dial-up" capability exist? If long distance "dial-up" is necessary, is the cost prohibitive? In many of the job assignments, access to the district's computer network is essential for obtaining work-related information, processing work and communicating. The effectiveness of performing work at a remote location, such as a home office, may be greatly diminished if an employee does not have a secure access to the computer network. If connection to a Local Area Network (LAN) or computer desktop at the work place is required, are the necessary remote access agreements hardware components in place? Has the employee completed training for and demonstrated an adequate level of skill in use of the computer and software that will be used for telecommuting?

7.9. Special Equipment

What portion of the job relies upon access to ~~photocopiers, fax capabilities or other specialized equipment?~~ Can access be managed to allow telecommuters needs to be met on non-telecommuting days or can these needs be satisfied at a facility near the employee's telecommuting office?

8.10. Information Security

What portion of the job uses secured or otherwise confidential information and can the integrity of that information be secured in accordance with information security policies?

9.11. Travel

Does the job involve field work? Can trips begin or end at the employee's off site office rather than at the district location without affecting the work schedule or mileage arrangements? ~~In many of the job assignments, access to the district's computer network is essential for obtaining work-related information, processing work and communicating. The effectiveness of performing work at a remote location, such as a home office, may be greatly diminished if an employee does not have access to the computer network.~~

IV. RESPONSIBILITIES

A. Cabinet-Level Administrator

Administer the telecommuting program in their respective departments, including ensuring compliance with all applicable policies and procedures; identifying

positions suitable for the telecommuting option, and determining whether the department should provide equipment and software on a case-by-case basis. Unless there are extreme mitigating circumstances, the district will not provide equipment and software when a similarly equipped workstation is maintained at the office for the employee seeking a telecommuting option. Provision of equipment for a telecommuter will normally be an exceptional situation in which the cabinet-level administrator determines a clear benefit to the program and the employee has special needs. In such cases, an Equipment Use Agreement form must be completed and signed by the telecommuter, supervisor, and cabinet-level administrator.

B. Directors, Deans, Managers, and Supervisors

1. Determine if proposals for their employees to telecommuting are likely to contribute to the district's objectives, while maintaining or improving program efficiency, productivity, service, benefits, and safety conditions.
2. Ensure that employees who remain in the office are not burdened by being required to handle the telecommuter's regular assignments (i.e., answering telephone calls, dispensing information, etc.).
3. As for all other employees, provide specific, measurable, and attainable performance expectations for the telecommuter; define in detail, assignments, corresponding deadlines, and the quality of work expected.
4. Provide for employee training in use of equipment and software as required for the employee to function effectively and independently.
5. Inform employees that failure to comply with policy and procedures may because for terminating participation in the telecommuting program and/or possible disciplinary action.
6. Obtain cabinet-level administrator approval by submitting ~~all the~~ completed and signed Telecommute Agreement forms as a packet to the appropriate administrator for their consideration and signature.
7. If approved, provide employee with copies and maintain copies of the employee's ~~Safety Checklist, Supervisor's Checklist,~~ Telecommuting Agreement, and, if applicable, Equipment Use Loan Agreement.
8. Send original forms to Human Resources for placement in the employee's personnel file.

C. Telecommuters

1. When telecommuting is determined to be a viable work option, work with supervisor to develop an acceptable telecommuting agreement.
2. Abide by the provisions set forth in this Telecommuting Policy and Procedures.
3. Adhere to all applicable laws, rules, regulations, policies, and procedures regarding information security as outlined below in "Information Security."
4. Acquire the skills necessary to meet district requirements and operate independently from a telecommuting site.
5. Establish and maintain an acceptable ~~and safe home office~~work environment as outlined in "Work Environment Criteria" and "Setting Up an ~~Home Office~~". ~~(Employees are required to complete the "Safety Checklist" and certify to its accuracy annually when the Telecommuting Agreement is renewed.)~~
6. Establish, operate and maintain the ~~home office area~~, equipment, telephones, devices, and services associated with the telecommuting arrangement.
7. For district-owned equipment follow the guidelines in the Employee Equipment Loan agreement.~~Repair and/or replace at own expense any district-owned equipment that is damaged, lost, or stolen due to inattention; report damage, malfunction, loss or theft of any district-owned equipment to Business Services immediately; report damage, malfunction, loss or theft of any work-related equipment to the telecommuter's supervisor immediately.~~
8. Adhere to all district policies, with special attention to the Computer and Network Use policy 3720~~Electronic Communications policy 8990~~.
9. Do not hold any district business related meetings at the physical telecommuting site. Participation in district meetings will be in person at a district location or using technology such as Skype per the supervisor direction.
10. Comply with Tax laws. The district is not responsible for substantiating a telecommuter's claim of tax deductions for operation of a home office used to perform district work. Employees should seek advice from a tax advisor concerning home office deductions. However, if required by the IRS and if a copy of the employee/telecommuter's executed telecommuting agreement is not sufficient evidence, under limited circumstances this district will certify, if requested, as to the dates during which a Telecommuting Agreement between the college and the employee/telecommuter was in effect.

D. Human Resources Office

1. Assist employees and management in understanding the Telecommuting Policy and Procedures.

2. In coordination with the Technology Council and the Human Resources Council, maintain and update the Telecommuting Policy and Procedures as needed.
3. File appropriate paperwork (contract) in the employee's personnel file.

E. Information Technology Services (ITS)

1. Approve any district-purchased software or hardware installed for the telecommuting option to ensure that it is in accordance with software copyright laws and compatible with district hardware and software standards.
2. Provide general oversight regarding equipment and other information and computer needs associated with telecommuting. No direct support of employee-owned equipment or software is provided.
3. Provide guidelines defining the appropriate data communications equipment, computers, software and services for home-based telecommuting. In-house operations will take first priority.

V. TELECOMMUTING SCHEDULING

A. Regular Schedule

"Regular telecommuting" means an established schedule of days per week or month. A regular telecommuting schedule must be established prior to the start of the work arrangement and must be mutually agreed to by the employee and the supervisor. Any change in the agreed upon schedule must be approved by the supervisor, and when established, documented and appended to the Telecommuting Agreement. The supervisor and the telecommuter must take actions to prevent the telecommuter from becoming isolated from office staff. Schedule changes are to be approved by the appropriate cabinet-level administrator.

An employee must forego telecommuting if needed in the office on a regularly scheduled telecommuting day in order to meet the work goals of his or her unit or department, or the needs of the district. The employee may also be called in to the office when necessary to meet operational needs. The manager or supervisor should provide reasonable notice whenever possible. However, due to unforeseen circumstances or an immediate need, the employee may be required to report to the office without advance notice, as needed.

While working away from the office, employees must be accessible for communication (e.g., telephone, pager/text messages, Skype, e-mail, etc.). Supervisors are encouraged to allow for flexibility in the means for accessing a telecommuter. Full-time telecommuting is permissible only when necessary and

justified (e.g., to accommodate medical restrictions or disabilities) and depends on the needs of the job and demonstration of a clear benefit to program objectives and operations.

B. Temporary Schedule

Employees may be allowed to telecommuting on a temporary basis as their duty assignment permits. Circumstances that may be appropriate for “temporary” telecommuting included, but are not limited to:

- Special project work which requires a period of uninterrupted time.
- While all reasonable commute routes are blocked (i.e., major construction, storm, or disaster).
- Primary work site is inaccessible or uninhabitable.

A short-term, temporary telecommuting agreement between a supervisor and an employee does not require the completion of the Telecommuting Annual Agreement or Safety Checklist. The supervisor must send written notification specifying dates, times, and reasons to the cabinet-level administrator at the start of a temporary telecommuting schedule.

C. Hours of Work and Overtime

Terms and conditions of collective bargaining unit agreements would apply.

VI. CONSIDERATIONS

AD. Equipment, Software, Services, Maintenance, Repair, and Replacement

The district will not, as a standard, purchase computers, software, software licenses, telephones, Internet or phone services or office equipment such as printers, fax machines, calculators, or furniture for in-home telecommuting. In addition, the selection, installation, maintenance, repair or replacement of employee-owned equipment and software is the responsibility of the employee. Computer equipment should have a configuration that is compatible with the district’s information technology infrastructure. In the event of equipment malfunction, the telecommuter must notify his/her supervisor immediately. If repairs will take some time, the telecommuter may be asked to report to their district main office until the equipment is usable. District-owned equipment and services are to be used only for district business. The telecommuter must repair and/or replace at own expense any district-owned equipment that is damaged, lost, or stolen due to inattention.

BE. Work Environment Criteria

The opportunity to participate in a ~~home~~-telecommuting program is offered with the understanding that it is the responsibility of the employee to ensure that a proper work environment is maintained as follows:

1. Designate an area that allows for working in an office setting. Ensure that the equipment necessary to perform the work is in the designated area.

2. Make advance arrangements for dependent care to ensure a productive work environment. (Telecommuting is not intended to be a substitute for day care or other personal obligations.)
3. Keep personal disruptions such as non-business telephone calls and visitors to a minimum.
4. Obtain pre-approval from the supervisor for use of vacation time or sick leave to attend to family or home matters during home office hours.
5. Ensure that the ~~home~~-office is a safe place to work. See "Setting up An Home Office" below.

CF. Information Security

Security of confidential information is of primary concern and importance to the district. Telecommuters, like all district employees, are expected to adhere to all applicable laws, rules, regulations, policies, and procedures regarding information security. The following are basic information security guidelines:

1. Use district information assets only for authorized purposes, and ensure that confidential information is not disclosed to any unauthorized person.
2. Back up critical information on a regular basis to assure the information can be recovered if the primary source is damaged or destroyed.
3. Use "logon" passwords on all systems containing confidential information and keep those passwords secure.
4. Use the latest virus protection software on telecommuting systems used to prepare information for subsequent use on district systems.
5. Return material (paper documents, digital media~~diskettes~~, etc.) containing all confidential information to the district for proper handling or disposal, if necessary.
6. Adhere to copyright laws by not copying or sharing any district owned software utilized by telecommuters, and when no longer employed by the district, remove all such software from the home computer and return any software media to the college.

DG. Health and Safety

Failure to maintain a proper and safe work environment, in accordance with this policy, may be cause for terminating the telecommuting program for the employee. If an employee incurs a work-related injury in the approved "home office" portion of the house during telecommuting hours while telecommuting, workers' compensation laws and rules apply just as they would if such an injury occurred at the main office. However, if the injury occurs in another portion of the home, even if it occurs during telecommuting hours,

it will not be covered under workers' compensation laws. Employees must notify their supervisors immediately and complete all necessary documents regarding a work-related injury, or regarding an injury that occurred during working hours.

EH. Setting up an Home Office

It is important for all employees to maintain a healthy, safe and ergonomically sound work environment while working in the office or at a remote location. The major difference between the employer's office and the ~~home~~ remote office is ownership and control over the workplace.

~~A "Safety Checklist" must be completed by the potential telecommuter prior to the beginning of home telecommuting and all items must be reviewed and evaluated as being satisfactory by the employee's supervisor.~~

I. Protecting Data and Equipment

~~The following computer safeguards can prevent costly computer breakdowns and the loss of crucial data:~~

- ~~1. Position equipment away from direct sunlight or heat.~~
- ~~2. Place equipment on well-ventilated surfaces.~~
- ~~3. Dust the office space regularly and use dust covers.~~
- ~~4. Do not eat or drink near data or equipment.~~
- ~~5. Do not touch unprotected floppy diskette or CD-ROM surfaces or place heavy objects on diskettes.~~
- ~~6. Keep diskettes and CD-ROMs away from heat, dirt, smoke and moisture.~~
- ~~7. Keep all magnets, magnetic paper clip holders, fluorescent lamps and electric motors away from computer equipment and floppy diskettes.~~

J. Fire Protection

~~1. Smoke Detectors - The Health and Safety Code, Sections 13113.7 and 13113.8 require that dwellings be provided with smoke detectors. Employees are responsible for assuring home compliance with these requirements. Smoke detectors placed in the home work area must meet the following criteria;~~

- ~~a. The detector must be placed in a location, which monitors the work area, and any electronic equipment used to support telecommuting.~~
- ~~b. Must be approved by Underwriter's Laboratory (UL) and/or State Fire Marshall, and have a functional test mechanism.~~

~~c. Detectors should be tested at the time of installation and on a monthly basis. Detectors which are wired into the house electrical system and have a battery backup should be checked with main power both on and off. Battery operated detectors should be cleaned and equipped with fresh batteries, as recommended by the manufacturer.~~

~~2. Fire Extinguisher - The designated work area must be equipped with an UL approved ABC fire extinguisher with dry chemical agent capable of fighting Class "A," (Trash, Wood, Paper) "B," (Liquids), and "C" (Electrical Equip) type fires. Employees are responsible for assuring home compliance with this requirement. The fully charged extinguisher should be made easily and readily accessible near the work area (no more than 10 feet).~~

VII. TELECOMMUTING PROCEDURES

A. Checklists and Agreement

These procedures are to be followed prior to the start of a telecommuting schedule. The employee submits a verbal or written request to his/her immediate supervisor, who should discuss the proposal with his/her manager. If the proposal is viewed as having potential for approval, ~~the following steps should be followed:~~

~~1. A Safety Checklist is completed, signed, and dated by the employee.~~

~~2. The employee submits the signed Safety Checklist to his/her supervisor.~~

~~3. The supervisor either denies the Safety Checklist and returns it to the employee, or approves it and retains the signed form.~~

~~4. The supervisor completes the Supervisor's Checklist. The employee and supervisor sign and date the bottom of the form. The supervisor retains the signed form.~~

~~5. If applicable, the employee completes an Equipment Use Agreement (see IV.A.). The employee and supervisor sign and date the form. The supervisor retains the signed form. Approval is also required by the cabinet-level administrator.~~

~~6. The the supervisor or the employee completes a Telecommuting Agreement. The agreement is signed and dated by the telecommuter and the supervisor, who attaches all original forms and forwards the packet agreement for approval to the director/manager/dean and then to the cabinet-level administrator, who has final decision-making responsibility for approval of the Telecommuting Agreement. The cabinet-level administrator retains a copy of the Telecommuting Agreement and returns the packet to the supervisor.~~

~~7. If approved, the supervisor retains a copy of the signed telecommuting forms agreement, gives a copy to the employee, and forwards the packet of original forms agreement to Human Resources for placement in the employee's personnel file.~~

Approved: 10/10/07

Revised:

(Replaces Administrative Procedure 5980.01)

**INFORMATION ITEM**

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	First Reading: New Board Policy 7310, Favoritism	Item Number: 15.F.
Strategic Goal:	Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 2

BACKGROUND

New Board Policy 7310, Favoritism is legally advised. The board policy establishes that the district will make reasonable efforts to minimize any adverse impact on supervision, safety, security, morale, or personnel decisions. The new board policy 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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BP 7310

**Allan Hancock Joint Community College District
Board Policy
Chapter 7 – Human Resources**

BP 7310 FAVORITISM

The District does not prohibit the employment of relatives or domestic partners as defined by Family Code Sections 297 et seq. in the same department or division.

The District will make reasonable efforts to assign job responsibilities rather than to reassign or transfer employees to minimize any adverse impact on supervision, safety, security, morale, or personnel decisions. In such case as an adverse impact occurs, the District retains the right to reassign or transfer any person.

References: Government Code Sections 1090 et seq. and 12940 et seq.;
Family Code Sections 297 et seq.

Adopted:

(This is a new policy)

INFORMATION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Employee Resignations and Retirements	Item Number: 15.G.
Enclosures: Page 1 of 1	

BACKGROUND:

The superintendent/president has accepted the following:

Resignations

1. José Zaragoza, campus safety officer, campus police, effective May 14, 2018.

Mr. Zaragoza has been employed with the district since April 11, 2018.

2. Nicole Moses, office services technician I, EOPS/CARE/CAFYES & CalWorks, extended opportunity programs and services (EOPS), effective June 1, 2018.

Ms. Moses has been employed with the district since June 1, 2016.

3. Shannon Smith, instructional assistant, public safety department, effective May 26, 2018.

Ms. Smith has been employed with the district since February 14, 2018.

4. Luis Flores Gallardo, software development/system support specialist, information technology services, effective June 20, 2018.

Mr. Flores Gallardo has been employed with the district since March 1, 2004.

Administrator Initiating Item:

Kelly Underwood

Final Disposition:

INFORMATION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Health Benefits	Item Number: 15.H.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 1

Staff will provide an update on health benefit rates for the benefit period of October 1, 2018 through September 30, 2019 as well as progress on moving open enrollment for health benefits to a self-service model.

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Associate Faculty Status	Item Number: 15.I.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 1

In recognition of the service of long-standing part-time faculty members per Article 12 of the CFT/PFA Collective Bargaining Agreement, part-time faculty are eligible for Associate Faculty status when they meet the following criteria:

12.7.1 Part-time faculty who have completed fourteen (14) semesters of service at 0.40 or higher credit load per semester on average per academic year within a eight (8) year period within a specific credit discipline will become eligible to participate in the priority of assignment process in that discipline.

12.7.2 The part-time faculty member must have received satisfactory evaluations for the past three evaluation periods.

12.7.3 During the adjunct faculty member's twelfth (or later) semester of service within an eight (8) year period, the adjunct faculty member shall request, in writing, to the appropriate administrator and department chair her/his desire to initiate the Associate Faculty process.

When eligibility and application requirements are met, Associate Faculty rights shall begin at the beginning of the employee's seventeenth semester. Associate Faculty status for each of the employees named below will begin retroactive to spring semester 2018.

1. Claverie, Kellie – Fine Arts
2. Howard, Daniel – Industrial Technology
3. McKinley, Lisa – General Counseling
4. Payne, Daniel – Social and Behavioral Sciences
5. Reyes, Benjamin – Fine Arts
6. Sukrad, Wilma – English Department
7. Weiss, Cheryl – Fine Arts
8. Weyandt, Mary - English

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Quarterly Report on Volunteer Aides	Item Number: 15.J.
Strategic Goal: Goal SLS5: Nurture students	Enclosures: Page 1 of 1

BACKGROUND

California Education Code 72401 and Board Policy 7500 authorizes the use of volunteer aides to perform nonteaching work. Volunteer aides assist academic personnel in the performance of their teaching or administrative responsibilities. Volunteers do not receive salary or any other benefits available to employees of the district. However, in accordance with labor code section 3364.5, a volunteer is an employee for the purpose of workers' compensation benefits.

Volunteer services are being provided by the following:

<u>Name</u>	<u>Volunteer Period</u>	<u>Duties/Responsibilities</u>
Martinez, Carissa	7/1/18 – 12/20/18	Fulfill clinical/practicum/practice immersion experience
Nieves, Minerva	5/2/18 – 5/2/18	Assist high school students with registration

Administrator Initiating Item: Kelly Underwood	Final Disposition:
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INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Monthly Report, Associate Superintendent/Vice President, Academic Affairs	Item Number: 15.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 Academic Affairs will report on the items listed below in regards to academic affairs:

Spring 2018 Program Graduations & Recognition Ceremonies (*Goal SLS2: To support student access, achievement, and success.*) Congratulations to all of the 2018 Allan Hancock College graduates. Below are some of the graduations and recognition ceremonies that took place:

Athletics: Graduated nearly 60 student athletes on May 25, 2018.

Basic Law Enforcement Academy – Class #18-114: Graduated 13 students on Friday, June 8, 2018. The graduating recruits of Basic Academy Class #18-114 completed a comprehensive California Peace Officer Standards and Training (POST), 850-hour course of instruction, including patrol rifle training.

Community Education Recognition Ceremony: A joint effort between Noncredit Counseling, Campus Graphics, Public Affairs, and Community Education, the celebration honored 120 students who completed a variety of Community Education certificates.

CORE Custody Academy – Class 104: Graduated 10 students on Friday, May 4, 2018. The values explicit in the custody graduation could be applied equally throughout the public safety programs. The following six core values are emphasized, and it is the academy's expectation that each recruit internalize these values:

HONOR • DUTY • INTEGRITY • COURAGE • DISCIPLINE • COMPASSION

Dental Assisting: Recognized 24 students who completed the program on May 4, 2018.

Emergency Medical Services: Graduated 35 students on Friday, May 23, 2018.

Fire Academy - Battalion 141: Graduated 28 students on Friday, May 18, 2018. Cadets of Battalion 141 completed 624 hours of classroom and manipulative skills training, and through rigorous evaluation, have proven that they meet and exceed the State and National Certification Training Standards for Firefighter I Certification.

Medical Assisting: The ceremony recognized 25 students who completed the program on May 22, 2018.

Recreation Management: Graduated 15 students on May 25, 2018.

Administrator Initiating Item: Melinda Nish	Final Disposition:
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INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Monthly Report, Associate Superintendent/Vice President, Student Services	Item Number: 15.L.
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:

Summer/Fall 2018 Registration Underway (*Goal SLS2: To support student access, achievement, and success.*)

On April 30, 2018, registration began for summer and fall 2018. On May 14, registration opened for students concurrently enrolled in high school and college courses. All Student Services personnel joined forces to ensure access to these opportunities. Admissions and Records staff also processed the required paperwork that permits high school students to enroll. As of May 22, there were 282 dual-enrolled high school students registered for summer classes and 107 students are in wait-list status; for fall credit classes, there were 80 dual-enrolled students registered and very few are in wait-list status.

AHC Commencement (*Goal SLS2: To support student access, achievement, and success.*) The 97th annual AHC Commencement was held May 25, 2018. A record 1,009 students earned 1,527 degrees and 853 certificates; 435 students participated and walked across the stage! More information can be accessed at <https://tinyurl.com/y7bp6396>.

Transfer Update (*Goal SLS2: To support student access, achievement, and success.*) AHC increased its acceptance rate from 16% in 2017 to 29% in 2018. It is the largest increase in Region 6, yet several Region 6 schools experienced a decrease in their UCLA admit rate. For UCSB, our acceptance rate went from 59% for fall 2017 to 65% for fall 2018. The number of applicants also increased from 81 to 132.

UCLA Fall 2017 Overall Transfer Admission Statistics			
School	Applicants	Admits	Admit Rate
College of Letters & Science	16,679	4,974	30%
Engineering	3,498	425	12%
Theater, Film & Television	798	21	3%
Arts & Architecture	590	79	13%
Music	130	20	15%
Nursing	164	12	7%
UCLA Fall 2018 Transfer Admission Statistics by Community College			
Community College	Applicants	Admits	Admit Rate
Allan Hancock College	77	22	29%
Antelope Valley College	92	34	37%
College of the Canyons	361	83	23%
Cuesta College	85	18	21%
Moorpark College	434	136	31%
Oxnard College	72	16	22%
Santa Barbara City College	551	114	21%
Ventura College	152	39	26%

Administrator Initiating Item: Nohemy Ornelas	Final Disposition:
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INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Monthly Report, Vice President, Institutional Effectiveness	Item Number: 15.M.
Strategic Goal:	Goal IE2: Provide valid and reliable assessment of institutional processes in a consistent and timely manner.	Enclosures: Page 1 of 2

BACKGROUND

Recent Surveys (*Goal IE2: Provide valid and reliable assessment of institutional processes in a consistent and timely manner.*) Over the past few months the Office of Institutional Effectiveness administered the following surveys:

1. Community Education/Public Affairs – Survey requesting feedback on the Spectrum publication such as what do people use it for, is it aesthetically appealing, and what parts do they read.
2. University Transfer Center – Survey requesting feedback from students on preferred hours for workshops.
3. Foundation – A survey requesting feedback about the 2018 Scholarship Award Reception Banquet.
4. Student Health Services – A learning outcomes assessment survey assessing satisfaction after receiving student health services.
5. Dental Program – A survey was sent to all participating dental offices to evaluate professional behavior of the dental assistants in the program as part of their grade.
6. Fine Arts Department – A survey was sent out to all students requesting feedback about a potential mural on campus.
7. Writing Center – A survey was sent out to faculty requesting feedback about the Writing Center and to find out how the Writing Center could help faculty.

Employee Climate and Engagement Survey (*Goal IE2: Provide valid and reliable assessment of institutional processes in a consistent and timely manner.*) In addition to the in-house surveys, the Office of Institutional Effectiveness facilitated administration of an employee climate and engagement survey developed by the Korn Ferry Hay Group (KFHG). KFHG is a consulting firm that works with businesses and educational institutions to transform organizations into more productive and vital environments by improving employee engagement by providing committee employees with the right resources to be successful. The survey was administered to establish a baseline set of data to evaluate the LEAP Mentoring Program as well as provide an overall sense of college strengths and opportunities for improvement. The survey was comprised of 63 questions that mapped to 14 reporting dimensions. The primary dimensions of analysis are based on high performing work environments and include **engagement** and **enablement**. Engagement is the “want to” of work – are employees **committed** to the organization, and are they willing to put in **extra effort** for the good of the organization? Enablement is the “can do” of work – are employee **skills and abilities** fully utilized in their roles, and does the organizational **environment** support them in getting work done?

The KFHG consultants provided a report to a joint group of HR and Institutional Effectiveness Councils. Paul Murphy also shared results at College Council, Academic Senate, and the Admin Team. Paul Murphy attended an HR Council meeting to further discuss the results and possible action plans and follow up. Constituency groups were asked to review the PowerPoint presentation of survey results and discuss their interest in participating in small focus groups (facilitated by KFHG or other outside entities). A separate handout of an abbreviated presentation will be provided. Below is a short synopsis of the key results.

Administrator Initiating Item: Paul M. Murphy	Final Disposition:
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Strengths to Celebrate:

1. Commitment to high-quality student experience.
2. Colleagues feel aligned to the college strategic priorities.
3. Support for learning and development.
4. Positive views of the LEAP program.

Key Opportunities:

1. Performance Management.
2. Training.
3. Constrained resources limiting collaboration.
4. Relationships with senior leadership.

INFORMATION ITEM

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: Monthly Report, Executive Director, College Advancement	Item Number: 15.N.
Strategic Goal: Goal I1: Community Integration	Enclosures: Page 1 of 2

BACKGROUND

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

Scholarship Awards Reception (*Goal SLS2: To support student access, achievement, and success.*) The *Rising Stars Scholarship Banquet* held Thursday, May 24, 2018, was attended by more than 800 students, donors, and guests! The event returned to a BBQ dinner prepared by the Santa Maria Elks Lodge #1538 and included new *Rising Stars* branding throughout the gym. As is tradition, the focus of the evening recognized students and honored community donors for their generous and philanthropic spirit.



Bulldog Bound at the Elk's Rodeo: The college is once again a proud sponsor of the Santa Maria Elks Rodeo. This year, the college gave commemorative Bulldog Bound bandanas to more than 6,000 third-grade students from northern Santa Barbara and southern San Luis Obispo counties who attended the Mini Rodeo on Thursday, May 31. The event offered a great opportunity to introduce the college and the Bulldog Bound program to the next generation. The college will also operate a booth on the breezeway throughout the rodeo to further promote summer and fall registration, The Hancock Promise, Bulldog Bound, as well as our programs and services.

Commencement Rehearsal: More than 300 students turned out for the Commencement rehearsal ran by the Public Affairs and Communications office last Friday. The turnout surpassed the nearly 200 who participated in last year's rehearsal. Each student familiarized themselves with the ceremony and process and received a breakfast burrito. It was a sign of good things to come as more than 450 graduates donned their caps and gown to participate in the college's Commencement.

Administrator Initiating Item: Susan Houghton	Final Disposition:
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Billboard Advertising: For the first time in nearly one decade, the college has secured an advertising billboard in northern Santa Barbara County. The first billboard (see photo) went up on the 21st of this month near Main Street and Black Road. A new billboard will go up on Main and Blosser on June 18. The vendor rotates billboards and locations every 4-8 weeks.

End-of-Year Event Coverage: The Public Affairs and Communications office secured coverage from the local media of the college's major events in late May and early June: Fire Academy's graduation, the Scholarship Awards Banquet, 97th annual Commencement and Law Enforcement Academy graduation. Stories appeared on KSBY, KCOY, KEYT, Univision, Noozhawk, The Santa Maria Times, Lompoc Record, Santa Ynez Valley News, Santa Ynez Valley Star and Santa Maria Sun.

INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	Monthly Report, Associate Superintendent/Vice President, Finance and Administration	Item Number: 15.O.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

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 payments have been made and notices of dismissal of claims have been filed by and between the district, Sinanian, Kitchell, and SVA Architects.

Banner Update (*Goal IR2: To develop district financial resources adequate to support quality programs and services.*) The Banner Implementation Team was recognized as department of the year at the retirement and recognition celebration held in May. The team is fully engaged in testing and refining system processes in preparation to go live in July. Initial training for campus staff will begin in late June and continue through early fall. The project team will utilize the new portal to post training videos and reference documents as well as offer in person training. As with any large-scale project, there are many interdependent parts and implementation of some modules that may be scaled back as needed during the transition to ensure a successful project launch. Phase II of the project will pick up in the fall as additional support features are built out such as fixed assets, endowments, grants, travel, and additional employment related modules.

Fusion Training / Five-Year Plan Update (*Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.*) Rex Van Den Berg, Robert Adames, Aimee Camacho, and Michael Black are working with Eric Mittlestead, a facilities consultant, to update the facilities information in the Chancellor's Office Fusion database. This is a great training opportunity for staff to learn the Fusion software while updating the district's five-year construction plan, scheduled maintenance, and space inventory information.

Board of Trustees (*Goal IE1: To identify the institutional capacity to fulfill the college mission.*) Associate Superintendent/Vice President Michael Black would like to thank the board of trustees for their on-going support and commitment to the students, staff and mission of Allan Hancock College.

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

To: Board of Trustees	Date: June 12, 2018
From: Superintendent/President	
Subject: A Monthly Report on the Year-to-Date Financial Data for Various Funds	Item Number: 15.P.
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:

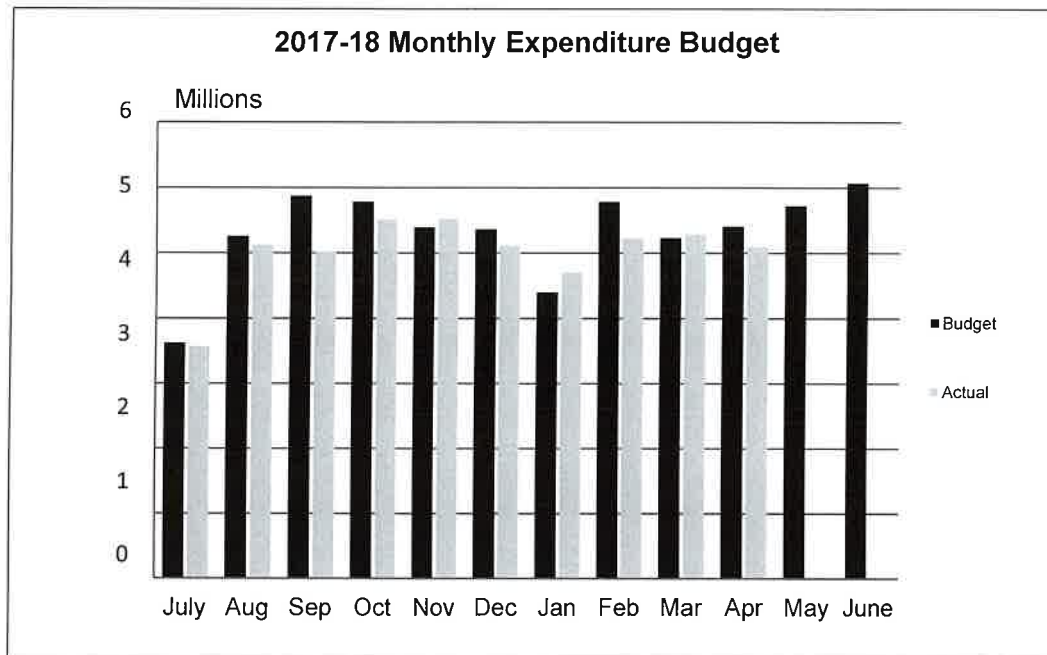
General Fund - Unrestricted
General Fund - Restricted
Child Development Fund
PCPA Fund
Capital Outlay Projects Fund
General Obligation Bond Building Fund
Dental Self-Insurance Fund
Health Exams Fund
Property and Liability Self-Insurance Fund
Post-Employment Benefits Fund
Other Post-Employment Benefits (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: Michael R. Black	Final Disposition:
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GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET
REVISED ADOPTED BUDGET

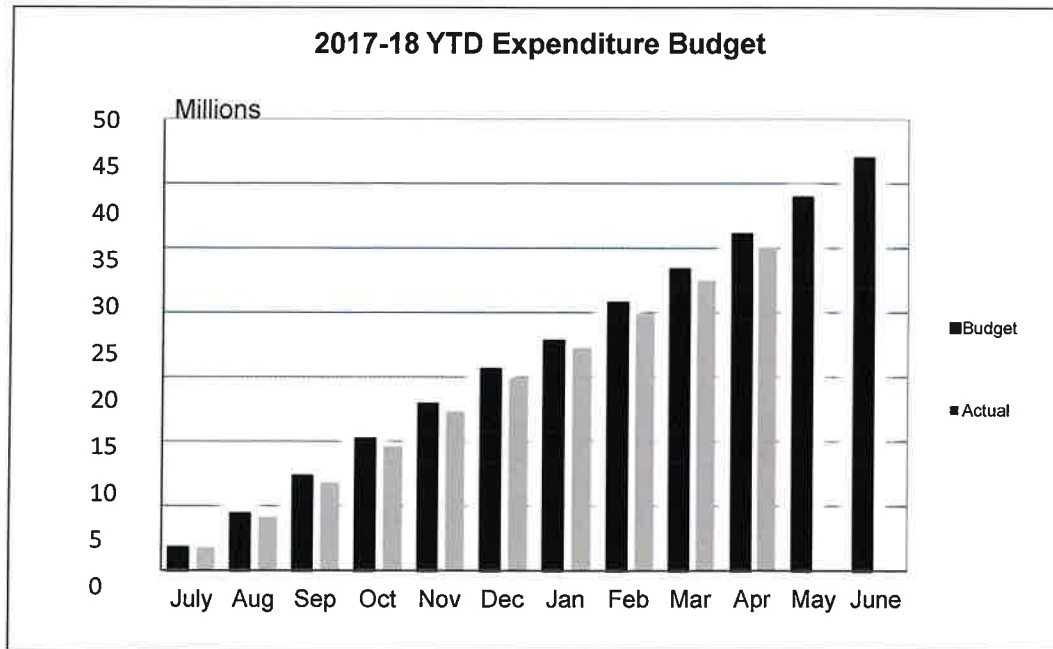
	April Budget	April Expenditures	Percentage Variance
Academic Salaries	2,177,697	2,155,272	98.97%
Classified Salaries	1,284,507	1,226,406	95.48%
Employee Benefits	1,013,768	935,182	92.25%
Supplies and Materials	127,330	119,488	93.84%
Other Operating Expenses	558,576	324,405	58.08%
Capital Outlay	118,578	68,763	57.99%
Other Outgo/Transfers	<u>277,604</u>	<u>271,632</u>	97.85%
	5,558,060	5,101,148	91.78%



GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET
REVISED ADOPTED BUDGET

Year to Date Expenditures

	July-April Budget	July-April Year to Date	Percentage Variance
Academic Salaries	20,603,990	20,270,358	98.38%
Classified Salaries	12,244,885	11,975,139	97.80%
Employee Benefits	9,881,933	8,963,937	90.71%
Supplies and Materials	1,190,607	998,912	83.90%
Other Operating Expenses	5,974,552	5,617,345	94.02%
Capital Outlay	891,568	838,715	94.07%
Other Outgo/Transfers	1,553,460	1,534,543	98.78%
	<u>52,340,995</u>	<u>50,198,949</u>	95.91%



Allan Hancock College Governmental Funds Group

General Fund

Income Statement by Fund

For Period Ending 04/30/2018

	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	34,039	99.53	2,521,204	1,282,110	50.85
State Revenues	43,571,906	35,287,925	80.98	18,010,688	14,748,616	81.88
Local Revenues	18,774,635	18,829,347	100.29	1,994,707	1,821,918	91.33
Total REVENUES	62,380,741	54,151,312	86.80	22,526,600	17,852,645	79.25
EXPENDITURES						
Academic Salaries	24,031,721	20,270,358	84.34	3,376,563	2,418,997	71.64
Classified Salaries	14,871,809	11,975,139	80.52	5,369,529	3,590,955	66.87
Employee Benefits	12,141,944	8,963,937	73.82	2,130,731	1,385,742	65.03
Supplies and Materials	1,547,035	998,912	64.56	2,111,755	837,284	39.64
Other Operating Expenses	8,163,814	5,617,345	68.80	7,233,154	3,206,757	44.33
Capital Outlay	1,167,584	838,715	71.83	1,703,905	1,086,242	63.75
Total EXPENDITURES	61,923,910	48,664,410	78.58	21,925,640	12,525,979	57.12
Excess of Revenues over (Under) Expenditures	456,831	5,486,902		600,959	5,326,666	
OTHER FINANCING SOURCES(USES)						
Other Financing Sources	1,793,944	551,422	30.73	100,828	104,659	103.80
Total OTHER FINANCING	1,793,944	551,422	30.73	100,828	104,659	103.80
OPERATING TRANSFERS OUT						
Other Outgo	1,999,721	1,534,543	76.73	1,175,089	1,040,231	88.52
Total OPERATING TRANSFERS OUT	1,999,721	1,534,543	76.73	1,175,089	1,040,231	88.52
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	251,054	4,503,781		(473,301)	4,391,094	
FUND BALANCE:						
Fund balance, July 1	10,613,176	10,613,176		13,320,924	13,320,922	
Current balance	10,864,230	15,116,957		12,847,622	17,712,017	

Allan Hancock College Governmental Funds Group

Child Development Fund

Income Statement by Fund

For Period Ending 04/30/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Federal revenues	350,147	254,161	72.58
State Revenues	474,290	389,209	82.06
Local Revenues	856,643	78,347	9.14
Total REVENUES	1,681,081	721,718	42.93
EXPENDITURES			
Academic Salaries	281,185	212,866	75.70
Classified Salaries	270,009	303,422	112.37
Employee Benefits	125,020	75,095	60.06
Supplies and Materials	351,874	35,138	9.98
Other Operating Expenses	192,755	24,187	12.54
Capital Outlay	327,271	26,954	8.23
Total EXPENDITURES	1,548,117	677,664	43.77
Excess of Revenues over (Under) Expenditures	132,963	44,053	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	0	27,622	0.00
Total OTHER FINANCING SOURCES(USES)	0	27,622	0.00
OPERATING TRANSFERS OUT			
Other Outgo	8,216	13,544	164.83
Total OPERATING TRANSFERS OUT	8,216	13,544	164.83
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	124,746	58,132	
FUND BALANCE:			
Fund balance, July 1	261,959	261,958	
Current balance	386,705	320,091	

ALLAN HANCOCK COLLEGE
SPECIAL REVENUE FUND
STATEMENT OF REVENUES AND EXPENSES
FOR THE PERIOD ENDING 04/30/2018

	Rounded to the Nearest Dollar PCPA BUDGET	PCPA ACTUAL	% BUDGET
	=====	=====	=====
REVENUES:			
Earned income			
Ticket Revenue	1,609,050	1,230,725	76.49%
Handling	53,000	42,924	80.99%
Concessions	35,000	23,291	66.54%
Advertising	50,000	43,823	87.65%
Touring	43,700	24,180	55.33%
Other	14,000	35,704	255.03%
Total Earned Income	1,804,750	1,400,646	77.61%
Contributed Income			
Individual sources	399,550	261,957	65.56%
Fundraisers	180,000	65,971	36.65%
Corporations	35,000	24,700	70.57%
Foundations	361,746	148,148	40.95%
Total contributed income	976,296	500,775	51.29%
Allan Hancock College	<u>1,426,949</u>	<u>1,175,000</u>	<u>82.34%</u>
Total revenues	4,207,995	3,076,421	73.11%
EXPENSES:			
Production	2,157,230	1,877,810	87.05%
Conservatory	69,546	49,178	70.71%
Scholarships	663,410	523,404	78.90%
Administration	284,613	206,400	72.52%
Development	197,693	144,902	73.30%
Marketing	471,993	352,019	74.58%
Box office	271,076	223,291	82.37%
Concessions	20,200	8,524	42.20%
Outreach/YPP	72,234	60,288	83.46%
Total expenses	<u>4,207,995</u>	<u>3,445,817</u>	<u>81.89%</u>
EXCESS OF REVENUES OVER EXPENSES	0	-369,396	
Outside events (net)	0	6,180	
FUND BALANCE			
Balance, July 1	<u>472,981</u>	<u>472,981</u>	
Current balance	<u>472,981</u>	<u>109,765</u>	

Allan Hancock College Governmental Funds Group

Capital Outlay Projects Fund

Income Statement by Fund

For Period Ending 04/30/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
State Revenues	1,627,167	696,563	42.80
Local Revenues	1,177,936	681,986	57.89
Total REVENUES	<u>2,805,103</u>	<u>1,378,549</u>	<u>49.14</u>
EXPENDITURES			
Supplies and Materials	2,314	1,050	45.36
Other Operating Expenses	23,762	63,013	265.17
Capital Outlay	5,212,702	1,495,264	28.68
Total EXPENDITURES	<u>5,238,779</u>	<u>1,559,327</u>	<u>29.76</u>
Excess of Revenues over (Under) Expenditures	(2,433,676)	(180,778)	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	247,960	40,000	16.13
Total OTHER FINANCING SOURCES(USES)	<u>247,960</u>	<u>40,000</u>	<u>16.13</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>(477,965)</u>	
FUND BALANCE:			
Fund balance, July 1	7,122,647	7,122,647	
Current balance	<u>3,837,221</u>	<u>6,644,681</u>	

Allan Hancock College Governmental Funds Group

Gen Oblig Bonds Building Fund

Income Statement by Fund

For Period Ending 04/30/2018

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	25,000	35,996	143.98
Total REVENUES	<u>25,000</u>	<u>35,996</u>	<u>143.98</u>
EXPENDITURES			
Supplies and Materials	151	0	0.00
Other Operating Expenses	131,362	3,845,617	2,927.48
Capital Outlay	646,341	(2,778,450)	(429.87)
Total EXPENDITURES	<u>777,855</u>	<u>1,067,167</u>	<u>137.19</u>
Excess of Revenues over (Under) Expenditures	(752,855)	(1,031,171)	
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	<u>(752,855)</u>	<u>(1,031,171)</u>	
FUND BALANCE:			
Fund balance, July 1	1,610,993	1,399,180	
Current balance	<u>858,137</u>	<u>368,009</u>	

ALLAN HANCOCK COLLEGE PROPRIETARY FUNDS GROUP
INTERNAL SERVICE FUNDS
INCOME STATEMENT BY FUND
FOR PERIOD ENDING 04/30/2018

	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	708.956	1.600	3.120	4.000	9.709	151.000	135.359
Total Revenues	<u>752.000</u>	<u>708.956</u>	<u>1.600</u>	<u>3.120</u>	<u>4.000</u>	<u>9.709</u>	<u>151.000</u>	<u>135.359</u>
EXPENDITURES:								
Classified salaries	0	0	0	0	0	0	0	0
Employee benefits	0	0	139.031	30.921	0	0	304.167	153.168
Supplies and materials	0	0	0	0	0	0	0	0
Contracted services	750.000	650.830	0	0	263.000	1.632	0	0
Capital outlay	0	0	0	0	0	0	0	0
Total Expenditures	<u>750.000</u>	<u>650.830</u>	<u>139.031</u>	<u>30.921</u>	<u>263.000</u>	<u>1.632</u>	<u>304.167</u>	<u>153.168</u>
EXCESS REVENUES OVER (UNDER) EXPENDITURES	2.000	58.126	-137.431	-27.801	-259.000	8.078	-153.167	-17.809
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>58.126</u>	<u>-137.431</u>	<u>-27.801</u>	<u>-259.000</u>	<u>8.078</u>	<u>-153.167</u>	<u>-17.809</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>1,449,748</u>	<u>252,185</u>	<u>361,815</u>	<u>906,979</u>	<u>1,174,057</u>	<u>0</u>	<u>135,359</u>

BENEFIT TRUST COMPANY
AS TRUSTEE FOR ALLAN
HANCOCK COMMUNITY COLLEGE
DISTRICT

TRUST EB FORMAT

Statement Period
Account Number 04/01/2018 through 04/30/2018
115150007100

Summary Of Fund

MARKET VALUE AS OF 04/01/2018

EARNINGS

NET INCOME CASH RECEIPTS
FEES AND OTHER EXPENSES
REALIZED GAIN OR LOSS
UNREALIZED GAIN OR LOSS
TOTAL EARNINGS

12,738.79
6,988.60 -
23.96 -
1,235.07 -

4,491.16

9,537,182.35

TOTAL MARKET VALUE AS OF 04/30/2018

9,541,673.51

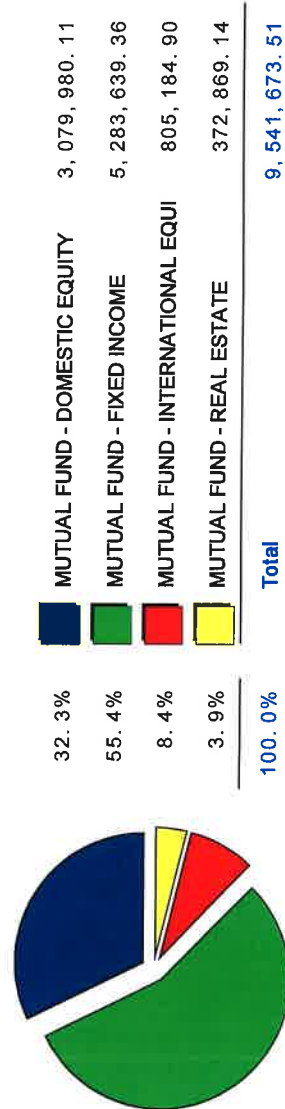
TRUST EB FORMAT

Statement Period
Account Number 04/01/2018 through 04/30/2018
115150007100

Asset Summary As Of 04/30/2018

DESCRIPTION	MARKET VALUE	AVG COST	% OF PORT
MUTUAL FUND - FIXED INCOME	5,283,639.36	5,334,881.68	55
MUTUAL FUND - DOMESTIC EQUITY	3,079,980.11	2,777,711.63	32
MUTUAL FUND - INTERNATIONAL EQUITY	805,184.90	651,186.52	8
MUTUAL FUND - REAL ESTATE	372,869.14	391,818.68	4
TOTAL INVESTMENTS	9,541,673.51	9,155,598.51	
CASH	11,728.77		
DUE FROM BROKER	0.00		
DUE TO BROKER	11,728.77		
TOTAL MARKET VALUE	9,541,673.51		

Ending Asset Allocation



ALLAN HANCOCK COLLEGE FIDUCIARY FUNDS GROUP
TRUST AND AGENCY FUNDS
INCOME STATEMENT BY FUND
FOR PERIOD ENDING 04/30/2018

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	35,339	0	135,651	0	17,299
Gifts and contributions	0	0	0	8,368	0	4,975
Other local revenue	0	150	0	6,169	0	3,885
Interest	5	35	9	383	1,286	29
Miscellaneous revenue	11,857,448	0	19,140	11,694	35,543	10,680
Total Revenues	11,857,453	35,524	19,149	162,265	36,829	36,868
EXPENDITURES:						
Salaries	0	0	0	2,689	0	0
Employee benefits	0	0	0	0	0	0
Supplies and materials	0	134,647	-8	65,913	0	12,950
Contracted services	0	60,325	15,411	39,184	0	15,151
Capital outlay	0	0	0	1,292	4,935	354
Total Expenditures	0	194,972	15,403	109,078	4,935	28,454
EXCESS REVENUES OVER (UNDER) EXPENDITURES	11,857,453	-159,448	3,746	53,187	31,894	8,413
OTH FIN SRCS (USES):						
Operating Transfers IN	325,951	182,047	0	3,240	0	3,400
Operating Transfers OUT	12,094,619	15,134	0	3,340	0	8,220
Total Oth Fin Srcs (Uses)	-11,768,668	166,913	0	-100	0	-4,820
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES AND OTHER USES	88,785	7,464	3,746	53,087	31,894	3,593
FUND BALANCE:						
Fund balance, July 1	21,600	70,380	20,362	912,369	136,760	66,044
Current balance	110,385	77,845	24,108	965,456	168,654	69,637

Allan Hancock College Governmental Funds Group

Scholarship and Loan Trust Fnd

Income Statement by Fund

For Period Ending 04/30/2018

	<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 04/30/2018

	Cash Admin	Rounded to the Nearest General Operations	Dollar Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
REVENUE:							
Contributions	0	137,097	291,832	367,158	1,489,204	0	2,285,291
Contributions non-cash	0	0	0	0	0	0	0
District Grant Contributions	0	45,887	0	0	0	0	45,887
Interest and dividends	0	29,102	0	0	0	664,345	693,447
Gain/Loss on sale of investments	0	385	0	0	0	341,421	341,806
Change in asset portfolio	0	-988	0	0	0	723,790	722,801
Other Local Revenues	0	49,080	16,887	0	0	0	65,967
Total revenue	0	260,563	308,719	367,158	1,489,204	1,729,555	4,155,199
EXPENDITURES:							
Scholarships	0	0	0	501,341	0	0	501,341
Student Assistance	0	0	19,820	1,392	0	0	21,212
District/College Support	0	0	69,800	0	0	600,080	669,880
PCPA Support	0	5,000	5,000	74,648	0	0	84,648
Salaries	0	202,929	3,586	0	0	0	206,515
Employee benefits	0	22,132	0	0	0	0	22,132
Supplies and materials	0	81,979	54,150	0	0	0	136,129
Contracted personal services	0	5,350	500	0	0	0	5,850
Travel and conference	0	20,178	36,759	0	0	0	56,937
Memberships and permits	0	525	1,402	0	0	0	1,927
Technology Services	0	0	0	0	0	0	0
Telephone	0	546	0	0	0	0	546
Contracts and leases	0	61,650	7,545	0	0	0	69,195
Postage and advertising	0	8,471	15,327	0	0	0	23,798
Bank/brokerage charges	0	16,363	207	0	0	155,890	172,459
Bad debt expense	0	0	125	0	0	0	125
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	432,427	216,572	577,381	0	755,970	1,982,350
Net income(loss)	0	-171,864	92,147	-210,223	1,489,204	973,585	2,172,849
OTHER FINANCING SOURCES/OUTGO:							
Transfers in	0	250,287	28,964	47,530	85,320	1	412,102
Transfers out	0	55,152	40,009	41,453	55,000	220,488	412,102
Net transfers	0	195,136	-11,046	6,077	30,320	-220,487	0
Net inc/dec in fund bal	0	23,272	81,101	-204,146	1,519,524	753,098	2,172,849
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	221,917	1,674,831	500,369	20,380,782	3,676,178	26,454,077

AHC Viticulture & Enology Foundation Fund
Income Statement
For Period Ending 4/30/2018

REVENUES	<u>Budget</u>	<u>Actual</u>
Contributed Gifts/Grants/Endw	35,000	26
Non-Cash Contributions	0	7,639
Other Local Revenues	0	0
Net Revenue	35,000	7,665
WINE OPERATION		
Sales & Commissions	30,294	17,884
Less: Returns & Allowances	0	-200
Less: Sales Discounts	-6,750	-2,131
Net Sales	23,544	15,553
Less: Cost of Goods Sold	-11,890	-7,233
Gross Profit	11,654	8,321
Total Revenues	46,654	15,986
EXPENDIURES		
Bank Service Charges	0	23
Cash Over and Short	0	15
Equipment	5,000	1,779
Facility Leases	100	100
Food Supplies	1,000	462
Freight	0	134
In-Kind Supply Expense	12,000	7,639
Indep Contractor (Individuals)	500	1,600
Insurance	100	100
Inventory Allocation Expense	-40,500	-25,199
Land Lease	400	400
Merchant Fees	0	158
Misc Operating Expenses	0	534
Non-Tech Licenses,Permits,Fees	1,200	1,693
Office/Operational Supplies	8,000	7,143
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	10,532
Technology Hosting Services	0	410
Technology Services	200	201
Technology Supplies	0	0
Classified Salaries	15,000	0
In Kind-Legal Fees	150	0
Fngprnt/Bckgrnd/Psy Tst/Poly	0	0
District/College Support	0	0
Advertising	2,000	0
Total Expenditures	31,350	16,020
Net Income(Loss)	15,304	-34
FUND BALANCE		
Fund Balance, July 1	131,051	131,051
Current Balance	146,355	131,017

INFORMATION ITEM

To:	Board of Trustees	Date: June 12, 2018
From:	Superintendent/President	
Subject:	A Status Report on Bond Measure I and Fine Arts Phase II	Item Number: 15.Q.
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

As of May 31, 2018

Bond Measure I 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	\$31,190	\$11,326,870	\$0	100%	Summer 2018
Total		0	\$31,190	\$11,326,870	\$0		

Bond Measure I Fine Arts Complex (Initial Phase)							
Project Name & Phase	BMI Funding	Other Funding	Encumbered	Expended	Balance	Project Percentage Complete	Projected Occupancy or Completion
Fine Arts Complex I	\$2,830,485	0	\$6,262	\$2,824,223	\$0	N/A	See phase II
Total		0	\$6,262	\$2,824,223	\$0		

Fine Arts Complex Phase II							
Project Name & Phase	Proposed Bond Funding TBD	State and Patricia Boyd Funding	Encumbered	Expended	Balance	Project Percentage Complete	Projected Occupancy or Completion
Fine Arts Complex II	\$14,000,000	\$34,000,000	\$2,174,325	\$943,575	\$44,882,100	2%	October 2021
Total		\$34,000,000	\$2,174,325	\$943,575	\$44,882,100		

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

Bond Measure I Capital Construction Projects					
Project Name	BMI Funding	Other Funding	Encumbered	Expended	Balance
Public Safety Complex	\$37,930,509	\$5,000 Private Donation	\$14,063	\$39,510,930	(\$1,589,484)
One Stop Student Services Center	20,560,907	16,558,250 State Funding	34,677	37,898,031	(813,551)
Childcare Center Addition	8,371,957	150,000 Orfalea Grant	0	8,521,475	482
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 Capital Project Fund	11,781	25,010,222	531,517
Total Capital Projects	\$92,279,140	\$17,213,250	\$60,521	\$111,245,710	(\$1,376,401)

Bond Measure I 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



JUNE 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11 Summer Classes Begin 6 & 8 Week Sessions	12 6:00 p.m. Board of Trustees Meeting	13	14 <i>The Hunchback of Notre Dame</i> through July 8 Solvang Festival Theatre	15	16 <i>Summerfest</i> Solvang Festival Theatre
17	18	19	20	21	22	23
24	25	26	27	28 <i>Vanya & Sonia & Masha & Spike</i> through July 7 Marian Theatre	29	30

ALLAN HANCOCK COLLEGE



JULY 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 <i>Vanya & Sonia & Masha & Spike</i> through July 7 Marian Theatre	2	3	4 Independence Day College Closed	5	6	7
8	9	10 6:00 p.m. Board of Trustees Meeting	11	12	13	14
15	16	17	18 <i>Mamma Mia!</i> through July 20 Marian Theater 6 Week Classes end	19 6 Week Final exams	20	21
22	23	24	25	26	27	28
29	30	31				