
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

Agenda

Regular Board Meeting
Tuesday, October 8, 2019

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

Allan Hancock College - Lompoc Valley Center
Public Safety Training Complex
Building 2 – Room - 122 - Tour of Children’s Center 5:00 p.m.
Building 5 - Room 5-111 - Closed Session - 5:20 p.m.
Building 5 - Room 5-109 - Open Session - 6:00 p.m.
One Hancock Drive
Lompoc, CA 93436

- | | <u>Page</u> | <u>Tent.
Time</u> |
|--|-------------|-----------------------|
| 1. Call to Order - Building 2 – Room – 2-122 | | 5:00 PM |
| 1.A. Tour Children’s Center | | |
| 2. Call to Order – Building 5 - Room 5-111 | | |
| 2.A. Public Comment to Closed Session | | |
| <p>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. <i>Please note that Board members are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda.</i> 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 <u>Request to Address the Board of Trustees</u> form and provide it to the superintendent/president <u>prior</u> to this part of the agenda.</p> | | |
| 3. Adjourn to Closed Session | | 5:20 PM |
| 3.A. Discipline/Dismissal/Release of Public Employee (1 case) (Govt. Code §54957) | | |
| 3.B. Evaluation of the Superintendent/President | | |
| 3.C. Conference with Labor Negotiator – (Government Code §54957.6) | | |

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

Agency designated representative: Dr. Kevin Walthers
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: Dr. Kevin Walthers
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.

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|-----|--|---|
| 9. | Approval of Minutes | |
| | 9.A. Approval of Minutes from the September 10, 2019 regular board meeting. | 8 |
| 10. | Presentation | |
| | 10.A. Strong Workforce Program | |
| | Margaret Lau, dean, academic affairs, will give an update on the Strong Workforce Program. | |
| | 10.B. Changing the Odds | |
| | Dr. Walthers will share a Changing the Odds moment. | |

	<u>Page</u>	<u>Tent. Time</u>
11. Consent Agenda		6:15 PM
<p>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.</p>		
11.A. Register of Warrants Supplemental Payroll 08/01/19 and Regular Payroll 08/31/19	16	
<p>A recommendation that the board of trustees approve commercial warrants.</p>		
11.B. Authorization to Declare District Property as Surplus	18	
<p>A recommendation that the board of trustees declare the item listed to be surplus and authorize disposal of the item through the appropriate procedures.</p>		
11.C. Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	20	
<p>A recommendation that the board of trustees approve part-time faculty appointments, regular faculty overload, and special assignments/stipends.</p>		
11.D. Outside the United States Travel Request	32	
<p>A recommendation that the board of trustees authorize outside the United States travel for Brian Stokes to attend the American Anthropological Association Annual Meeting in Vancouver, Canada on November 19-23, 2019 and Nancy Jo Ward to attend the Arte Firenze exhibition honoring the art and design of Leonardo da Vinci in Florence, Italy on October 17-26, 2019.</p>		
11.E. Short-Term/On-Call, Substitute, and Professional Expert Appointments Exempt from Classified Service	33	
<p>A recommendation that the board of trustees approve the short-term, substitute, and professional expert appointments exempt from classified service as presented.</p>		

	<u>Page</u>	<u>Tent. Time</u>
11.F. Appointments, Transfers, and Promotions of Classified Service Employees	35	
<p>A recommendation that the board of trustees approve the transfers of Fabiola Cardona, office services technician II (grants) NSF (National Science Foundation) S-STEM ENGAGE (Engineering Neighbors: Gaining Access, Growing Engineers) grant, effective November 1, 2019 through September 30, 2023, or earlier per district need, and contingent upon continued funding; and Patty Van Nest, accounting services technician II, business services, effective January 1, 2020; and approve the appointments of Lori Westfall, laboratory assistant, tutorial/open access computer lab (OACL), learning resources, effective October 9, 2019; Lillian Edmondson, laboratory assistant, writing center, learning resources, effective October 9, 2019; Monica Maldonado Ramirez, counseling assistant, student services, effective October 9, 2019, and contingent upon continued funding; Dylan Gitchell, technical support specialist I, information technology services, effective October 10, 2019; and Patricia Prado Rios, student success outreach/retention specialist, Student Equity Achievement Program (SEAP), effective October 9, 2019.</p>		
11.G. Out-of-Classification Assignments of Classified Service Employees	37	
<p>A recommendation that the board of trustees approve the continuation of out-of-classification assignment of Theresa Avila, grants analyst II, institutional grants, retroactive to October 1, 2019 through December 31, 2019, or earlier per district need, and contingent upon continued funding; and approve the out-of-classification assignments of Keli Seyfert, auxiliary accounting supervisor, auxiliary accounting, retroactive to September 1, 2019 through September 30, 2019; Chris McGuinness, public information specialist, public affairs and communications, retroactive to July 1, 2019 through December 31, 2019, or earlier per district need; Catalina Armijo-Staugaard, coordinator, cashier services and student accounts, auxiliary accounting, retroactive to October 1, 2019 through June 30, 2020, or earlier per district need; and Cheryl Hamlin, accounting services technician II, business services, retroactive to October 1, 2019 through February 28, 2020, or earlier per district need.</p>		
11.H. Coaching Appointments and Stipends	39	
<p>A recommendation that the board of trustees approve coaching appointments and stipends as presented, or earlier per district need.</p>		

	<u>Page</u>	<u>Tent. Time</u>
11.I. Appointment of Temporary Nontenure-Track Faculty Members	40	
<p>A recommendation that the board of trustees approve the appointments of Erin Krier, temporary, coordinator/nontenure-track faculty, Agriculture Program, life and physical sciences, retroactive to July 1, 2019 through May 31, 2020, or earlier per district need, and contingent upon continued funding; and Anjali Misra temporary, nontenure-track faculty, Industrial Hemp Research Project, life and physical sciences, retroactive to August 14, 2019 through May 31, 2020, or earlier per district need, and contingent upon continued funding.</p>		
11.J. New and/or Revised Classified Bargaining Unit Job Descriptions	42	
<p>A recommendation that the board of trustees approve the revised classified bargaining unit job descriptions accounting services technician II, business services; and accounting services technician III, business services, as presented.</p>		
12. Oral Reports		6:35 PM
12.A. Superintendent/President's Report		
12.B. Board Member Reports		
12.C. Association Reports		6:45 PM
1) Academic Senate		
2) California School Employees Association		
3) Associated Student Body Government		
4) AHC Foundation		
5) Management Association		
6) Part-Time Faculty Association		
7) Faculty Association		
13. Action Items		7:15 PM
13.A. Academic Policy and Planning Committee Curriculum Summary	49	
<p>A recommendation that the board of trustees adopt the curriculum additions and changes reflected in the summary report of the Academic Policy and Planning Committee.</p>		
13.B. Faculty Emeritus Status	89	
<p>A recommendation that the board of trustees approve the list of faculty to be included in Faculty Emeriti.</p>		

	<u>Page</u>	<u>Tent. Time</u>
13.C. Authorization to Use Reserved Mandate Block Grant Funding	90	
<p>A recommendation that the board of trustees authorize the transfer of \$200,000 from the Mandate Block Grant Reserve to the facilities budget for the replacement of vehicles and equipment identified in the list provided.</p>		
13.D. Authorization to Borrow up to 60 Percent of the District’s Net Equity in the Self-Insured Program for Employees (SIPE) Workers’ Compensation Joint Powers Authority (JPA)	93	
<p>A recommendation that the board of trustees authorize the district to borrow up to 60 percent of the district’s net equity in the SIPE workers’ compensation JPA if needed for cash flow purposes.</p>		
13.E. Adoption of the 2019-20 Education Protection Account Expenditure Plan	94	
<p>A recommendation that the board of trustees adopt the 2019-20 Education Protection Account Expenditure Plan.</p>		
13.F. Resolution 19-35, Authorizing Elimination of Categorically-Funded Portion of Classified Position	97	
<p>A recommendation that the board of trustees adopt resolution 19-35 regarding lay-off, reassignment, and/or change of status of the designated partially categorically-funded classified bargaining unit position. This 12-month position will be reduced from 100 percent to sixty (60) percent, resulting in a forty (40) percent layoff effective at the close of business on December 31, 2019.</p>		
13.G. New and/or Revised Management Job Descriptions	99	
<p>A recommendation may be made that the board of trustees approve a new job description sports information director/assistant athletic director. If a recommendation is made, a revised board agenda item will be presented.</p>		
13.H. Rejection of Claim	100	
<p>A recommendation that the board of trustees reject the claim of Christian Betancourt.</p>		

	<u>Page</u>	<u>Tent. Time</u>
14. Information		7:50 PM
14.A. Grant Proposals Submitted	101	
A report on grant proposals submitted.		
14.B. Employee Resignations and Retirements	102	
The superintendent/president has accepted the retirement of Rose Newton, accounting services technician II, business services, effective December 31, 2019.		
14.C. Monthly Report, Associate Superintendent/Vice President, Academic Affairs	103	
14.D. Monthly Report, Associate Superintendent/Vice President, Student Services	104	
14.E. Monthly Report, Vice President, Institutional Effectiveness	105	
14.F. Monthly Report, Executive Director, College Advancement	107	
14.G. Monthly Report, Associate Superintendent/Vice President, Finance and Administration	108	
14.H. A Monthly Report on the Year-to-Date Financial Data for Various Funds.	109	
15. Calendar	131	
16. Adjournment		

The next regular meeting of the board of trustees will be held on Tuesday, November 12, 2019. Closed session begins at 5:00 p.m. Open session begins at 6:00 p.m.

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



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

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE
DISTRICT
BOARD OF TRUSTEES**

Minutes
Regular Board Meeting
Tuesday, September 10, 2019

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

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

1. Call to Order

Trustee Zacarías called the meeting to order at 5:30 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 5:30 p.m.

4. Reconvene to Open Session

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

5. Action Taken in Closed Session

Trustee Zacarías reported the board of trustees voted unanimously to reject a claim of alleged wrongful termination.

6. Pledge of Allegiance

Ms. Leslie Torres, first-generation college student, led the audience in the pledge of allegiance.

7. Approval of Agenda as Presented

On a motion by Trustee Lahr, seconded by Trustee Hall, the board 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

Michell Machado, part-time counselor, shared details of a recent Field to Table - Week of Welcome event associated with the Guided Pathways initiative. She said the event was a collaboration between various departments that included culinary arts, viticulture, agriculture, and nutrition. New incoming students and their parents in those programs toured the campus and met faculty. She believes the event was successful and hopes other departments collaborate on similar projects.

Gustavo Enriquez, former Extended Opportunity Programs and Services (EOPS) director, explained why he resigned from his position.

9. Approval of Minutes

9.A Approval of Minutes from the August 13, 2019 regular board meeting.

On a motion by Trustee Lahr, seconded by Trustee Hall, the board of trustees voted unanimously to approve the minutes for the August 13, 2019 regular board meeting as submitted. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

9.B Approval of Minutes from the August 13, 2019 special board meeting.

On a motion by Trustee Lahr, seconded by Trustee Hall, the board of trustees voted unanimously to approve the minutes for the August 13, 2019 special board meeting as submitted. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

10. Presentation

10.A. Extended Opportunity Programs and Services (EOPS) Update

Mary Dominguez, student services dean, provided an update on recent EOPS activities. She spoke to the mission of the program and offered a list comprehensive list of services offered. She noted there has been a 29 percent increase in EOPS participants and there is a wide variety of students receiving services. She reported 1,100 students have received EOPS funding. She shared an overview of degrees earned by EOPS

students and the amount of students that have transferred to universities. All student services departments have added one evening and one Saturday to the schedule to better serve students. She added student services will assist formerly incarcerated students to attend college. She said staff plans an annual banquet to acknowledge students.

10.B. Changing the Odds

Dr. Walthers said a high school honor/advanced placement student decided to attend Hancock College instead of going to a 4-year college because of the positive changes made. He also mentioned another student lost her way after her father passed and eventually returned to Hancock. Staff were able to help her with books and connected her to key support services on campus. She is dedicated to finishing her degree. Dr. Walthers reported Cracker Barrel established a \$10,000 endowment to help culinary arts students.

11. Consent Agenda

On a motion by Trustee Lahr, seconded by Trustee Hall, 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 attended the Joe White fundraising dinner, and other college related events. He said Mitch McCann and Eric Smith are working on another option for the burn building at Public Safety Center. In the interim, the building is being used for various emergency exercises. He added Diane Bergantz, payroll supervisor, and others have worked on resolving late salary payments for some part-time faculty. He noted everyone has been paid and staff will have a system in place soon to track payments better.

Trustee Hilker requested an update on the status of locks at the Public Safety Training Center.

12.B. Board Member Reports

Heidi Mendiola said some of the board members went to Hancock Hello. She attended trustee training, met other students and was glad to know that other colleges are having lots of problems we do not.

Trustee Hall attended a Lompoc meeting and asked for volunteers for the college. He will attend the quarterly schools meeting hosted by the City of Santa Maria.

Trustee Hilker received three applications to work at his place of business and noted all had attended Hancock College.

Trustee Lahr was unable to attend the Joe White dinner. He did attend All Staff and was glad to see so many new hires.

Trustee Pensa will attend the quarterly state trustee meeting in Sacramento next week.

Trustee Zacarías attended All Staff. She thanked everyone for supporting all the new hires. She also plans to attend the quarterly schools meeting.

12.C. Association Reports

1) Faculty Association

Roger Hall said one of his goals as association president was to improve and repair relations with administration and believes they are making good progress. He pointed out they recently met with Dr. Walthers, Mr. Smith, and Mr. Ramirez and thinks the meeting was productive. He noted negotiations do not have to be confrontational. He added bookstore concerns were discussed.

2) Academic Senate

Trevor Passage held his first meeting as the new Academic Senate president. Still sourcing goals from senate set for itself. One of his goals is to increase his knowledge of shared governance.

3) California School Employees Association

Dorine Mathieu shared the executive board has met over the summer and added four members were delegates to a conference in Las Vegas. They are working on classification requests and look forward to “sun shining” their contract requests.

4) Associated Student Body Government

Tyler Little reported there are 32 students in leadership class. He said over 1800 students were helped at the information booths during the first few days of class. He reviewed a list of events ASBG hosted. He announced he was elected as vice president for Region 6 Student Senate of California Community Colleges.

5) AHC Foundation

No report was given.

6) Management Association

Mitch McCann thanked all the employees who work very hard to get things done. He acknowledge their support in making departments successful.

7) Part-Time Faculty Association

Monique Segura said the association is preparing for upcoming negotiations. The new Academic Senate president plans to attend one of their meetings.

13. Action Items

13.A. Acceptance of Grants Approved

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

13.B. 2019-20 State Scheduled Maintenance Plan, District Project Priority Order

On a motion by Trustee Pensa, seconded by Trustee Lahr, the board of trustees accepted the 2019-20 State Scheduled Maintenance Plan, District Project Priority Order. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.C. Public Hearing for the 2019-20 Allan Hancock Joint Community College District Budget

Trustee Zacarías opened the public hearing.

No comment was made.

Trustee Zacarías closed the public hearing.

13.D. Adoption of the 2019-20 Allan Hancock Joint Community College District Budget

Eric Smith presented detailed information on the 2019-20 budget.

On a motion by Trustee Lahr, seconded by Trustee Hilker, the board of trustees adopted the 2019-20 Allan Hancock Joint Community College District Budget. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.E. Approval of Proprietary Construction Items as District Building Standards

On a motion by Trustee Pensa, seconded by Trustee Hall, the board of trustees approved the list of proprietary construction items pursuant to Public Contact Code Section 3400 (C) (2). (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.F. Resolution 19-32, Appointment of District Representative and Alternate to the Bay Area Community College Districts Joint Powers Agency Board

On a motion by Trustee Pensa, seconded by Trustee Lahr, the board of trustees adopted Resolution 19-32, Appointment of District Representative and Alternate to the Bay Area Community College Districts Joint Powers Agency Board. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.G. Resolution 19-33, Appropriations Limit for the 2019-20 Fiscal Year

On a motion by Trustee Pensa, seconded by Trustee Hall, the board of trustees adopted Resolution 19-33, Appropriations Limit for the 2019-20 Fiscal Year. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.H. Authorized Signature Forms for the 2019 Calendar Year and Resolution 19-34, Delegation of Governing Board Powers and Duties

On a motion by Trustee Lahr, seconded by Trustee Hall, the board of trustees approved the authorized signature forms for the 2019 calendar year and adopt Resolution 19-34, Delegation of Governing Board Powers and Duties. (Ayes: Hall, Hilker, Lahr, Pensa, Zacarías; Noes: None; Absent: None; Student Advisory Vote: Concur)

13.I. Contract Update for Superintendent/President

On a motion by Trustee Lahr, seconded by Trustee Pensa, the board of trustees approved the amendment to the superintendent/president's employment agreement. (Ayes: Hall, Lahr, Pensa, Zacarías; Noes: Hilker; Absent: None; Student Advisory Vote: Concur)

14. Information Items

14.A. Grant Proposals Submitted

Dr. Hooten gave a brief report on proposals submitted.

14.B. Employee Resignations and Retirements

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

14.C. Volunteer Aides

Dr. Walthers shared a report on volunteer aides.

14.D. Associate Faculty Status

Dr. Walthers noted Mark Rosenthal, is a new member of the associate faculty at Hancock College.

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

Dr. Curry noted a protective detail for the Mexican president attended training at the Public Safety Training Center.

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

In Dr. Ornelas' absence, Dr. Walthers shared the report.

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

Dr. Murphy noted the initial funding for the Week of Welcome ended, but the strategies and successes from the initiative were revived this year with support from the Guided Pathways Grant. This year the effort was expanded to include a unique group of incoming students. He thanked everyone involved in that event. He briefly reviewed upcoming Guided Pathways activities.

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

Dr. Hooten announced there will be a new graphics identity standard. He noted there are graphic guidelines for Hancock mascot Spike. He plans on obtaining a program to help track alumni. He said a mountain lion sighted at the Lompoc Valley Center and staff were asked to take precautions.

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

Associate Superintendent Smith is working with UCSB Economic Forecast to prepare a study to support a local business preference policy for public works

projects. He said repairs on the gym bleachers is complete as well as the repaving of parking lot 3.

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

Associate Superintendent Smith noted the new 2019-20 budget was presented for review.

15. New Business

Trustee Hilker requested an update on the materials Mr. Enriquez provided.

16. Calendar

Dr. Walthers shared events from the calendar. He noted the next board meeting will be held at the Lompoc Valley Center and invited everyone to the new Dream Center opening.

17. Adjournment

Trustee Zacarías adjourned the meeting at 7:30 p.m.



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

CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Register of Warrants	Item Number: 11.A.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2 Full Warrant Register online

BACKGROUND:

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

GENERAL FUND 9410		
INVOICE WARRANTS	\$ 2,447,536.64	
PAYROLL 8/1/19 – 8/31/19	5,416,569.23	
TOTAL GENERAL FUND		\$ 7,864,105.87
CHILD DEVELOPMENT FUND 9433		
INVOICE WARRANTS	1,618.85	
PAYROLL 8/1/19 – 8/31/19	62,975.19	
TOTAL CHILD DEVELOPMENT FUND		64,594.04
GO BOND CLEARING FUND 9446		
INVOICE WARRANTS	0.00	
TOTAL GO BOND CLEARING FUND		0.00
GO BOND BUILDING FUND 9447		
INVOICE WARRANTS	41,175.44	
TOTAL GO BOND BUILDING FUND		41,175.44
CAPITAL OUTLAY PROJECTS FUND 9441		
INVOICE WARRANTS	393,306.00	
TOTAL CAPITAL OUTLAY PROJECTS FUND		393,306.00
SELF INSURANCE DENTAL FUND 9461		
INVOICE CHECK	69,403.00	
TOTAL SELF INSURANCE DENTAL FUND		69,403.00
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	0.00	
TOTAL SELF INSURANCE HEALTH FUND		0.00
SELF INSURANCE PROPERTY/LIABILITY FUND 9463		
INVOICE WARRANTS	0.00	
TOTAL SELF INSURANCE PROPERTY/LIABILITY FUND		0.00
<u>GRAND TOTAL ALL FUNDS</u>		<u>\$ 8,432,584.35</u>

RECOMMENDATION:

Staff recommends that the board of trustees approve commercial warrants 25010414 through 25011016 for a subtotal of \$2,953,039.93, and payroll warrants in the amount of \$5,479,544.42, for a grand total of \$8,432,584.35.

Administrator Initiating Item: Eric D. Smith	Final Disposition:
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ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
08/01/2019 - 08/31/2019
Payroll

General Fund 10

100 Academic Salaries

1100A	Academic Salaries Full Time	1,501,732.18
1100B	Administrators (Cert.) Non Teaching	212,456.49
1100D	Part Time Faculty	898,320.25
SUB TOTAL		<u>\$2,612,508.92</u>

200 Classified Salaries

2000A	CSEA	1,090,995.76
2000B	Confidential/Supervisory	143,887.93
2000C	Classified Administrators	165,002.96
2000E	Classified Hourly	163,196.40
2000F	Student Workers	100,320.38
SUB TOTAL		<u>\$1,663,403.43</u>

300 Employee Benefits

3000A	STRS	347,596.19
3000B	PERS	283,847.72
3000C	OASDHI-FICA	147,769.34
3000D	Health & Welfare	328,782.88
3000E	EDD-SUI	1,974.75
3000F	Workers Comp	30,686.00
SUB TOTAL		<u>\$1,140,656.88</u>

TOTAL FUND 10		<u>\$5,416,569.23</u>
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Child Development Fund 33

100 Academic Salaries

1100A	Academic Salaries Full Time	17,294.01
1100D	Part Time Faculty	5,207.80
SUB TOTAL		<u>\$22,501.81</u>

200 Classified Salaries

2000A	CSEA	5,272.74
2000E	Classified Hourly	2,450.00
2000F	Student Workers	23,548.58
SUB TOTAL		<u>\$31,271.32</u>

300 Employee Benefits

3000A	STRS	3,165.57
3000B	PERS	693.19
3000C	OASDHI-FICA	2,136.82
3000D	Health & Welfare	2,801.42
3000E	EDD-SUI	17.76
3000F	Workers Comp	387.30
SUB TOTAL		<u>\$9,202.06</u>

TOTAL FUND 33		<u>\$62,975.19</u>
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TOTAL DISTRICT PAYROLL		<u>\$5,479,544.42</u>
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Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
AHC - Associated Student Body	2019-20 Annual Bookstore Support for ASBG	\$50,000.00	
		\$50,000.00	CT 25010414
AHC Foundation	Payroll Deduction 7/31/2019	\$2,127.00	
		\$2,127.00	CT 25010415
Allan Hancock College Boosters Inc	RODEO TEAM DINNER AUCTION SPONSORSHIP	\$1,000.00	
		\$1,000.00	CT 25010416
Amazon	Science Lab Supplies July 1, 2019-May 31, 2020.	\$56.90	
	Diagnostic and Statistical Manual of Mental	\$551.65	
	Rubbermaid Cart	\$511.12	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$61.97	
		\$1,181.64	CT 25010417
Howard Amborn	2% District Contribution 7.1.2019-6.30.2020	\$2,008.54	
		\$2,008.54	CT 25010418
American Fidelity - Med Reimbursement	Insurance Premiums for July 2019	\$5,854.13	
		\$5,854.13	CT 25010419
American Fidelity - VOL INS	Insurance Premiums for July 2019	\$12,865.18	
		\$12,865.18	CT 25010420
Aramark Uniform Services	TOWEL RENTAL	\$42.40	
		\$42.40	CT 25010421
Assoc CA Community College Admin	Payroll Deduction for payroll dated 7/31/2019	\$109.00	
		\$109.00	CT 25010422
Assoc Of California Community	2019-20 ACCCA Annual Membership Due 7/1/19-6/30/20	\$357.00	
		\$357.00	CT 25010423
Atkinson Andelson Loya Ruud And Romo	Public Construction Project	\$5,000.00	
	Hemp Research Agreement	\$2,346.75	
		\$7,346.75	CT 25010424
Juan Aviles	2019 Summer Research	\$339.97	
		\$339.97	CT 25010425
Aleyda Bautista	2019 Summer Research	\$339.97	
		\$339.97	CT 25010426
Alexis Betancourt	2019 Summer Research	\$339.97	
		\$339.97	CT 25010427
Dennis Bethke	2% District Contribution 7.1.2019-6.30.2020	\$2,309.13	
		\$2,309.13	CT 25010428
Big Systems	Campus Graphics Consumables - Wideformat supplies	\$329.42	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$329.42	CT 25010429
Bill'S Drapery Service	Labor Charge Per Invoice 36106	\$75.00	
		\$75.00	CT 25010430
Jacqueline Brunello	2% District Contribution 7.1.2019-6.30.2020	\$1,458.56	
		\$1,458.56	CT 25010431
Burnham Insurance Services	ACA Consulting Services 7.1.2019-6.30.2020	\$3,250.00	
		\$3,250.00	CT 25010432
Ca Community College Chief	2019-2020 CCCCIO Membership Dues for Robert Curry	\$300.00	
		\$300.00	CT 25010433
Canon Financial Services Inc	Lease Contract Charges for Duplo DC 646	\$980.73	
		\$980.73	CT 25010434
Sinead Carney	Perform Research with CAFES SURP	\$1,325.00	
		\$1,325.00	CT 25010435
Carr's Boot Shop	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
		\$625.00	CT 25010436
Helen Carroll	2% District Contribution 7.1.2019-6.30.2020	\$1,619.52	
		\$1,619.52	CT 25010437
CDW Government Inc	Dell Latitude 7200 2-in-1 i5, 8GB RAM, 256 SSD	\$1,604.70	
	Recycle Fee	\$5.00	
	Dell Chromebook 3400 14"	\$334.60	
	Recycle Fee	\$5.00	
	MacBook Air i5 8GB RAM 256 SSD	\$1,322.92	
	Recycle Fee	\$5.00	
	Recycle Fee	\$5.00	
	Microsoft Surface Pro 6 i5 8GB RAM 256 SSD	\$1,231.43	
	Microsoft Surface Pro Type Cover	\$104.78	
	Owl Labs Meeting MTW100 Video Conferencing Device	\$777.68	
	StarTech 4 Port USB 2.0 over CAT6 Extender	\$298.91	
	Owl Labs Meetings Camera	\$1,555.36	
	Logitech USB Headset H390	\$262.12	
	SIIG Woven Braided Cable HDMI 6.6ft	\$19.80	
	SIIG Woven Braided Cable HDMI 16.4ft	\$28.80	
	Kramer KW-14 Wireless HDMI Transmitter	\$1,052.17	
	Chief Short Throw Mount	\$315.09	
		\$8,928.36	CT 25010438
Noe Chavez	2% District Contribution 7.1.2019-6.30.2020	\$2,211.17	
		\$2,211.17	CT 25010439
City Of Santa Maria	Water Services and Disposal Site 7.1.18 - 6.30.19	\$2,048.89	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$512.22	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$4,052.55	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
City Of Santa Maria	Water Services and Disposal Site 7.1.18 - 6.30.19	\$1,013.14	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$6,859.18	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$1,714.80	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$600.46	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$150.12	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$1,473.22	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$368.30	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$105.10	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$26.28	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$1,325.03	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$331.26	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$4,577.94	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$1,144.48	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$97.98	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$24.49	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$173.67	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$43.42	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$154.55	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$38.64	
	Water Services and Disposal Site 7.1.18 - 6.30.19	\$1,263.95	
Water Services and Disposal Site 7.1.18 - 6.30.19	\$315.99		
		\$28,415.66	CT 25010440
Lillian Clary	2% District Contribution 7.1.2019-6.30.2020	\$2,327.52	
		\$2,327.52	CT 25010441
Briseida Colores	2019 Summer Research	\$339.97	
		\$339.97	CT 25010442
Comcast Cable	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$175.91	
		\$175.91	CT 25010443
	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$41.05	
		\$41.05	CT 25010444
Computerland Of Silicon Valley	Creative Cloud All Apps Higher Ed ETLA Site Lic	\$9,691.13	
	Creative Cloud All Apps Higher Ed ETLA Site Lic	\$29,073.37	
		\$38,764.50	CT 25010445
Mikayla Connolly	2019 Summer Research	\$339.97	
		\$339.97	CT 25010446
Rebecca Corey	REIMBURSE FOR INSTRUCTIONAL SUPPLIES	\$45.33	
		\$45.33	CT 25010447
Kenneth Coxon	2% District Contribution 7.1.2019-6.30.2020	\$1,886.60	
		\$1,886.60	CT 25010448
Henry Davis	2% District Contribution 7.1.2019-6.30.2020	\$2,433.96	
		\$2,433.96	CT 25010449
Joanna Davis	12.1-8.18 mileage reissued	\$68.45	
		\$68.45	CT 25010450
DexYP	Santa Maria Frontier Directory July-Dec 2019	\$26.50	

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$26.50	CT 25010451
Cynthia Diaz	Strengthening Student Success Conf-reissued part of 12.5.19 check reissued	\$486.89 \$840.43	
		\$1,327.32	CT 25010452
Douglas Dickson	Reimbursement for stamps for graduation invites.	\$55.00	
		\$55.00	CT 25010453
Virginia Domingues	2% District Contribution 7.1.2019-6.30.2020	\$1,754.12	
		\$1,754.12	CT 25010454
Earth Systems Pacific	Preliminary underground utility locating Fine Arts Underground utility locating by potholing	\$6,287.50 \$1,650.00	
		\$7,937.50	CT 25010455
Amber Eckert	Perform Research with CAFES SURP	\$1,325.00	
		\$1,325.00	CT 25010456
ECMC	Payroll Deduction for payroll dated 7/31/2019	\$344.67	
		\$344.67	CT 25010457
Gustavo Enriquez-Fernandez	ACCCA Admin 101 conference	\$326.20	
		\$326.20	CT 25010458
Envoy Plan Services Inc.	Payroll Deduction for payroll dated 7/31/2019	\$60,209.25	
		\$60,209.25	CT 25010459
FACCC Fac Assoc CA Comm Colleges	Payroll Deduction for payroll dated 7/31/2019	\$210.00	
		\$210.00	CT 25010460
Faculty Association of AHCC	Payroll Deduction for payroll dated 7/31/2019	\$240.21	
		\$240.21	CT 25010461
Federal Express Corp	Mailings for Acct #1104-8488-7 7.1.19 - 6.30.20	\$71.61	
		\$71.61	CT 25010462
Michele Feltman	2nd Re-issue of Stale Dated Ck #01861178 12/13/201	\$31.00	
		\$31.00	CT 25010463
Ferguson Enterprises Inc	Plumbing Supplies. 07-01-19 thru 5-31-20	\$353.44	
	Plumbing Supplies. 07-01-19 thru 5-31-20	\$81.78	
	Plumbing Supplies. 07-01-19 thru 5-31-20	\$165.39	
		\$600.61	CT 25010464
Ferrilli	Estimated Travel & Expenses	\$1,129.16	
		\$1,129.16	CT 25010465
Fire Service Specification & Supply	Travel charges	\$235.00	
	Oil Hydraulic 1 gallon VG15	\$43.10	
	Travel charges	\$100.00	
		\$378.10	CT 25010466
Fisher Scientific Co Llc	Science Lab Supplies July 1, 2019-May 31, 2020.	\$232.32	

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$232.32	CT 25010467
Foodbank Of Santa Barbara County	Food Supplies For Children Cntr 7-1-19 to 8-1-19	\$45.60	
		\$45.60	CT 25010468
James Forrester	2% District Contribution 7.1.2019-6.30.2020	\$1,758.53	
		\$1,758.53	CT 25010469
John Forsmark	2% District Contribution 7.1.2019-6.30.2020	\$1,758.12	
		\$1,758.12	CT 25010470
Franchise Tax Board	Payroll Deduction for payroll dated 7/31/2019	\$1,270.68	
		\$1,270.68	CT 25010471
Grainger Inc.	Maintenance Supplies, 07-01-19 thru 05-31-20	\$45.68	
		\$45.68	CT 25010472
Anthony Guzman	Reimbursement for instructional supplies for	\$18.22	
		\$18.22	CT 25010473
Jordan Haddad	Perform Research with CAFES SURP	\$1,325.00	
		\$1,325.00	CT 25010474
Hardy Diagnostics	Science Lab Supplies July 1, 2019-May 31, 2020.	\$518.55	
		\$518.55	CT 25010475
Health Services Assoc Ca Comm Colleges	Membership Renewal Regular voting Health Svs Assoc	\$150.00	
	Membership Renewal Associate non-voting	\$50.00	
	Membership Renewal Associate non-voting for	\$50.00	
	Membership Renewal Associate non-voting for	\$50.00	
	Membership Renewal Associate non-voting for	\$50.00	
		\$350.00	CT 25010476
Gloria Henneberger	2% District Contribution 7.1.2019-6.30.2020	\$1,845.18	
		\$1,845.18	CT 25010477
Beatriz Inclan	2% District Contribution 7.1.2019-6.30.2020	\$2,938.68	
		\$2,938.68	CT 25010478
Candia Katich	2% District Contribution 7.1.2019-6.30.2020	\$2,183.88	
		\$2,183.88	CT 25010479
Norm Katz	Pre-Employment Psychological Screening - Brooke	\$450.00	
		\$450.00	CT 25010480
Keenan & Associates	Fine Arts Gallery - Insurance Coverage	\$1,365.00	
		\$1,365.00	CT 25010481
Kelly Paper Co	Campus Graphics Consumables - Paper	\$393.16	
	Campus Graphics Consumables - Paper	(\$389.55)	
		\$3.61	CT 25010482
Anne Kollath	2% District Contribution 7.1.2019-6.30.2020	\$2,021.16	
		\$2,021.16	CT 25010483

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
L.N. Curtis & Sons	UB20 BLOWER EXHAUSTER	\$1,921.61	
		\$1,921.61	CT 25010484
Itzayana Lainez-Rojas	2019 Summer Research	\$339.97	
		\$339.97	CT 25010485
Bilma Lazaro Herrera	2019 Summer Research	\$339.97	
		\$339.97	CT 25010486
Steven Lewis	2% District Allocation 7.1.2019-6.30.2020	\$2,378.40	
		\$2,378.40	CT 25010487
Liebert Cassidy Whitmore	General Legal Counsel November 1, 2018 through	\$4,923.07	
	General Legal Counsel November 1, 2018 through	\$9,128.00	
		\$14,051.07	CT 25010488
Jacqueline Lopez-Murguia	2019 Summer Research	\$339.97	
		\$339.97	CT 25010489
LOVARC	Fee Agreement for Summer	\$281.30	
		\$281.30	CT 25010490
Lynn Music	REPAIR AND MAINTENANCE FOR BAND INSTRUMENTS	\$2,760.00	
		\$2,760.00	CT 25010491
Anay Machuca	2019 Summer Research	\$339.97	
		\$339.97	CT 25010492
Marian Regional Medical Center Foundation	VINEYARDS & VISTAS ANNUAL DINNER SPONSORSHIP	\$5,000.00	
		\$5,000.00	CT 25010493
Mcgraw-Hill/Aleks	Aleks K-12 6-12 5 Month Subscription	\$2,530.00	
		\$2,530.00	CT 25010494
Kirsten Mertz	Reissue 12.5.18 check	\$28.82	
		\$28.82	CT 25010495
Bahman Mesri	2% District Allocation 7.1.2019-6.30.2020	\$2,166.96	
		\$2,166.96	CT 25010496
Metropolitan Life Insurance Co	INSURANCE PREMIUMS JULY 2019	\$5,795.92	
		\$5,795.92	CT 25010497
Mission Uniform Service	Dickies Insulated Eisenhower Jackets size XL	\$95.13	
	Dickies Insulated Eisenhower Jackets size L	\$142.70	
	Dickies Insulated Eisenhower Jackets size 2XL	\$95.13	
	Dickies Insulated Eisenhower Jackets size 3XL	\$47.57	
	Embroidery on all jackets, text only	\$80.14	
	Uniform Services and Towels, 7-01-19 thru 5-31-20	\$32.80	
		\$493.47	CT 25010498
Montana SDU Child Support	PAYROLL DEDUCTION 7.31.19	\$154.19	
		\$154.19	CT 25010499
Ricardo Montiel	2019 Summer Research	\$339.97	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$339.97	CT 25010500
Matthew Morales	2019 Summer Research	\$339.97	
		\$339.97	CT 25010501
Robert Nichols	2% District Contribution 7.1.2019-6.30.2020	\$1,994.48	
		\$1,994.48	CT 25010502
Amber Novelo	2019 Summer Research	\$339.97	
		\$339.97	CT 25010503
Office Depot	Office/Operational supplies	\$195.73	
		\$195.73	CT 25010504
Cathie Ortiz	2019 Summer Research	\$339.97	
		\$339.97	CT 25010505
Mary Osborne	2% District Contribution 7.1.2019-6.30.2020	\$2,275.99	
		\$2,275.99	CT 25010506
Packet Fusion Inc	Labor	\$1,000.00	
		\$1,000.00	CT 25010507
PARS Public Agency Retirement	PAYROLL DEDUCTION 7.31.19	\$14,375.13	
		\$14,375.13	CT 25010508
Part Time Faculty AHC - Member	PAYROLL DEDUCTION 7.31.19	\$6,207.12	
		\$6,207.12	CT 25010509
PCPA Foundation	PAYROLL DEDUCTION 7.31.19	\$50.00	
		\$50.00	CT 25010510
Donald Philbin	2% District Contribution 7.1.2019-6.30.2020	\$2,082.46	
		\$2,082.46	CT 25010511
Play It Again Sports	WEIGHTED BASEBALL SET OF 3 #CHPCBB7AS	\$205.53	
	PRO WEIGHTED BALL 3 SETS OF 3 #PWS1004-345	\$326.25	
	TC ATOMIC BALL #TCSTCB120	\$176.18	
		\$707.96	CT 25010512
Praxair Distribution Inc.	Cylinder Demurrage Charges, 7-1-19 thru 06-30-20	\$98.25	
		\$98.25	CT 25010513
Prestosports Inc	Initial Fee - Website Accessibility - ADA Redesign	\$1,500.00	
		\$1,500.00	CT 25010514
ProCare Janitorial Supply, Inc.	Dry-Erase Markers, Expo, Low Odor,Black, SAN 80001	\$1,847.66	
	White Board Erasers, Expo, SAN81505	\$442.40	
	Custodial Supplies-Lompoc. 07-01-19 thru 05-31-20	\$870.96	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$1,402.41	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$155.97	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$1,102.36	
		\$5,821.76	CT 25010515
Christian Przybyla	Perform Research with CAFES SURP	\$1,325.00	

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$1,325.00	CT 25010516
Pyramed Health Systems	PyraMed Annual Maintenance Support and Enhancement	\$13,883.70	
		\$13,883.70	CT 25010517
Ruben Ramirez	ACHRO/EEO Leadership Academy	\$733.98	
		\$733.98	CT 25010518
Rayne Water Conditioning	Reverse Osmosis for Buildings: J,K,M,N,CBC,S2,R2	\$55.90	
	Reverse Osmosis for Buildings: J,K,M,N,CBC,S2,R2	\$163.95	
		\$219.85	CT 25010519
Rays Auto Parts	oil filter item #7502 invoice #531616	\$8.27	
	mobil oil 5W20 item #103008	\$61.01	
		\$69.28	CT 25010520
Norma Razo	2% District Contribution 7.1.2019-6.30.2020	\$2,165.88	
		\$2,165.88	CT 25010521
Readyrefresh By Nestle	Water Delivery Service for Bldgs. 0 and P	\$154.78	
		\$154.78	CT 25010522
Elizabeth Regan	2% District Contribution 7.1.2019-6.30.2020	\$2,305.60	
		\$2,305.60	CT 25010523
Kathryne Rich	2% District Contribution 7.1.2019-6.30.2020	\$1,114.86	
		\$1,114.86	CT 25010524
Stephanie Robb	ACCCA Admin 101 conference	\$226.20	
		\$226.20	CT 25010525
Marco Sanchez-Zuno	2019 Summer Research	\$339.97	
		\$339.97	CT 25010526
Santa Barbara County Sheriff's Office	PAYROLL DEDUCTION 7.31.19	\$342.49	
		\$342.49	CT 25010527
Santa Maria Ford/Mitsubishi	Tire Pressure Monitoring Sensor Kit	\$72.75	
		\$72.75	CT 25010528
Santa Maria Public Airport District	Central Coast AirFest Sponsorship	\$1,000.00	
	Central Coast AirFest Sponsorship	\$1,000.00	
		\$2,000.00	CT 25010529
Save Mart Supermarkets	Food Supplies for Children Cntr 7-1-19 to 8-1-19	\$60.97	
		\$60.97	CT 25010530
Scholarship College Savings	PAYROLL DEDUCTION 7.31.19	\$30.00	
		\$30.00	CT 25010531
Jennifer Schwartz	Arts Data Management Conference	\$0.00	
	Arts Data Management Conference	\$1,666.69	
		\$1,666.69	CT 25010532
Sehi Computer Products Inc.	HPE Aruba 10G SFP+ LC SR 300m MMF Transceiver	\$706.88	

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$706.88	CT 25010533
Shoes For Students	SHOES FOR STUDENTS GOLF TOURNAMENT SPONSORSHIP	\$2,500.00	
		\$2,500.00	CT 25010534
Solvang Theaterfest Inc.	CLINT BLACK CONCERT SPONSORSHIP OCT 3, 2019	\$2,500.00	
		\$2,500.00	CT 25010535
Source Graphics	Campus Graphics Consumables - Wide Format Supplies	\$1,519.65	
		\$1,519.65	CT 25010536
Southern California Gas Co	Gas Supply 7.1.19-6.30.20	\$841.90	
	Gas Supply 7.1.19-6.30.20	\$210.48	
		\$1,052.38	CT 25010537
Sport & Cycle Team Athletics Inc	10" POCKETED SHORTS	\$1,412.66	
	HOODIES	\$2,660.03	
	STANDARD SHAPE KNEE PADS (PAIRS)	\$208.54	
	INFLATING NEEDLES (12/LONG, 12/SHORT)	\$10.18	
	FB HELMET PUMPS	\$97.81	
	SHIPPING	\$265.30	
	CANOPY WEIGHT PLATES SET OF 4 #20018222	\$424.13	
	SHIPPING	\$89.23	
		\$5,167.88	CT 25010538
State Center Community College District	P1903575	\$361.58	
		\$361.58	CT 25010539
Janet Stollberg	2% District Contribution 7.1.2019-6.30.2020	\$1,483.46	
		\$1,483.46	CT 25010540
Strata Information Group	Consultant labor and travel January-June 2019	\$9,091.32	
		\$9,091.32	CT 25010541
STRS Cash Balance Plan, MS#20	PAYROLL DEDUCTION 7.31.19	\$15,915.38	
		\$15,915.38	CT 25010542
Subway	Food for Noncredit Registration Workshop	\$203.65	
		\$203.65	CT 25010543
Texas Life Insurance Co.	INSURANCE PREMIUMS JULY 2019	\$4,305.96	
		\$4,305.96	CT 25010544
TG	PAYROLL DEDUCTION 7.31.19	\$201.81	
		\$201.81	CT 25010545
The Hartford, Group Benefits	INSURANCE PREMIUMS JULY 2019	\$5,246.10	
		\$5,246.10	CT 25010546
The Tribune	52 WEEK SUBSCRIPTION, 8-5-19 TO 8-3-20	\$373.23	
		\$373.23	CT 25010547
Kaitlyn Treur	2019 Summer Research	\$339.97	

Allan Hancock College

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$339.97	CT 25010548
Trojan Petroleum, Inc	CLEAR DIESEL #2 #0236024-IN	\$2,890.00	
	FEDERAL STATE COUNTY TAX	\$1,027.09	
	UNLEADED 87 FUEL #0236025-IN	\$9,170.74	
	FEDERAL STATE COUNTY TAX	\$2,603.45	
		\$15,691.28	CT 25010549
Typewell/Catalina Solutions Llc	V7 Permium Transcriber - Annual License	\$559.30	
		\$559.30	CT 25010550
United Parcel Service	UPS Charges, 7-1-19 thru 6-30-20	\$32.17	
		\$32.17	CT 25010551
United Refrigeration Inc	HVAC Supplies, 07-01-19 thru 05-31-20	\$118.50	
		\$118.50	CT 25010552
United Way of the Central Coast	PAYROLL DEDUCTION 7.31.19	\$30.00	
		\$30.00	CT 25010553
US Dept of Education	PAYROLL DEDUCTION 7.31.19	\$738.94	
		\$738.94	CT 25010554
Luis Isaiah Valdez	Perform Research with CAFES SURP	\$1,325.00	
		\$1,325.00	CT 25010555
Consuelo Valencia	2019 Summer Research	\$339.97	
		\$339.97	CT 25010556
Olga Valencia Soto	2019 Summer Research	\$339.97	
		\$339.97	CT 25010557
Miguel Vazquez-Alvarado	2019 Summer Research	\$339.97	
		\$339.97	CT 25010558
Kevin Walthers	District Business Reimbursement	\$34.00	
		\$34.00	CT 25010559
Gabriel Zepeda	REISSUE 25005561	\$15.00	
		\$15.00	CT 25010560
Xi Zhai	ENROLLMENT EXP REIMBURSEMENT	\$188.00	
		\$188.00	CT 25010561
Robert Berryman	Manual Refund Submitted	\$250.00	
		\$250.00	CT 25010562
Richard Esqueda	Manual Refund Submitted	\$250.00	
		\$250.00	CT 25010563
Rafael Gonzalez	Manual Refund Submitted	\$250.00	
		\$250.00	CT 25010564
Candelario Loreto	Manual Refund Submitted	\$250.00	
		\$250.00	CT 25010565
David Lucero	Manual Refund Submitted	\$48.50	

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Vendor Name	Description	Amount	Warrant
		\$48.50	CT 25010566
Nicki Lucero	Manual Refund Submitted	\$48.50	
		\$48.50	CT 25010567
Karly Ortega	Manual Refund Submitted	\$48.50	
		\$48.50	CT 25010568
Target Resource Group LLC	Jennifer Schwartz 7.24-26.19	\$700.00	
		\$700.00	CT 25010569
Jose Villegas	Manual Refund Submitted	\$250.00	
		\$250.00	CT 25010570
4imprint Inc.	Etched Pocket Drawstring Sportpack, Item 143408	\$3,349.50	
	Freight	\$231.74	
	Mardi Gras Pen, Item No. 9764	\$1,141.88	
	Set Up Charge	\$16.31	
	Freight	\$81.58	
		\$4,821.01	CT 25010571
Acme Auto Leasing Llc	LEASE PAYMENTS FOR 2018 DODGE POLICE CHARGER	\$658.80	
		\$658.80	CT 25010572
AHC - ASB Athletics	District Allocation to ASB Athletics 2019-2020	\$127,047.00	
		\$127,047.00	CT 25010573
Amazon	Misc.Office Supp for Chldrn Cntr 7-1-19 to 8-1-19	\$187.94	
	Misc.Office Supp for Chldrn Cntr 7-1-19 to 8-1-19	\$187.93	
	Laser Pointer, Green	\$17.19	
	Red Laser Collimator for Telescope	\$25.33	
	Office Consumables	\$32.57	
	Office Consumables	\$80.94	
	Office Consumables	\$225.67	
	Office Consumables	\$10.10	
	Technology Supplies July 1, 2019 - May 31, 2020	\$9.11	
	Misc.Office Supp for Chldrn Cntr 7-1-19 to 8-1-19	\$9.52	
	Misc.Office Supp for Chldrn Cntr 7-1-19 to 8-1-19	\$9.53	
	Office/Operational Supplies 7-18-19 to 5-29-20	\$65.24	
	Instructional Supplies 7-10-19 to 5-29-20	\$132.00	
	Instructional Supplies 7-10-19 to 5-29-20	\$16.37	
	Instructional Supplies 7-10-19 to 5-29-20	\$140.85	
	Instructional Supplies 7-10-19 to 5-29-20	\$21.98	
	Instructional Supplies 7-10-19 to 5-29-20	\$135.30	
	Student supplies-materials 7-10-19 to 5-29-20	\$173.75	
	Student supplies-materials 7-10-19 to 5-29-20	\$949.58	
	Student supplies-materials 7-10-19 to 5-29-20	\$94.95	
	Instruction Supplies 7/1/19 - 5/31/20	\$29.67	
	Instruction Supplies 7/1/19 - 5/31/20	\$73.98	
		\$2,629.50	CT 25010574
	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$12.31	
	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$238.67	
	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$709.92	

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Amazon	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$611.19	
	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$436.89	
		\$2,008.98	CT 25010575
American Red Cross	ADULT CPR AED INFANT CPR FIRST AID 9826971 6.15.19	\$221.00	
		\$221.00	CT 25010576
American Star Tours, Inc.	Bus Service - PCPA Solvang Trips Invoice 7112	\$4,050.00	
	Bus Service - PCPA Solvang Trip, Invoice 7111	\$810.00	
		\$4,860.00	CT 25010577
Atlas Performance Ind Inc	Office Trailer w/rr, 12 x 60, 7-1-19 thru 6-30-20	\$650.00	
	Ramp-Under 30" Straight Design	\$435.00	
		\$1,085.00	CT 25010578
B&H Photo Video	Kopul 1/8" Stereo Y Cable	\$24.00	
	TP Link HA100 Bluetooth Receiver	\$19.68	
	Denon DN-300BR RU Bluetooth Receiver	\$121.62	
	Shure Windscreen for Overhead Condenser Mics	\$10.42	
	Shure Centaverse Overhead Condenser Mic	\$145.95	
		\$321.67	CT 25010579
Banner Fire Equipment Inc	Akron 2.5" valve repair kit	\$131.96	
	Shipping	\$14.75	
		\$146.71	CT 25010580
Blue Rose Studio	CLAY SUPPLIES FOR CERAMICS PROGRAM	\$3,136.80	
		\$3,136.80	CT 25010581
Breathing Air Systems	Cartridge - SECURUS Bauer	\$474.00	
	Shipping.	\$42.27	
		\$516.27	CT 25010582
Bremer Auto Parts	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$112.01	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$112.19	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$104.45	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$258.02	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$114.17	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$208.12	
	Operational supplies July 1, 2019 - May 31, 2020.	\$169.76	
	Operational supplies July 1, 2019 - May 31, 2020.	\$22.10	
		\$1,100.82	CT 25010583
Brummel Myrick & Associates	LEED Engineering Services for Operational	\$1,644.50	
		\$1,644.50	CT 25010584
Burnham Insurance Services	ACA Consulting Services 7.1.2019-6.30.2020	\$3,250.00	
		\$3,250.00	CT 25010585
Ca Dept Of Public Health	RENEWAL CLINICAL LAB ANNUAL REGISTRATION FOR	\$180.00	
		\$180.00	CT 25010586
Cal-Coast Machinery, Inc.	Service on John Deer 1600 (Materials)	\$1,337.95	
	Labor Charges	\$480.00	
	Environmental Fee	\$5.76	

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Vendor Name	Description	Amount	Warrant
		\$1,823.71	CT 25010587
California Electric Supply	Electrical-Lighting Supplies, 7-01-19 thru 5-31-20	\$394.22	
	Electrical-Lighting Supplies, 7-01-19 thru 5-31-20	\$373.83	
		\$768.05	CT 25010588
Canon Financial Services Inc	Campus Graphics Copiers Lease	\$3,917.15	
	Campus Graphics Copier Maintenance	\$4,297.79	
		\$8,214.94	CT 25010589
Carr's Boot Shop	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
		\$125.00	CT 25010590
CDW Government Inc	Dell Latitude 3400 14" Laptop	\$26,105.87	
	Recycling Fee	\$150.00	
		\$26,255.87	CT 25010591
Central City Leasing	Leasing 2016 Chevrolet Pickup, 7-1-19 thru 6-30-20	\$477.14	
	Leasing 2016 Chevrolet Pickup, 7-1-19 thru 6-30-20	\$477.14	
		\$954.28	CT 25010592
Central Coast Newspaper Service	LOS ANGELES TIMES DAILY AND SUNDAY SERVICE	\$806.00	
		\$806.00	CT 25010593
Columbia Business Center Partners Lp	Lease of 890 E.Stowell CBC 2019-20 Base Rent Lease	\$24,214.00	
		\$24,214.00	CT 25010594
Comcast Cable	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$218.38	
		\$218.38	CT 25010595
	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$214.32	
		\$214.32	CT 25010596
	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$2,358.01	
		\$2,358.01	CT 25010597
Community College League Of California	2019-20 ANNUAL MEMBERSHIP DUES	\$19,788.00	
		\$19,788.00	CT 25010598
Csmi	SPORTSWARE ON-LINE PER USER LICENSE #503597-Y	\$500.00	
	SWOL SITE LIC EXERCISE DATABASE ANNUAL FEE #504085	\$250.00	
	SWOL PREPAY ADD FUTURE SUBCRIPTIONS #503682 2ND YR	\$675.00	
	SWOL PREPAY ADD FUTURE SUBSCRIPTION #503682 3RD YR	\$600.00	
		\$2,025.00	CT 25010599
Culligan/Central Coast Water Treatment	Drinking water service	\$13.46	
	Monthly Rental Hot/Cold Dispenser	\$11.00	
		\$24.46	CT 25010600

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Vendor Name	Description	Amount	Warrant
Culligan/Central Coast Water Treatment	Deionized Water for Bldg M 7.1.19 - 6.30.20	\$100.00	
		\$100.00	CT 25010601
Lilian De La Torre-Reed	TRANSLATION SERVICES FOR TUTORIAL CENTER BOOK MARK	\$10.00	
		\$10.00	CT 25010602
Digital West Networks, Inc	Telephone Service 7.1.19 - 6.30.20	\$3,131.55	
	Telephone Service 7.1.19 - 6.30.20	\$1,167.26	
	Telephone Service 7.1.19 - 6.30.20	\$1,074.71	
		\$5,373.52	CT 25010603
Edu Business Solutions	PrintShop Pro Manager Support	\$989.10	
	Print Shop Pro Webdesk Support	\$1,439.10	
	Directory Integration Module Support	\$719.10	
	Document Converter Module Support	\$773.10	
	Template Builder Module Support	\$719.10	
		\$4,639.50	CT 25010604
Ellucian Company LP	MT Evisions Form Fusion PL SQL Director	\$1,192.50	
	MT Evisions FormFusion Email with Encryption	\$1,192.50	
		\$2,385.00	CT 25010605
Ferguson Enterprises Inc	Plumbing Supplies. 07-01-19 thru 5-31-20	\$57.31	
		\$57.31	CT 25010606
Flinn Scientific Inc	Laboratory Techniques, #AP6248, Quote# 207188	\$127.78	
		\$127.78	CT 25010607
Follett Heg - Ahc Bookstore	Bookstore Grant for Student Trustee 2019-20	\$7.06	
	Miscellaneous CTE Textbooks	\$1,422.45	
		\$1,429.51	CT 25010608
	Books and supplies for students with 3rd party	\$141.30	
		\$141.30	CT 25010609
Ford Motor Credit Company Llc	Lease payments for three 2018 Ford Police	\$1,786.92	
		\$1,786.92	CT 25010610
Frontier Communications	Telephone Service 7.1.19-6.30.20	\$116.41	
		\$116.41	CT 25010611
Garda CI West Inc	Armored Transportation Service-07/01/19 - 06/30/20	\$466.80	
		\$466.80	CT 25010612
GM Financial Leasing	Lease Extension, 2016 Chevrolet Suburban	\$1,539.77	
		\$1,539.77	CT 25010613
	Lease Extension, 2016 Chevrolet Suburban	\$1,539.77	
		\$1,539.77	CT 25010614
Graybar Electric	Electrical Supplies July 1, 2019 - May 31, 2020	\$623.43	
	TrippLite 7Outlet Surge Protector LED CLMSH	\$404.88	
	Ortronics EZ Patch CAT6 5ft Blue 50 Pk	\$740.42	
	Ortronics EZ Patch CAT6 7ft Blue Cables 50pk	\$405.92	
	Ortronics CAT6 MOD 8 5ft Purple Cable	\$178.08	

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Vendor Name	Description	Amount	Warrant
Graybar Electric	Ortronics CAT6 Mod 8 7ft Purple Cable	\$203.36	
	Ortronics CAT6 MOD 8 7ft Red Cables	\$178.08	
	Ortronics CAT6 MOD 8 5ft Red Cables	\$203.36	
	Tripplite 7 Outlet Surge Protector Clamshl	\$534.42	
		\$3,471.95	CT 25010615
Greenvale Tree Co	Tree Trimming Between Bldgs. H and I	\$3,500.00	
	Tree Trimming at Bldg. R2 per Invoice E-5149	\$2,200.00	
		\$5,700.00	CT 25010616
Susan Gregory	2% District Contribution 7.1.2019-6.30.2020	\$1,515.09	
		\$1,515.09	CT 25010617
Griego Pool Service	Pool Service for July and August 2019	\$2,400.00	
	Stenner Peristolic Chemical Pump per Invoice 2211	\$594.00	
	Labor Charges	\$135.00	
		\$3,129.00	CT 25010618
Henry Schein Inc	AIREX PAD BAL SKID RST XL 16X40X2.25 #1177620	\$118.97	
	TAPE ZINC OXIDE M TAPE 1.5.X15 #3648036	\$2,745.40	
	M TAPE ZINC OXIDE 1 X 10 YD #9719554	\$103.08	
	UNDERWRAP YELLOW 2.75X30YD #1011407	\$76.02	
	ELASTIKON ELSTC TP SPEED 3X2.5 YDS. #5556816	\$708.07	
	TONGUE DEPRESSORS NON STE ADULT #1002416	\$4.26	
	ELASTIC BANDAGE W VELCRO 4X4.5YDS #9004683	\$8.56	
	ELASTIC BANDAGE W VELCRO 6X4.5YDS #9004684	\$11.22	
	ELASTIC BANDAGE SUPRA 6X11YD #3200045	\$96.29	
	BANDAGE ADHSV STRIP FABRI 1X3 #1126133	\$9.33	
	BANDAGE ADHSV FABRIC KNUC KNUCKLE #1126144	\$6.22	
	BANDAGE FLEXIBLE 2X3 #1271357	\$5.33	
	SOFTFLEX BANDAGE 4 WING A 3X2-7/8 #1271255	\$6.06	
	COVER ROLL STRETCH BANDAG 4X10YD #9119465	\$152.68	
	HEEL LACE PAD FOAM 3 #1348918	\$18.84	
	CRITERION N/W SPONGE STER 3X3 2'S #1044132	\$20.12	
	PREMIUM NON WOVEN SPONGES 3X3 4PLY #1018748	\$1.56	
	NON ADHERENT PAD W ADHES 3X4 #1271302	\$13.64	
	NON STICK ADHESIVE PADS 2x3 #1271301	\$18.36	
	SPENCO 2ND SKIN 1" SQUARE #6452314	\$18.34	
	BACITRACIN ZINC OINTMENT .9GM #9004789	\$14.92	
	FLEX ALL SPLINT #4992562	\$49.79	
	CRUTCH ALUMINUM ADULT TALL #1127071	\$13.73	
	CRUTCH ALUMINUM ADULT #1127072	\$41.17	
	ABHC WATERLESS HAND SANIT CITRUS #4220657	\$4.82	
	CLOROX ANYWHERE HAND SANI 16.9OZ #2500015	\$29.27	
	ALCOHOL PREP PADS STERILE MED #1126131	\$3.05	
	LORADAMED TABLETS UD 10MG #1512834	\$10.70	
	IBUPROFEN TABLETS POUCH 200MG #5700177	\$23.20	
	APAP EXTRA STRENGTH POUCH 500MG #9004690	\$9.76	
	DIOTAME TABS ANTCD DI 262MG #1515172	\$8.29	
	MEDI FIRST COUGH DROPS CHERRY #8393443	\$5.67	
	MEDI LYTE ELECTROLYTE TAB NEW FORM #1169684	\$31.80	
MEDI 1ST EYE AND SKIN WASH 98.3 #1514399	\$1.87		

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Vendor Name	Description	Amount	Warrant
Henry Schein Inc	FOAM ADHESIVE LATEX 1/8" 6 X 2YD #2426469	\$13.18	
	FOAM ADHESIVE LATEX 1/4" 6X2YD #2422969	\$16.01	
	WASHCLOTH DISPOSABLE WHITE 10X13 #9004279	\$14.69	
	UNIVERSAL SCISSORS VANTAG BLUE 7-1/2" #9534342	\$34.14	
	GATORADE PKT RIPTIDE RUSH 51OZ #9942681	\$111.45	
	PAPER CUPS POLY COAT 5OZ #9491498	\$58.15	
	GATORADE 32 OZ CONTOUR S #1310279	\$78.31	
	ISOPROPYL ALCOHOL #1127067	\$8.70	
	HYDROGEN PEROXIDE #1127070	\$4.50	
	TUNING FORK C128 #6359082	\$17.99	
	IMMOBILIZER KNEE GRY NYL UNIVERSAL #1205123	\$19.47	
	IMMOBILIZER KNEE GRY NYL UNIVERSAL #1203045	\$16.94	
	WHIZZER MAT CLEANER 1 GAL #1011631	\$43.84	
	SLING ARM 7X18 #3758444	\$30.72	
	MOIST HEAT PACK STANDARD 10X12 #5664497	\$33.22	
	HOTPAC MOIST HEAT NECK 24" #5663012	\$12.65	
			\$4,904.35
Allen Hire	2% District Contribution 7.1.2019-6.30.2020	\$2,219.73	
		\$2,219.73	CT 25010620
Home Depot	INSTRUCTIONAL SUPPLIES 7-8-19 TO 5-29-20	\$362.82	
	INSTRUCTIONAL SUPPLIES 7-8-19 TO 5-29-20	\$98.42	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$43.30	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$76.08	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$25.23	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$5.40	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$42.60	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$10.31	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$27.08	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	(\$10.84)	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$14.54	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$11.95	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$134.48	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$23.28	
	Supplies per Invoice 3614664	\$24.89	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$2.60	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$38.26	
	Maintenance Supplies - Lompoc, 7-1-19 thru 5-31-20	\$8.59	
	Maintenance Supplies - Lompoc, 7-1-19 thru 5-31-20	\$3.39	
	INSTRUCTIONAL SUPPLIES 7-8-19 TO 5-29-20	(\$53.88)	
	INSTRUCTIONAL SUPPLIES 7-8-19 TO 5-29-20	\$859.85	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$38.41	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$7.88	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$22.52	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$15.18	
	INSTRUCTIONAL SUPPLIES 7-8-19 TO 5-29-20	\$86.95	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$150.64	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	(\$18.64)	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$102.46	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$33.06	
	Instructional supplies	\$176.09	

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Home Depot	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$42.38	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$10.74	
	Operational supplies for fire academy	\$15.41	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$21.68	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$103.90	
	Supplies per Invoice 8184041	\$213.37	
	Pin Handle Truck per Invoice 7166612	\$126.69	
	INSTRUCTIONAL SUPPLIES 7-8-19 TO 5-29-20	\$62.45	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$175.49	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$41.26	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$28.13	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$50.76	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$11.42	
	Maintenance Supplies - Lompoc, 7-1-19 thru 5-31-20	\$9.92	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$11.20	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$22.80	
	Maintenance Supplies - SM, 7-1-19 thru 5-31-20	\$21.47	
	Maintenance Supplies - Lompoc, 7-1-19 thru 5-31-20	\$52.02	
	Maintenance Supplies - Lompoc, 7-1-19 thru 5-31-20	\$50.57	
	Maintenance Supplies - Lompoc, 7-1-19 thru 5-31-20	\$53.06	
		\$3,487.62	CT 25010621
Home Motors	Replacement Key Invoice #141179	\$43.46	
		\$43.46	CT 25010622
Image Shift	Illustrated SM Map Including AHC per Invoice #1073	\$495.00	
		\$495.00	CT 25010623
Rebecca Jacobs	Operational Supplies for All Hands on Deck	\$29.31	
		\$29.31	CT 25010624
Jaeckels Automotive	AC Condensor	\$213.09	
	R134 Refrigerant	\$53.84	
	Labor Charges	\$582.00	
		\$848.93	CT 25010625
KCOY	Fall Registration Promo 30-second spot	\$450.00	
		\$450.00	CT 25010626
Kelly Paper Co	Campus Graphics Consumables - Paper	\$679.78	
	Campus Graphics Consumables - Paper	\$320.69	
	Campus Graphics Consumables - Paper	\$462.30	
	Campus Graphics Consumables - Paper	\$208.24	
		\$1,671.01	CT 25010627
Jens-Uwe Kuhn	LSAMP Compensation for Independent Contractor	\$82.84	
	LSAMP Compensation for Independent Contractor	\$88.16	
	LSAMP Compensation for Independent Contractor	\$143.84	
		\$314.84	CT 25010628
La Opinion	NEWSPAPER SUBSCRIPTION, 6-30-19 TO 6-29-20	\$394.20	
		\$394.20	CT 25010629
Thomas Lamica	Reimb for Food Supplies	\$122.81	

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Vendor Name	Description	Amount	Warrant
Thomas Lamica	Reimb for Operational Supplies	\$426.19	
		\$549.00	CT 25010630
Main Street Cycles	CAGE BNT BAT CAGE ITEM# WAT36735929K	\$32.60	
	AIR GLOVE BLACK 2X ITEM# AIR15354125X	\$31.54	
	KALI CENTRAL HELMET ITEM#KAL30335159L	\$97.88	
	cable brake item #CAB344197350	\$17.35	
	JAG OPEN END CPS ITEM#JAG45621331E	\$14.97	
	JAGWIRE 1.2MM ITEM#JAG398423190	\$2.43	
	LABOR TUNE UP ITEM#LAB24718743E	\$191.56	
	LABOR SERVICE ITEM #LAB27815355S	\$6.00	
	SHIMANO 4MM X50M ITEM# SHI455705K	\$21.75	
	SHIMANO BRAKE HOUSE ITEM# SHI31330572K	\$34.71	
	SHIMANO MOUNTAIN B ITEM#SHI416945350	\$17.36	
	YPK CABLE TIPS BRA ITEM# YPK22952369K	\$0.66	
	TIR BNT CONN TRL 2 ITEM# TIR38294820K	\$86.96	
	SHI CN-HG40 678-SP ITEM# SHI40310708Y	\$43.48	
	TUBE BNT STD 26X2.0 ITEM# TUB34579628	\$39.11	
	KALI VENTURE GLOVE ITEM# KAL28387425L	\$43.50	
	KALI PROTECTIVES A ITEM# KAL55356278G	\$108.75	
		\$790.61	CT 25010631
Mark Malangko	2% District Contribution 7.1.2019-6.30.2020	\$2,642.22	
		\$2,642.22	CT 25010632
Robert Masaoka	2% District Contribution 7.1.2019-6.30.2020	\$2,236.32	
		\$2,236.32	CT 25010633
Linda Maxwell	2% District Contribution 7.1.2019-6.30-2020	\$1,912.26	
		\$1,912.26	CT 25010634
Lynn Mayer	Reimb for Operational Supplies	\$38.75	
		\$38.75	CT 25010635
Mid State Container Sales Inc	Container Rental, 07-01-19 Thru 06-30-20	\$134.69	
		\$134.69	CT 25010636
Miller's Hardwood Carpet & Vinyl	Refinishing of Dance Floor, Bldg. D-118	\$8,600.00	
	Repainting of Existing Decorative Lines	\$1,200.00	
		\$9,800.00	CT 25010637
Mission Uniform Service	Uniform Services and Towels, 7-01-19 thru 5-31-20	\$32.80	
	Uniform Services and Towels, 7-01-19 thru 5-31-20	\$32.80	
		\$65.60	CT 25010638
Morris Pi Group	POST required background investigations July 15,	\$500.00	
		\$500.00	CT 25010639
National Fire Protection Assn	NATIONAL FIRE PROTECTION ASSOCIATION MEMBERSHIP	\$175.00	
		\$175.00	CT 25010640
Niles Biological	P1903548	\$41.26	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$41.26	CT 25010641
NISOD	2019-20 Annual Membership per Invoice #5201	\$1,025.00	
		\$1,025.00	CT 25010642
Noble Power Equipment	Supplies per Invoice 419596	\$240.21	
		\$240.21	CT 25010643
Northern Santa Barbara County United Way	MAYORS BALL SPONSORSHIP	\$1,000.00	
		\$1,000.00	CT 25010644
Office Depot	Office Supplies 7.1.19-12.31.19	\$4.89	
	Operational Supplies: 7.01.19 - 5.31.20	\$113.38	
	Office supplies 7-3-2019 thru 5-31-2020	\$63.15	
	Operational Supplies	\$20.09	
	OFFICE SUPPLIES FOR LE PROGRAM 7-5-19 TO 5-29-20	\$32.91	
	OFFICE SUPPLIES FOR LE PROGRAM 7-5-19 TO 5-29-20	(\$15.23)	
	OFFICE SUPPLIES FOR LE PROGRAM 7-5-19 TO 5-29-20	\$100.45	
	OFFICE OPERATIONAL SUPPLIES 7-11-19 TO 5-31-20	\$87.17	
	Misc.Office Supplies 7-1-19 to 8-1-19	\$348.11	
	Misc.Office Supplies 7-1-19 to 8-1-19	\$348.12	
	USB Cable	\$29.56	
	Student supplies 7-18-19 to 5-29-20	\$88.52	
	Magic Chef 4.4 cu. ft. Mini Refrigerator	\$228.36	
	Misc. office supplies July 10, 2019 - Dec 31, 2019	\$73.17	
	Office Supplies for CAEP July 23 - Dec 31, 2019	\$446.80	
	Office Supplies 7.23.19-5.29.20	\$41.81	
	Operational Supplies	\$92.83	
	LIBRARY INSTRUCTIONAL SUPPLIES, 7-15-19 TO 5-31-20	\$1,349.64	
	LIBRARY INSTRUCTIONAL SUPPLIES, 7-15-19 TO 5-31-20	\$53.27	
	Office Supplies for MESA Center 7/1/19 - 5/31/20	\$164.95	
	General Office Supplies	\$934.50	
	Chair mat Clear Realspace 36w x 48d	\$44.96	
	Dry Erase Board magnetic 892006	\$4.57	
	PolyString Envelopes asst colors 5pack	\$11.19	
	Project Tab Folders asst colors 8 pack	\$1.08	
	Scotch Tape, invisible pack of 10 rolls	\$16.80	
	Tape dispenser, black	\$1.80	
	Triple File Pocket Magnetic 459130	\$64.15	
	Office supplies July 1, 2019 through May 31, 2020	\$127.28	
	Office Supplies for CAEP July 23 - Dec 31, 2019	\$67.63	
	Office Supplies for Community Education	\$561.15	
		\$5,507.06	CT 25010645
Old Town Shirt Factory	Work Shirts, Tees and Jacket for Facilities Staff	\$225.45	
		\$225.45	CT 25010646
Omniupdate Inc	OU Search License up to 2,500 files	\$1,000.00	
	Basic Support	\$6,000.00	
	OU Campus- up to 100 auth users	\$22,809.00	
		\$29,809.00	CT 25010647

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Oriental Trading Company Inc	Stress Balls Assortment 25pc Item# 5/753 Invoice#	\$130.45	
	Crayola Colored Pencils 8ct Item# 73/26017	\$45.46	
	Crayola Colored Pencils 24ct Item# 73/26018	\$11.51	
	Yoga Skeletons Item# 13811031	\$19.13	
	Shipping and Handling	\$20.64	
		\$227.19	CT 25010648
PARS Public Agency Retirement	PAYROLL DEDUCTION 8.9.19	\$324.77	
		\$324.77	CT 25010649
Part Time Faculty AHC - Member	PAYROLL DEDUCTION 8.9.19	\$141.81	
		\$141.81	CT 25010650
Passmore Electric Co, Inc	Labor - Electrical Work, Bldg. K-11 Service Truck	\$2,088.24	
		\$147.00	
		\$2,235.24	CT 25010651
Pearson Education	CAI-ENH M-I Profile RPT per Invoice #49400 Shipping 55067 Return Address Labels	\$2,040.00	
		\$104.00	
		\$0.10	
		\$2,144.10	CT 25010652
Portable Johns, Inc.	Rental - Holding Tank, 7-1-19 thru 6-30-20 Service - 300 Gal. Holding Tank Additional Service Rental/Service 7-1-19 thru 6-30-20	\$65.25	
		\$220.00	
		\$165.00	
		\$731.60	
		\$1,181.85	CT 25010653
Praxair Distribution Inc.	Carbon Dioxide Liquid, 7-1-19 thru 6-30-20	\$541.26	
		\$541.26	CT 25010654
ProCare Janitorial Supply, Inc.	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$210.98	
		\$210.98	CT 25010655
Rays Auto Parts	Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20 Parts-Supplies, 7-1-19 thru 5-31-20	\$233.11	
		\$46.97	
		\$8.37	
		\$54.01	
		\$20.22	
		\$7.54	
		\$94.97	
		\$84.81	
		\$550.00	CT 25010656
RD Systems	Phase #1 Lock Integration Access Control Project- Phase #1 Labor Installation	\$27,944.90	
		\$42,189.42	
		\$70,134.32	CT 25010657
Betty Reddekopp	2% District Contribution 7.1.2019-6.30-2020	\$1,422.49	
		\$1,422.49	CT 25010658
Santa Barbara Co Education Office	DELL PASSTHROUGH FUNDS	\$598.50	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$598.50	CT 25010659
Santa Barbara News Press	52-WEEK SUBSCRIPTION, 8-21-19 TO 8-20-2020	\$233.25	
		\$233.25	CT 25010660
Santa Maria Ford/Mitsubishi	Tailgate Handle for Ford Truck per Invoice 268885	\$26.93	
		\$26.93	CT 25010661
Save Mart Supermarkets	Food Supplies for Children Cntr 7-1-19 to 8-1-19	\$151.79	
		\$151.79	CT 25010662
Margaret Segura	2% District Contribution 7.1.2019-6.30.2020	\$2,414.79	
		\$2,414.79	CT 25010663
David Senior	2% District Contribution 7.1.2019-6.30.2020	\$2,505.12	
		\$2,505.12	CT 25010664
Brian Shigenaka	2% District Contribution 7.1.2019-6.30-2020	\$1,544.86	
		\$1,544.86	CT 25010665
Siemens Industry Inc	Service call for bldg O SM Campus 5/28/19	\$320.00	
	Trip charge 5/28/2019	\$75.00	
	Service call for Lompoc Campus 6/27/2019	\$480.00	
		\$875.00	CT 25010666
Smart & Final	Food Supplies For Children Cntr 7-1-19 to 8-1-19	\$62.28	
	Student Food Supplies	\$119.01	
	INSTRUCTIONAL SUPPLIES 7.15.19 TO 5.31.20	\$114.13	
		\$295.42	CT 25010667
Alberto Solano	Title V Grant support as needed 7/1/19 - 7/15/19	\$5,000.00	
		\$5,000.00	CT 25010668
Sport & Cycle Team Athletics Inc	PAIR OF KEYCLEAN PRO SWEAT MOPS	\$326.20	
	SHIPPING	\$39.60	
		\$365.80	CT 25010669
Strata Information Group	DBA Consulting 7/1/19-12/31/19 120 Hrs @ \$155 Hr	\$232.50	
		\$232.50	CT 25010670
STRS Cash Balance Plan, MS#20	PAYROLL DEDUCTION 8.9.19	\$831.90	
		\$831.90	CT 25010671
Student Insurance	Basic Student Coverage	\$90,828.75	
	Basic Student Coverage	\$30,276.25	
	Athletic Catastrophic Coverage	\$6,692.00	
	Student Catastrophic Coverage	\$2,638.00	
		\$130,435.00	CT 25010672
Target Specialty Products	Merit 75WSP Insecticide Per Invoice PI1012059	\$393.50	
		\$393.50	CT 25010673
Thomson Reuters-West	ANNUAL RENEWAL BARC CCR T 5 EDUCATION	\$388.24	

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Allan Hancock College
Warrant Register
 Check Dates from 8/1/2019 to 8/31/2019
 Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$388.24	CT 25010674
United Health Care Insurance Co	INSURANCE PREMIUMS SEPT 2019	\$1,413.04	
		\$1,413.04	CT 25010675
United Parcel Service	UPS Charges, 7-1-19 thru 6-30-20	\$60.51	
		\$60.51	CT 25010676
United Site Services Of California Inc	Services - 3 Portable Toilets, 7-1-19 thru 6-30-20	\$386.06	
		\$386.06	CT 25010677
US Bank Corporate Payment System	COMODO CA LIMITED - .*hancockcollege.edu Cert	\$944.00	
	EDUCAUSE .edu Domain Renewal	\$77.00	
	Ergotron Incorporated Replacement Locks for Carts	\$61.39	
	Amazon.com M.2 and SSD Brackets	\$126.92	
	Logmein and Joinme software for Boardroom	\$599.40	
	Amazon.com USB-C Hub, HDMI Cables, and Graphics	\$1,757.77	
	CCFC Registration Fees for VP Smith to attend	\$475.00	
	Sheraton Sacramento Hotel Fees for VP Smith to	\$192.19	
		\$4,233.67	CT 25010678
Vavrinek Trine Day & Co Llp	Audit Services for the District rendered in	\$3,016.80	
	Audit Services for the District rendered in	\$10,000.00	
		\$13,016.80	CT 25010679
Verizon Select Svc Inc	Long Distance and Toll Free Service Charges	\$16.88	
		\$16.88	CT 25010680
Virtual Vri	TypeWell services	\$324.00	
		\$324.00	CT 25010681
VTC Enterprises	Bulk mail prep of drop for nonpayment postcards	\$127.24	
	Delivery to Santa Maria Post Office	\$15.00	
	Bulk Mail Sorting of Pre-Printed Promise Postcards	\$296.53	
	HENRY GRENNAN MEMORIAL GOLF TOURNAMENT	\$1,500.00	
		\$1,938.77	CT 25010682
Roger Welt	2% District Contribution 7.1.2019-6.30.2020	\$3,509.28	
		\$3,509.28	CT 25010683
James West	2% District Contribution 7.1.2019-6.30.2020	\$2,432.34	
		\$2,432.34	CT 25010684
Western Scientific Co Inc	Preventative maintenance service	\$2,205.00	
	Preventative maintenance service	\$560.00	
	Travel Charge	\$125.00	
		\$2,890.00	CT 25010685
Robert White	2% District Contribution 7.1.2019-6.30.2020	\$2,262.60	
		\$2,262.60	CT 25010686
Christopher Zarate	2% District Contribution 7.1.2019-6.30.2020	\$2,623.58	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$2,623.58	CT 25010687
Patrick Halpin	InformationSecurity/AccessibilityWorkshops	\$463.64	
		\$463.64	CT 25010688
Erin Krier	Precision Agriculture Conference	\$309.80	
		\$309.80	CT 25010689
Mitch McCann	7.3-30.19 mileage	\$211.70	
		\$211.70	CT 25010690
Nohemy Ornelas	7.11-18.19 mileage	\$33.52	
	7.11-18.19 mileage	\$0.00	
		\$33.52	CT 25010691
Geronimo Reyes	Force Encounters Analysis	\$350.00	
	Force Encounters Analysis	\$179.33	
		\$529.33	CT 25010692
Spokes	Consulting/Research for CAEP June 2019	\$6,500.00	
		\$6,500.00	CT 25010693
Vincent Tobin	WesternAlliancePlanetariumConference	\$700.00	
		\$700.00	CT 25010694
Accurate First Aid Services	First Aid Supplies per Invoice A-3825	\$1,925.84	
	First Aid Supplies per Invoice A-3826	\$453.54	
		\$2,379.38	CT 25010695
Jeffery Allen	Reimbursement for key cutting for District Vehicle	\$55.00	
		\$55.00	CT 25010696
Amazon	Science Lab Supplies July 1, 2019-May 31, 2020.	\$138.52	
	EMS Operational Supplies	\$142.80	
	Supplies for the Chem Labs, 07/05/19 to 05/31/20	\$31.99	
	Supplies for the Chem Labs, 07/05/19 to 05/31/20	\$3.42	
	Technology Supplies July 1, 2019 - May 31, 2020	\$265.87	
	Technology Supplies July 1, 2019 - May 31, 2020	\$36.44	
	Technology Supplies July 1, 2019 - May 31, 2020	\$22.06	
	Student supplies-materials 7-10-19 to 5-29-20	\$493.74	
	Student supplies-materials 7-10-19 to 5-29-20	\$37.98	
		\$1,172.82	CT 25010697
	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$17.39	
		\$17.39	CT 25010698
American General Media Inc.	Ad for Comm Ed Summer Classes for June & July 2019	\$375.00	
	Ad for Comm Ed Summer Classes for June & July 2019	\$375.00	
		\$750.00	CT 25010699
American Thermoform	Braille Paper	\$48.47	
		\$48.47	CT 25010700
Armstrong's Lock And Key	Key-Lock Supplies, 7-01-19 thru 05-31-20	\$14.08	
		\$14.08	CT 25010701

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Bremer Auto Parts	Operational supplies July 1, 2019 - May 31, 2020.	\$71.65	
	Operational supplies July 1, 2019 - May 31, 2020.	(\$30.70)	
	Operational supplies July 1, 2019 - May 31, 2020.	\$13.30	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$117.75	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$87.79	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$177.78	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$39.85	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$31.00	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$341.83	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$218.69	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$38.52	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$141.30	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$68.86	
	\$1,317.62		CT 25010702
Ca Schools Dental Coalition	Delta Dental Insurance Premium Sept 2019	\$69,403.00	
		\$69,403.00	CT 25010703
Canon Financial Services Inc	Lease Contract Charges for Duplo DC 646	\$980.73	
	Campus Graphics Copiers Lease	\$3,917.15	
		\$4,897.88	CT 25010704
Carolina Biological	Science Lab Supplies July 1, 2019-May 31, 2020.	\$330.20	
		\$330.20	CT 25010705
Araceli Castillo	Enrollment Expense Reimbursement	\$154.68	
		\$154.68	CT 25010706
City of Lompoc	Waste Disposal/Sewer Fees 7.1.19 - 6.30.20	\$1,797.98	
	Water Services 7.1.19 - 6.30.20	\$7,641.69	
	Commercial Light Electric 7.1.19 - 6.30.20	\$17,675.18	
		\$27,114.85	CT 25010707
Comcast Cable	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$238.33	
		\$238.33	CT 25010708
	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$128.38	
	\$128.38	CT 25010709	
Continental Athletic Supply	RECERTIFIED FOOTBALL HELMET	\$162.51	
	NOCSAE RECERTIFICATION	\$65.50	
	SHELL PREPARATION	\$40.00	
	PAINT HELMET	\$122.00	
	FACEMASK REPLACED	\$70.04	
	HELMET HARDWARE REPLACED	\$20.36	
	RIDDELL HARDWARE REPLACED	\$80.70	
	PARTS FOR UNITS PROCESSED	\$215.50	
	NOCSAE RELATED CHARGE	\$7.50	
	PRE ISSUE PROCESSING	\$67.50	
	\$851.61	CT 25010710	
Culligan/Central Coast Water Treatment	Monthly rental for 9 mixed bed DI tank	\$25.00	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$25.00	CT 25010711
Lilian De La Torre-Reed	Spanish translation of Math Center brochure	\$45.00	
		\$45.00	CT 25010712
Dell Marketing Lp Inc	Dell Memory Upgrade - 32 GB - 2Rx4 DDR4	\$4,191.31	
		\$4,191.31	CT 25010713
Demco Inc	Misc office supplies July 10, 2019 - Dec 31, 2019	\$416.45	
		\$416.45	CT 25010714
EDITS	COPS Self-Scoring Bklets Pkg 500	\$1,196.25	
	Shipping	\$77.00	
		\$1,273.25	CT 25010715
Emerald Wave Media	FIESTAS PATRIAS 2019	\$1,600.00	
		\$1,600.00	CT 25010716
Ewing Irrigation Products Inc	White Paint, 5 gl. per Invoice 8009308	\$322.07	
		\$322.07	CT 25010717
Eyemed Vision Care	Vision Insurance Premium July 2019	\$2,587.70	
		\$2,587.70	CT 25010718
Federal Express Corp	Shipping fees for Grants 7.1.19 to 6.30.20	\$6.79	
	Mailings for Acct #1104-8488-7 7.1.19 - 6.30.20	\$9.31	
		\$16.10	CT 25010719
Ferguson Enterprises Inc	Drinking Fountain, HAW1105 per Invoice 7800663	\$886.31	
	Freight Charges	\$10.88	
	Plumbing Supplies. 07-01-19 thru 5-31-20	\$6.80	
	Plumbing Supplies. 07-01-19 thru 5-31-20	\$386.48	
		\$1,290.47	CT 25010720
Fire Recovery USA	Fire Inspection Fee Invoice #19-480-56	\$99.00	
		\$99.00	CT 25010721
Fisher Scientific Co Llc	Science Lab Supplies July 1, 2019-May 31, 2020.	\$9.07	
		\$9.07	CT 25010722
Flinn Scientific Inc	Supplies for the Chem Labs, 07/02/19 to 05/31/20	\$245.47	
		\$245.47	CT 25010723
Gemalto Cogent Inc	Fingerprint processing fee July 1, 2019 through	\$27.00	
		\$27.00	CT 25010724
Get R Gun	Ammo 9mm Luger 115 GR Full Metal Jacket #9543	\$4,567.50	
		\$4,567.50	CT 25010725
Grainger Inc.	Maintenance Supplies, 07-01-19 thru 05-31-20	\$108.21	
	Portable Label Printer Kit	\$193.81	
	Digital Multimeter	\$584.28	
		\$886.30	CT 25010726
Grant House Sewing Machines	Sewing machine services/repairs for sewing classes	\$56.54	
		\$56.54	CT 25010727

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
Anthony Hobson	2% District Contribution 7.1.2019 - 6.30.2020	\$3,220.44	
		\$3,220.44	CT 25010728
Industrial Medical Group Of Santa Maria Valley	Health and Physicals for new employees and TB	\$1,545.00	
		\$1,545.00	CT 25010729
Integrated Industrial Supply Inc	Cool Safety Glasses - Gray Lens per Invoice 63024	\$54.81	
		\$54.81	CT 25010730
Intermountain Lock And Security Supply	Key and Lock Supplies. 7-01-19 thru 5-31-20	\$226.78	
	Key and Lock Supplies. 7-01-19 thru 5-31-20	\$40.08	
	Key and Lock Supplies. 7-01-19 thru 5-31-20	\$4.95	
	Key and Lock Supplies. 7-01-19 thru 5-31-20	\$134.09	
	R and V Lever Trim Clutch, VON996L-RV-US26D-06-RHR	\$768.65	
	R and V Lever Trim Clutch, VON996L-RV-US26D-06-LHR	\$768.65	
		\$1,943.20	CT 25010731
Norm Katz	Pre-Employment Psychological Screening - Juan	\$450.00	
		\$450.00	CT 25010732
Krueger International Inc	Genesis Crank Table Quote 19LKF-AHC001/C	\$835.81	
		\$835.81	CT 25010733
Kubota Leasing	Lease Purchase-Kubota Tractor, 7-1-19 thru 6-30-20	\$811.61	
		\$811.61	CT 25010734
Lawtech Publishing Co Ltd	Traffic Template-large QC72 Quote 426	\$826.50	
	2019 Unabridged Penal Code textbook UP19	\$217.50	
	2019 Vehicle Code Unabridged textbook UV19	\$179.17	
	Shipping	\$39.95	
		\$1,263.12	CT 25010735
Jose Legaspi Ledezma	ENROLLMENT EXP REIMBURSEMENT	\$1,000.00	
		\$1,000.00	CT 25010736
Liebert Cassidy Whitmore	Employment Relations Consortium for Central	\$4,050.00	
		\$4,050.00	CT 25010737
Mission Uniform Service	Laundry Services for AB Program	\$3.74	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AT Program	\$15.24	
	Laundry Services for AT Program	\$35.34	
	Laundry Services for AT Program	\$35.34	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AT Program	\$35.34	
	Laundry Services for AT Program	\$35.34	
	Laundry Services for AT Program	\$35.34	
	Laundry Services for AT Program	\$35.34	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Mission Uniform Service	Laundry Services for AB Program	\$11.11	
		\$344.13	CT 25010738
Morris Pi Group	POST required background investigations July 15,	\$1,510.00	
		\$1,510.00	CT 25010739
Next Day Signs	Signage, 2"x18", Black, White Vinyl Letters	\$35.89	
	Signage, 11"x8.5", Black and Red on White	\$48.94	
		\$84.83	CT 25010740
Office Depot	HP Printer Cartridges 78A 2 packs	\$374.45	
	Office Supplies 7.1.19 to 5.31.20	\$98.15	
	Office Supplies 7.1.19 to 5.31.20	\$9.95	
		\$482.55	CT 25010741
Pacific Gas & Electric Company	Electricity Services 7.1.19-6.30.20	\$83.92	
	Electricity Services 7.1.19-6.30.20	\$20.98	
		\$104.90	CT 25010742
	Electricity Services 7.1.19-6.30.20	\$108.10	
	Electricity Services 7.1.19-6.30.20	\$27.03	
		\$135.13	CT 25010743
	Electricity Services 7.1.19-6.30.20	\$15.84	
	Electricity Services 7.1.19-6.30.20	\$3.97	
		\$19.81	CT 25010744
	Electricity Services 7.1.19-6.30.20	\$1,739.19	
	Electricity Services 7.1.19-6.30.20	\$434.80	
		\$2,173.99	CT 25010745
	Electricity Services 7.1.19-6.30.20	\$533.56	
	Electricity Services 7.1.19-6.30.20	\$133.39	
		\$666.95	CT 25010746
	Electricity Services 7.1.19-6.30.20	\$4,598.94	
	Electricity Services 7.1.19-6.30.20	\$1,149.74	
		\$5,748.68	CT 25010747
Powerstride Battery Co Inc	65 MF 800CCA Battery item# 65-8 MF Invoice #83256	\$93.45	
	CA battery recycling fee	\$1.00	
		\$94.45	CT 25010748
PPG Architectural Finishes Inc	Paint Supplies, 7-01-19 thru 5-31-20	\$17.38	
	Paint Supplies, 7-01-19 thru 5-31-20	\$49.51	
		\$66.89	CT 25010749
Praxair Distribution Inc.	Instructional supplies for noncredit jewelry class	\$49.45	
		\$49.45	CT 25010750
ProCare Janitorial Supply, Inc.	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$168.83	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$65.14	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$53.00	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$286.97	CT 25010751
Ruben Ramirez	Reimbursement for President's Leadership Academy	\$180.59	
		\$180.59	CT 25010752
RODRIGUEZ, VICTOR	REISSUE 25007145/CITATION REFUNDS	\$158.00	
		\$158.00	CT 25010753
Siemens Industry Inc	2 HOUR SERVICE CALL FOR BLDG S INVOICE #5445627608	\$320.00	
	TRIP CHARGE	\$75.00	
		\$395.00	CT 25010754
SISC III	INSURANCE PREMIUMS AUG 2019	\$483,936.00	
		\$483,936.00	CT 25010755
Smart & Final	Food/Supply for UTC workshops/events 7/30-12/31/19	\$127.52	
	Food supplies for noncredit cooking classes	\$86.83	
		\$214.35	CT 25010756
State of CA Department Of Justice	Fingerprints for new employees; D.O.J, FBI, and	\$1,637.00	
		\$1,637.00	CT 25010757
Sweetman Systems	Braille embosser, Juliet 120 double-sided	\$4,833.94	
	Shipping	\$68.00	
		\$4,901.94	CT 25010758
The Docuteam LLC	Destruction of records July 1, 2019 through June	\$25.00	
	Confidential 32 Gal Bin, Picked up and Shredded	\$25.00	
		\$50.00	CT 25010759
United Parcel Service	UPS Charges, 7-1-19 thru 6-30-20	\$40.42	
		\$40.42	CT 25010760
United Refrigeration Inc	HVAC Supplies, 07-01-19 thru 05-31-20	\$47.50	
	AAON Condensor Fan Motor, 3 hp, R16030	\$1,578.27	
		\$1,625.77	CT 25010761
US Bank Corporate Payment System	EB GREENHOUSE LAB	\$500.00	
	COMMUNITY COLLEGE LEAGUE OF CA	\$1,480.00	
	COMMUNITY COLLEGE LEAGUE OF CA	\$740.00	
	MISSION INN RIVERSIDE	\$337.32	
	MISSION INN RIVERSIDE	\$168.66	
	CRACKER BARREL	\$185.81	
	OLIVE GARDEN	\$250.87	
	ALLAN HANCOCK COLLEGE BOOKSTORE	\$10.86	
	Data Visualizations for the Human Brain webinar	\$160.00	
		\$3,833.52	CT 25010762
Verizon	Long Distance Telephone Service 7.1.19 - 6.30.20	\$5.61	
		\$5.61	CT 25010763
Verizon Wireless	Monthly Line Charges for 805.621.2466 thru 6.30.20	\$38.01	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$38.01	CT 25010764
VTC Enterprises	Collection of Recycling Paper on Main Campus, Fee Agreement for Spring 2019	\$825.00 \$13,920.00	
	P1902472 SPR 19 FEE AGREEMENT	\$19,140.00	
	P1902472 SPR 19 FEE AGREEMENT	\$13,920.00	
		\$47,805.00	CT 25010765
Nathan Castillo	Manual Refund Submitted	\$444.00	
		\$444.00	CT 25010766
CCCAOE	Holly Nolan Chavez 10.15-18.19	\$495.00	
		\$495.00	CT 25010767
Courtyard	Sofia Ramirez Gelpi 9.26-27.19	\$108.13	
	Marina Washburn 9.26-27.19	\$108.13	
		\$216.26	CT 25010768
Ronald Domingos	Manual Refund Submitted	\$7.64	
		\$7.64	CT 25010769
Jeffery Hall	8.13.19 mileage	\$29.81	
		\$29.81	CT 25010770
Nathan Hamm	Manual Refund Submitted	\$19.00	
		\$19.00	CT 25010771
Peter Huk	CenterForContemplativeMindConference	\$700.00	
		\$700.00	CT 25010772
Dorine Mathieu	StrengthsQuest workshop	\$45.24	
		\$45.24	CT 25010773
Holly Nolan-Chavez	7.9-31.19 mileage	\$0.00	
	7.9-31.19 mileage	\$346.84	
	7.9-31.19 mileage	\$0.00	
	Precision Ag Faculty Convening	\$337.92	
		\$684.76	CT 25010774
Greg Pensa	8.13.19 mileage	\$41.30	
		\$41.30	CT 25010775
Sacramento Co Office Of Education	Sofia Ramirez Gelpi 9.26-27.19	\$50.00	
		\$50.00	CT 25010776
	Marina Washburn 9.26-27.19	\$50.00	
		\$50.00	CT 25010777
Eric Shiers	Precision Ag Faculty Convening	\$329.92	
		\$329.92	CT 25010778
Marina Washburn	Face to Face Workshop	\$757.85	
		\$757.85	CT 25010779
Accrediting Commission For	2019-2020 Annual Dues - Invoice #3775	\$30,105.00	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$30,105.00	CT 25010780
AHC - Part-Time Faculty Association	Reimbursement for Rent PT Faculty per Article 11.6	\$1,617.28	
	Reimbursement for phone	\$221.99	
	Reimbursement for utilities	\$78.59	
	Reimbursement for Computer Software	\$75.98	
	Reimbursement for computer consultant	\$95.00	
	Reimb for Financial Consultant Payroll Processing	\$100.00	
	Reimbursement for Postage	\$17.99	
		\$2,206.83	CT 25010781
AHC Foundation	Foundation Advancement Specialist Salary - 7.2019	\$5,851.18	
		\$5,851.18	CT 25010782
Aldridge Concrete Company	Fine Arts - Concrete Project (Labor) Inv #3656	\$1,996.45	
	Fine Arts Project - Concrete Materials	\$1,793.18	
	Fine Arts Project - Equipment	\$1,191.00	
		\$4,980.63	CT 25010783
Amazon	MIGHTY MULE AUTO GATE OPENER	\$736.13	
	MIGHTY MULE WIRELESS KEYPAD FM137	\$42.04	
	10 WATT SOLAR PANEL KIT FOR MM OPENER	\$237.08	
	Misc.Office Supp for Chldrn Cntr 7-1-19 to 8-1-19	\$54.03	
	Misc.Office Supp for Chldrn Cntr 7-1-19 to 8-1-19	\$54.03	
		\$1,123.31	CT 25010784
American Star Tours, Inc.	Bus Service - PCPA Solvang Trips per Invoice 7123	\$4,860.00	
	Bus Service - PCPA Solvang Trips, Invoice 7145	\$4,860.00	
		\$9,720.00	CT 25010785
Julie Andrews-Scott	RMB Cooking supplies for CFK-Cooking for Kids	\$278.41	
		\$278.41	CT 25010786
Aramark Uniform Services	TOWEL RENTAL	\$42.40	
		\$42.40	CT 25010787
Catalina Armijo-Staugaard	Enrollment Expense Reimbursement	\$155.00	
		\$155.00	CT 25010788
Board Of Governors	Student Right to Know 2019-2020 reporting	\$5,900.00	
		\$5,900.00	CT 25010789
Brummel Myrick & Associates	Engineering services for chilled water system	\$7,155.00	
	Engineering services - Bldg N Boiler Replacement	\$330.00	
	LEED Engineering Services for Operational	\$3,880.00	
		\$11,365.00	CT 25010790
Caccrao	2019-20 CACCRAO membership dues 7/1/19-6/30/20	\$300.00	
		\$300.00	CT 25010791
Cal Poly State University	CAFES - Summer Undergraduate Research Program	\$1,200.00	
		\$1,200.00	CT 25010792
California Electric Supply	Electrical-Lighting Supplies, 7-01-19 thru 5-31-20	\$399.11	
	Electrical-Lighting Supplies, 7-01-19 thru 5-31-20	\$62.21	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$461.32	CT 25010793
Jesse Carlon	Enrollment Expense Reimbursement	\$313.69	
		\$313.69	CT 25010794
Carr's Boot Shop	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
		\$125.00	CT 25010795
Casey Printing Inc.	Printing of fall 2019 credit class schedule	\$7,116.00	
	Sales tax on 4,657 campus copies	\$35.49	
	Bulk mail prep simplified saturation 75,128 pieces	\$676.15	
	Bulk mail prep out-of-district 1,215 pieces	\$168.99	
		\$7,996.63	CT 25010796
CDW Government Inc	Dell Latitude 5500 i5 8GB RAM 256 SSD	\$2,565.04	
	Recycle Fee	\$12.00	
	Lumens DC 170 Document Camera	\$1,903.21	
	Lumens PS 752 Document Camera	\$2,704.79	
		\$7,185.04	CT 25010797
Chmura Economics & Analytics LLC	Chmura JobsEQ Platform subscription	\$23,750.00	
		\$23,750.00	CT 25010798
City Of Santa Maria	Disposal Site Landfill 7.1.19 - 6.30.20	\$18.00	
	PCPA Disposal Site Landfill 7.1.19 - 6.30.20	\$224.96	
		\$242.96	CT 25010799
Columbia Business Center Partners Lp	Lease of 890 E.Stowell CBC 2019-20 Base Rent Lease	\$24,214.00	
		\$24,214.00	CT 25010800
Comcast Cable	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$191.13	
		\$191.13	CT 25010801
Community College League Of California	CALIFORNIA COMMUNITY COLLEGES VETERANS CAUCUS	\$150.00	
		\$150.00	CT 25010802
Constellation Newenergy Inc	Electricity Services 7.1.19-6.30.20	\$16,907.38	
	Electricity Services 7.1.19-6.30.20	\$4,226.86	
		\$21,134.24	CT 25010803
	Electricity Services 7.1.19-6.30.20	\$0.02	
	Electricity Services 7.1.19-6.30.20	\$0.01	
		\$0.03	CT 25010804
	Electricity Services 7.1.19-6.30.20	\$39.83	
	Electricity Services 7.1.19-6.30.20	\$9.96	
		\$49.79	CT 25010805
Costco Wholesale Membership	Annual Membership for Oct 2019 to Oct 2020 Member	\$120.00	
		\$120.00	CT 25010806
Culligan Of Lompoc	Reverse Osmosis 7-1-19 to 6-30-20 Invoice #57799	\$267.90	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$267.90	CT 25010807
Custom Colors Auto Body Supplies, Inc.	Instructional Supplies for AB Program	\$181.66	
		\$181.66	CT 25010808
Maria D'Atri	RMB Sewing for Kids 10393 supplies - scissors,	\$200.35	
		\$200.35	CT 25010809
Kim Ensing	Reimb.- Privacy Drapes/Rods for Athletic Physicals	\$1,937.98	
		\$1,937.98	CT 25010810
Fatte's Pizza of Santa Maria	Lunch for LOAC Retreat 8.14.19 Fattes Pizza	\$89.05	
		\$89.05	CT 25010811
Fisher Scientific Co Llc	Uvex Classic Goggles, #17-253, Quote# 9217-0423-36	\$445.72	
	Deuterium Oxide, #AC426931000	\$106.41	
	Fuel Surcharge	\$4.70	
		\$556.83	CT 25010812
Ford Motor Credit Company Llc	Leasing 2016 Ford 150 Pickup, 7-1-19 thru 6-30-20	\$490.15	
		\$490.15	CT 25010813
Franchise Tax Board	Withholding	\$60.00	
		\$60.00	CT 25010814
Frank Diaz Consulting	USI Laminator Model #2700	\$477.50	
	PROCUT 42 Paper Cutter	\$966.00	
	Shrinkwrap Sealer	\$452.50	
	MBO Folder	\$937.50	
	Duplo Scorer 616	\$375.00	
	Rolls Roller Flatbed Applicator	\$447.50	
		\$3,656.00	CT 25010815
Froggy'S Fog Llc	TRAINING SMOKE WATER BASED 55 GALLON DRUM	\$1,141.86	
		\$1,141.86	CT 25010816
GM Financial Leasing	Lease 2017 Chev Suburb, 7-1-19 Thru 2-28-20	\$775.14	
		\$775.14	CT 25010817
	Lease 2017 Chev Suburban, 7-1-19 thru 2-28-20	\$775.14	
		\$775.14	CT 25010818
Grainger Inc.	Maintenance Supplies, 07-01-19 thru 05-31-20	\$144.61	
	Maintenance Supplies, 07-01-19 thru 05-31-20	\$57.64	
	Maintenance Supplies, 07-01-19 thru 05-31-20	\$177.49	
		\$379.74	CT 25010819
Graybar Electric	Electrical Supplies July 1, 2019 - May 31, 2020	\$42.45	
	Electrical Supplies July 1, 2019 - May 31, 2020	\$122.56	
		\$165.01	CT 25010820
Azhane Griggs	Enrollment Expense Reimbursement	\$55.30	
		\$55.30	CT 25010821
Jeffery Hall	TRUSTEE COMPENSATION FOR BOARD MEETING ATTENDANCE	\$240.00	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$240.00	CT 25010822
Hardy Diagnostics	Instructional supplies for Biology labs	\$773.39	
	Instructional supplies for Biology labs	\$165.90	
		\$939.29	CT 25010823
Hayward Lumber Inc	Hardware-Lumber Supplies, 7-1-19 Thru 5-31-20	\$322.54	
	Hardware-Lumber Supplies, 7-1-19 Thru 5-31-20	\$36.58	
		\$359.12	CT 25010824
Health Sanitation Services	Roll-off Fees for 7-29-19	\$147.68	
	Greenyard Waste - Disposal Per Ton	\$105.10	
		\$252.78	CT 25010825
Help Systems Llc	InterMapper - 400 Devices	\$659.25	
		\$659.25	CT 25010826
Lisa Hernandez	Enrollment Expense Reimbursement	\$60.21	
		\$60.21	CT 25010827
Vicki Hernandez	Enrollment Expense Reimbursement	\$156.00	
		\$156.00	CT 25010828
Daniel Hilker	TRUSTEE COMPENSATION FOR BOARD MEETING ATTENDANCE	\$240.00	
		\$240.00	CT 25010829
Historic Santa Maria Inn	Hotel stay for guest speaker Diana Rodriguez	\$211.92	
	Hotel stay for guest speaker, Keith Curry	\$105.96	
		\$317.88	CT 25010830
Home Motors	PARTS INVOICE# CVCS452782	\$1,544.58	
	LABOR	\$1,708.75	
		\$3,253.33	CT 25010831
Institute Of Beauty Culture Inc	AGREEMENT FOR COSMETOLOGY TRAINING	\$5,582.85	
	AGREEMENT FOR COSMETOLOGY TRAINING	\$3,721.90	
	AGREEMENT FOR COSMETOLOGY TRAINING	\$10,149.30	
	AGREEMENT FOR COSMETOLOGY TRAINING	\$6,766.20	
	AGREEMENT FOR COSMETOLOGY TRAINING	\$10,488.45	
	AGREEMENT FOR COSMETOLOGY TRAINING	\$6,992.30	
	DSL LINE FEES JULY 1, 2019-JUNE 30, 2020	\$123.20	
		\$43,824.20	CT 25010832
International Security Products	Transcript Paper Quote #917	\$1,206.05	
	Shipping	\$90.85	
		\$1,296.90	CT 25010833
Ips Group Inc	July 2019 credit card transaction fee Inv #43694	\$60.12	
	July 2019 monthly Secure Gateway/Wireless Data	\$495.00	
	Jun monthly credit card transaction fee inv #42823	\$55.32	
	Jun monthly secure gateway/wireless data	\$495.00	
		\$1,105.44	CT 25010834
Kelly Paper Co	Campus Graphics Consumables - Paper	\$792.08	
	Campus Graphics Consumables - Paper	\$1,680.83	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Kelly Paper Co	Campus Graphics Consumables - Paper	\$877.90	
	Campus Graphics Consumables - Paper	\$1,214.93	
	Campus Graphics Consumables - Paper	(\$60.12)	
		\$4,505.62	CT 25010835
Larry Lahr	TRUSTEE COMPENSATION FOR BOARD MEETING ATTENDANCE	\$240.00	
	DENTAL PREMIUM AUG 2019	(\$196.69)	
		\$43.31	CT 25010836
Lahr Electric Motors Inc	Labor on Miller, XMT 450 CC CV ME412609U	\$85.00	
		\$85.00	CT 25010837
Margaret Lau	Reimb-Food Supply for 8-9-19 Mgmt Assoc PD Meeting	\$144.34	
	Reimb-Food Supply for 8-9-19 Mgmt Assoc PD Meeting	\$71.08	
		\$215.42	CT 25010838
Liebert Cassidy Whitmore	General Legal Counsel July 1, 2019 through	\$1,075.00	
	General Legal Counsel July 1, 2019 through	\$10,528.00	
	General Legal Counsel July 1, 2019 through	\$20,644.90	
		\$32,247.90	CT 25010839
Los Padres Fire Protection Inc	Fire Extinguisher Service for SM Campus	\$2,112.00	
	6 Year Tear Down Ext. Maintenance	\$301.95	
	Fire Extinguisher Service for Lompoc Campus	\$470.00	
	6 Year Tear Down Maintenance	\$44.55	
	Kitchen System Service - Bldgs. G, I, S	\$600.00	
	Industrial System Service - LVC Haz Mat Shed	\$200.00	
	Industrial System Service - SM Haz Mat Shed	\$200.00	
		\$3,928.50	CT 25010840
LOVARC	Fee Agreement for Summer	\$339.30	
		\$339.30	CT 25010841
Muriel Machin	RMB CFK Chemistry in the Kitchen - cake pans,	\$216.00	
		\$216.00	CT 25010842
Gabriel Marquez	Reimb for Instructional Supplies	\$17.38	
		\$17.38	CT 25010843
McKesson Medical Surgical Inc	Medical Supplies per attached quote # 77823823	\$280.21	
	Medical Supplies per attached quote # 77823823	\$237.14	
		\$517.35	CT 25010844
Mike Brown Grandstands Inc	Grandstand Rental, 204"x11 Rows per Quote 12085BG	\$12,975.00	
	48x8x10 High Platform with Stair	\$1,900.00	
	ADA Platform Ramp 10x78x36, Hand Railing as needed	\$1,775.00	
		\$16,650.00	CT 25010845
Mission Uniform Service	Uniform Services and Towels, 7-01-19 thru 5-31-20	\$32.80	
	Laundry Services for AB Program	\$11.11	
	Laundry Services for AT Program	\$35.34	
	Laundry Services for AT Program	\$35.34	
	Uniform Services and Towels, 7-01-19 thru 5-31-20	\$32.80	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$147.39	CT 25010846
Nationwide Power Solutions Inc	Supplies (Batterys, Capacitors, Axial Fans)	\$6,722.82	
	Labor Charges	\$2,205.00	
	Shipping and Handling Charges	\$596.45	
		\$9,524.27	CT 25010847
New Readers Press	15 wk Classroom Subscription Renewal	\$330.00	
	SHIPPING	\$31.50	
		\$361.50	CT 25010848
Next Day Signs	STYRENE SIGN 3"X10" FOR DOOR INVOICE #28615	\$65.25	
		\$65.25	CT 25010849
Office Depot	desk drawer organizer black 556859	\$10.97	
	Office Supplies 7.1.19-12.31.19	\$78.29	
	Office supplies 7-3-2019 thru 5-31-2020	\$57.57	
	OFFICE SUPPLIES FOR LE PROGRAM 7-5-19 TO 5-29-20	\$40.52	
	OFFICE OPERATIONAL SUPPLIES 7-11-19 TO 5-31-20	\$71.10	
	INSTRUCTIONAL SUPPLIES OPEN 7.25.19 TO 12.31.19	\$60.49	
	Office/Educational Supplies	\$115.22	
	Instructional Supplies	\$42.11	
	Office Supplies July 1, 2019-May 31, 2020	\$231.64	
	Office/Operational supplies	\$70.07	
	Office supplies July 1, 2019 through May 31, 2020	\$20.06	
	Office supplies July 1, 2019 through May 31, 2020	\$251.30	
	INSTRUCTIONAL SUPPLIES OPEN 7.25.19 TO 12.31.19	\$65.55	
	Office/Operational supplies 7/1/19-5/31/20	\$45.47	
	Office Supplies for DSN AWET	\$232.81	
	INSTRUCTIONAL SUPPLIES JULY 1, 2019 - MAY 31, 2020	\$139.28	
		\$1,532.45	CT 25010850
Orcutt Burgers Inc	Food for Hancock Hello Event	\$6,982.82	
		\$6,982.82	CT 25010851
Oriental Trading Company Inc	Stress Balls Assortment 25pc Item# 5/753 Invoice#	\$130.45	
	Crayola Colored Pencils 8ct Item# 73/26017	\$45.46	
	Crayola Colored Pencils 24ct Item# 73/26018	\$11.51	
	Yoga Skeletons Item# 13811031	\$19.13	
	Shipping and Handling	\$20.22	
		\$226.77	CT 25010852
Pacific Gas & Electric Company	Electricity Services 7.1.19-6.30.20	\$29,965.93	
	Electricity Services 7.1.19-6.30.20	\$7,491.49	
		\$37,457.42	CT 25010853
	Electricity Services 7.1.19-6.30.20	\$1,510.43	
	Electricity Services 7.1.19-6.30.20	\$377.61	
		\$1,888.04	CT 25010854
	Electricity Services 7.1.19-6.30.20	\$203.78	
	Electricity Services 7.1.19-6.30.20	\$50.95	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$254.73	CT 25010855
Party Place & Rental Center Inc.	Stage rental for Hancock Hello Event on 8.13.19	\$172.91	
	Pick Up-Delivery Charge	\$50.00	
	WC Service Charge	\$4.77	
		\$227.68	CT 25010856
Greg Pensa	TRUSTEE COMPENSATION FOR BOARD MEETING ATTENDANCE	\$240.00	
	DENTAL PREMIUM AUG 2019	(\$136.96)	
		\$103.04	CT 25010857
PPG Architectural Finishes Inc	Paint Supplies, 7-01-19 thru 5-31-20	\$35.77	
	Paint Supplies, 7-01-19 thru 5-31-20	\$164.23	
		\$200.00	CT 25010858
ProCare Janitorial Supply, Inc.	Custodial Supplies-Lompoc. 07-01-19 thru 05-31-20	\$327.27	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$1,593.04	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$61.59	
		\$1,981.90	CT 25010859
Maria Quesada	RMB supplies for 10717 CFK Arts Crafts- canvas,	\$110.07	
		\$110.07	CT 25010860
Quest Diagnostics	LABORATORY SERVICES FOR AHC STUDENTS	\$7.05	
		\$7.05	CT 25010861
R&R Roll-Off	Rental-40 Yard Drop Box Per Invoice 52935	\$180.00	
	Disposal Fee-Mixed Debris	\$284.61	
		\$464.61	CT 25010862
Rays Auto Parts	Parts-Supplies, 7-1-19 thru 5-31-20	\$42.62	
	Parts-Supplies, 7-1-19 thru 5-31-20	\$19.51	
	Parts-Supplies, 7-1-19 thru 5-31-20	\$7.92	
	Parts-Supplies, 7-1-19 thru 5-31-20	\$29.97	
	Parts-Supplies, 7-1-19 thru 5-31-20	\$4.99	
	Parts-Supplies, 7-1-19 thru 5-31-20	\$25.41	
		\$130.42	CT 25010863
Stephanie Robb	Food Reimbursement for Ambassador Training	\$226.61	
		\$226.61	CT 25010864
Roebbelen Construction Management Services	Staff Augmentation and preconstruction services	\$85.00	
	Allowance for constructability review for the Fine Construction Management Services for Fine Arts	\$3,015.00	
		\$7,750.00	
		\$10,850.00	CT 25010865
Rosetta Stone Ltd Inc	Rosetta Stone Foundations K-12 Silver to 9.16.22	\$45,958.65	
		\$45,958.65	CT 25010866
Santa Ynez Valley Star	Fall 2019 Registration Ad quarter-page, full-color	\$272.00	
		\$272.00	CT 25010867
SLO Pest And Termite	Initial Service Charge	\$125.00	

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Allan Hancock College
Warrant Register
 Check Dates from 8/1/2019 to 8/31/2019
 Bank Code: CT

Vendor Name	Description	Amount	Warrant
SLO Pest And Termite	Initial Service Charge	\$120.00	
		\$245.00	CT 25010868
Smart & Final	Food items for student services activities	\$370.05	
		\$370.05	CT 25010869
Regina Smith	Grant and categorical finance consulting services:	\$1,237.50	
		\$1,237.50	CT 25010870
Southern California Gas Co	Gas Supply 7.1.19-6.30.20	\$3,282.57	
	Gas Supply 7.1.19-6.30.20	\$820.65	
		\$4,103.22	CT 25010871
Stantec Consulting Services Inc	Architect Fees -Task 1 Sewer Relocation- Fine Arts	\$7,297.50	
	Architect Fees-Task 2 Water Line Relocation for	\$8,734.00	
		\$16,031.50	CT 25010872
Strata Information Group	Banner Finance Consulting SOW153-Finance1920	\$271.25	
	Professional Svcs for SOW156-DWSUPPORT1920	\$1,395.00	
		\$1,666.25	CT 25010873
The Lincoln Electric Company	Instructional Supplies for WLDT Program	\$357.18	
	Instructional Supplies for WLDT Program	\$58.88	
		\$416.06	CT 25010874
The Myers-Briggs Company	MBTI Self-Scorable (Form MStep1) #6165	\$7,212.85	
	Shipping	\$16.16	
		\$7,229.01	CT 25010875
Trojan Petroleum, Inc	Gasoline Purchases, 07-01-19 thru 06-30-20	\$1,948.95	
	Gasoline Purchases, 07-01-19 thru 06-30-20	\$4,497.57	
		\$6,446.52	CT 25010876
United Parcel Service	UPS Charges, 7-1-19 thru 6-30-20	\$82.01	
		\$82.01	CT 25010877
US Bank Corporate Payment System	MICHAELS	\$191.36	
	HOME DEPOT	\$12.64	
	LOWES	\$12.56	
	P2000662 Michaels Credit Memo	(\$134.84)	
	P1901981 The Tribune Credit	(\$1.36)	
		\$80.36	CT 25010878
VTC Enterprises	Fee Agreement for Summer	\$13,050.00	
	Fee Agreement for Summer	\$19,140.00	
	Fee Agreement for Summer	\$870.00	
		\$33,060.00	CT 25010879
Ward's Science Inc	Instructional Supplies for Biology labs	\$86.95	
		\$86.95	CT 25010880
Winema Industrial and Safety Supply	AED Inspection and Online Reporting	\$285.00	

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Allan Hancock College
Warrant Register
Check Dates from 8/1/2019 to 8/31/2019
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$285.00	CT 25010881
Hilda Zacarias	TRUSTEE COMPENSATION FOR BOARD MEETING ATTENDANCE	\$240.00	
	DENTAL PREMIUM AUG 2019	(\$66.68)	
		\$173.32	CT 25010882
Clarence Allen	Manual Refund Submitted	\$68.00	
		\$68.00	CT 25010883
Mary Campos	BuildingHealthyMultiracialCommunities	\$45.82	
		\$45.82	CT 25010884
Henry Davis	GetFocusedStayFocusedWorkshop	\$171.27	
		\$171.27	CT 25010885
Theresa Figueroa	Manual Refund Submitted	\$32.00	
		\$32.00	CT 25010886
Hyatt Regency Long Beach	Yvonne TenienteCuello 9.18-19.19	\$0.00	
	Yvonne TenienteCuello 9.18-19.19	\$218.09	
		\$218.09	CT 25010887
	Cynthia Diaz 9.18-19.19	\$0.00	
	Cynthia Diaz 9.18-19.19	\$218.09	
		\$218.09	CT 25010888
Idealliance	Robert Nourse 9.23-26.19	\$2,000.00	
	Robert Nourse 9.23-26.19	\$0.00	
		\$2,000.00	CT 25010889
Michael Jeffers	Manual Refund Submitted	\$20.00	
		\$20.00	CT 25010890
Kelley Kirby	Manual Refund Submitted	\$32.00	
		\$32.00	CT 25010891
Erin Krier	Field to Table Week of Welcome field trip	\$286.08	
		\$286.08	CT 25010892
Remigio Lacambra	Manual Refund Submitted	\$5.00	
		\$5.00	CT 25010893
Gloria Mangilog	Manual Refund Submitted	\$5.00	
		\$5.00	CT 25010894
Megan Mccomas	Nursing Simulation conference	\$919.22	
		\$919.22	CT 25010895
Fabian Mendoza	8.1.19 mileage	\$1.28	
	8.1.19 mileage	\$1.28	
		\$2.56	CT 25010896
Bernardo Morales Lopez	7.3-31.19 mileage	\$16.59	
		\$16.59	CT 25010897
Krystle Navarrette	6.4-7.19 mileage	\$8.12	

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Allan Hancock College
Warrant Register
Check Dates from 8/1/2019 to 8/31/2019
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$8.12	CT 25010898
Organizational Services, Inc	YvonneTenienteCuello 9.18-19.19	\$0.00	
	YvonneTenienteCuello 9.18-19.19	\$295.00	
		\$295.00	CT 25010899
	Cynthia Diaz 9.18-19.19	\$295.00	
	Cynthia Diaz 9.18-19.19	\$0.00	
		\$295.00	CT 25010900
Diana Perez	Lacai Database training	\$487.33	
		\$487.33	CT 25010901
John Riegel	Manual Refund Submitted	\$5.00	
		\$5.00	CT 25010902
Maria Romero	Manual Refund Submitted	\$5.00	
		\$5.00	CT 25010903
Maria Zepeda De Rosas	ResourcePresentationForAdultEducation	\$53.28	
		\$53.28	CT 25010904
Adobe Systems Inc	Adobe Stock Images	\$2,399.88	
		\$2,399.88	CT 25010905
Agile Sports Technologies Inc	Mens Varsity Football-Hudl Gold: 7.15.19 - 7.14.20	\$600.00	
		\$600.00	CT 25010906
AHC Foundation	Payroll Deduction 8/30/19	\$2,555.15	
		\$2,555.15	CT 25010907
AHC Viticulture & Enology Foundation	5TH ANNIVERSARY CELEBRATION SPONSORSHIP	\$1,000.00	
		\$1,000.00	CT 25010908
Amazon	STUDENT SUPPLIES LE PROGRAM 8-14-19 TO 5-29-20	\$493.80	
	STUDENT SUPPLIES LE PROGRAM 8-14-19 TO 5-29-20	\$103.87	
	STUDENT SUPPLIES LE PROGRAM 8-14-19 TO 5-29-20	\$91.47	
	Office/Operational Supplies 7-18-19 to 5-29-20	\$41.55	
	Tape, Dispenser, 3/4 x 650"	\$48.10	
	Vivifying 328 Ft 3mm Twine, green	\$9.78	
	Red Pipe Cleaners eboot 100 Pieces	\$21.70	
	Black Pipe Cleaners, Chenille Stem, 6x300mm	\$22.48	
	Revlon Nail Enamel, Clear	\$30.22	
	Rosary Twine #9 Royal	\$11.36	
	Shipping and Handling	\$3.64	
	Campark Trail Camera 14MP 1080P	\$197.97	
	Shipping	\$8.80	
	EMS Operational Supplies	\$38.69	
	LD Compatible Toner Cartridge 3pk substitute HP30X	\$110.90	
	Instruction Supplies 7/1/19 - 5/31/20	\$27.96	
	Instruction Supplies 7/1/19 - 5/31/20	\$315.90	
	Instruction Supplies 7/1/19 - 5/31/20	\$118.36	
	Instruction Supplies 7/1/19 - 5/31/20	\$201.42	
	Instruction Supplies 7/1/19 - 5/31/20	\$267.88	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Amazon	Instruction Supplies 7/1/19 - 5/31/20	\$32.73	
	Instruction Supplies 7/1/19 - 5/31/20	\$205.89	
	Instruction Supplies 7/1/19 - 5/31/20	\$185.37	
	Instruction Supplies 7/1/19 - 5/31/20	\$168.35	
	Instruction Supplies 7/1/19 - 5/31/20	\$165.76	
	Instructional Supplies 7-10-19 to 5-29-20	\$276.09	
	Instructional Supplies 7-10-19 to 5-29-20	\$57.36	
	Instructional supplies 7.1.19-5.31.20 Rick Rantz	\$244.70	
	Instructional supplies 7.1.19-5.31.20 Rick Rantz	\$36.78	
		\$3,538.88	CT 25010909
	BOOKS FOR LIBRARY, 7-15-19 TO 5-31-20-DORITY FUND	\$483.73	
	OFFICE-OPERATIONAL SUPPLIES: 8-2-2019 TO 5-31-2020	\$201.39	
		\$685.12	CT 25010910
American Fidelity - Med Reimbursement	Insurance Premium August 2019	\$14,372.96	
		\$14,372.96	CT 25010911
American Fidelity - VOL INS	Insurance Premium August 2019	\$22,000.98	
		\$22,000.98	CT 25010912
American Industrial Supply	Operational supplies for fire academy	\$24.14	
		\$24.14	CT 25010913
American Star Tours, Inc.	Bus Service for Field to Table event 8-14-19	\$1,290.00	
	Bus Service - PCPA Solvang Trips, Invoice 7166	\$4,860.00	
		\$6,150.00	CT 25010914
Assoc CA Community College Admin	Payroll Deduction 8/30/19	\$109.00	
		\$109.00	CT 25010915
Assoc Of Community & Continuing Education	ACCE Membership 2019-2020 Renewal	\$360.00	
		\$360.00	CT 25010916
Atkinson Andelson Loya Ruud And Romo	General Legal Services July 1, 2019-June 30, 2020	\$672.00	
	General Legal Services July 1, 2019-June 30, 2020	\$342.90	
		\$1,014.90	CT 25010917
B & B Steel & Supply	Instructional Supplies for WLDT Program	\$2,611.67	
	Instructional Supplies for WLDT Program	\$1,415.62	
		\$4,027.29	CT 25010918
Bremer Auto Parts	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$159.13	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$250.46	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$127.23	
	PARTS-TOOLS FOR LE TRAINING VEHICLES	\$73.27	
		\$610.09	CT 25010919
Cal-Coast Machinery, Inc.	Parts per Invoices 561353 and 563931	\$7.79	
	Parts per Invoices 561353 and 563931	\$21.55	
	Parts (Invoice 565548)	\$533.49	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Cal-Coast Machinery, Inc.	Labor Charges (Invoice 565548)	\$480.00	
	Environmental Fee (Invoice 565548)	\$5.76	
		\$1,048.59	CT 25010920
Carolina Biological	Instructional Supplies for Biology labs	\$30.75	
	Instructional Supplies for Biology labs	\$256.50	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$64.93	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$45.81	
		\$397.99	CT 25010921
Carr's Boot Shop	Safety Boots July 1, 2019 through June 30, 2020	\$125.00	
		\$125.00	CT 25010922
CDW Government Inc	Microsoft Surface Pro Type Cover with Keyboard	\$229.01	
	Dell Keyboard with Touchpad	\$124.83	
	Dell 20" Monitor P2018H	\$1,560.02	
	Recycle Fee	\$60.00	
	Dell Latitude 5500 15.6 Core i5 8265U Laptop	\$2,436.57	
	Apple MacBook Air with Retina Display 13.3	\$1,432.73	
	Recycle Fee	\$17.00	
	Kramer KW-14 Wireless HD Receiver #5257249	\$2,104.33	
	Dell P2419H LED Monitor 24" #5163801 Quote KVDH350	\$4,241.68	
	Dell OptiPlex 3060 Computer #5137608	\$16,574.52	
	HP Laser Jet Pro Printer M428fdn #5537523	\$585.30	
	Recycling Fee	\$120.00	
	Dell Micro All in One Stand #4501166	\$1,776.76	
	VIZIO 36" Sound Bar #5170384	\$240.86	
	Kramer RC-74DL Button Panel Quote #1BZ4TL2	\$851.08	
	StarTech.com HDMI over IP Ethernet Extender	\$370.95	
Kramer VIA Wireless HDMI Hub	\$847.56		
HP Scanjet Pro 3000 Sheet Feed Scanner	\$4,100.96		
		\$37,674.16	CT 25010923
Central Coast Literacy Council	CENTRAL COAST LITERACY COUNCIL ADULT SPELLING BEE	\$1,000.00	
		\$1,000.00	CT 25010924
City Of Lompoc Transit	County 10-Puch Pass	\$540.00	
		\$540.00	CT 25010925
City Of Santa Maria	Water Services and Disposal Site 7.1.19 - 6.30.20	\$2,644.25	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$661.06	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$5,345.97	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$1,336.49	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$8,019.55	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$2,004.89	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$660.48	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$165.12	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$2,082.86	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$520.71	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$100.19	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$25.05	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$2,178.63	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
City Of Santa Maria	Water Services and Disposal Site 7.1.19 - 6.30.20	\$544.66	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$3,411.42	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$852.85	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$101.58	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$25.39	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$197.58	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$49.39	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$164.11	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$41.03	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$1,190.60	
	Water Services and Disposal Site 7.1.19 - 6.30.20	\$297.65	
	\$32,621.51	CT 25010926	
Coastal Reprographic Services	Printing for Fine Arts Project	\$1,342.91	
	Printing for Fine Arts Project	\$18.66	
	Printing for Fine Arts Project	\$10.18	
	Printing for Fine Arts Project	\$5.44	
	\$1,377.19	CT 25010927	
Comcast Cable	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$175.91	
		\$175.91	CT 25010928
	Comcast Monthly Recurring Costs 7.1.19-6.30.20	\$41.05	
	\$41.05	CT 25010929	
Dept Of Forestry & Fire Protection	Billing for FSTEP Course:	\$600.00	
	HANDLING FEE	\$8.00	
	Billing for FSTEP Course:	\$600.00	
	HANDLING FEE	\$8.00	
	\$1,216.00	CT 25010930	
Drug Free Sport	2019.20 PROGRAM ADMINISTRATIVE FEE	\$200.00	
		\$200.00	CT 25010931
ECMC	Payroll Deduction 8/30/19	\$341.16	
		\$341.16	CT 25010932
Envoy Plan Services Inc.	Payroll Deduction 8/30/19	\$103,344.25	
		\$103,344.25	CT 25010933
FACCC Fac Assoc CA Comm Colleges	Payroll Deduction 8/30/19	\$400.50	
		\$400.50	CT 25010934
Faculty Association of AHCC	Payroll Deduction 8/30/19	\$6,345.37	
		\$6,345.37	CT 25010935
Faronics Technologies Usa Inc	Deep Freeze ENT NA EDU Maintenance:	\$4,750.70	
	Deep Freeze Mac NA EDU Maintenance	\$178.30	
		\$4,929.00	CT 25010936
Ferguson Enterprises Inc	Control Module, EBV-129AU-G2 Elec	\$144.56	
	Range Coupling, 6 " Wide per Invoice 7887854	\$517.16	
	Gate Valve Per Invoice 7838850	\$517.20	

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
Ferguson Enterprises Inc	4" PVC Wedge Restraint Gland Pack One-Lok	\$81.89	
	Plumbing Supplies. 07-01-19 thru 5-31-20	\$26.75	
		\$1,287.56	CT 25010937
Fisher Floors Inc	Berk Rubber Base, 701-P 100 ft. per Invoice 3786	\$210.60	
	Wall Base Adhesive,Ultrabond EC0575 per Inv. 3789	\$10.70	
		\$221.30	CT 25010938
Foodbank Of Santa Barbara County	Purchase of Food Items for Students 7/1/19-6/30/20	\$238.22	
		\$238.22	CT 25010939
	Purchase of Food Items for Students 7/1/19-6/30/20	\$40.00	
	Purchase of Food Items for Students 7/1/19-6/30/20	\$276.60	
	\$316.60	CT 25010940	
Tom Franciskovich	Tom Franciskovich speaker fee for Presidents	\$1,000.00	
		\$1,000.00	CT 25010941
Global Industrial Equipment	Work Stool Item 506779BK Quote #5205916	\$74.98	
	Shipping	\$32.57	
		\$107.55	CT 25010942
Petra Gomez	Water Reimbursement for CAN-TRIO Kick Off	\$11.19	
		\$11.19	CT 25010943
Grainger Inc.	Maintenance Supplies, 07-01-19 thru 05-31-20	\$102.35	
		\$102.35	CT 25010944
Gray Electrical Consulting Engineering Llc	Electrical Engineering Services for Fine Arts Bldg	\$3,088.00	
		\$3,088.00	CT 25010945
Harbor Freight Tools	Instructional Supplies for WLDT Program	\$358.67	
	Instructional Supplies for WLDT Program	\$41.25	
		\$399.92	CT 25010946
Hardy Diagnostics	Instructional supplies for Biology labs	\$74.59	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$59.24	
		\$133.83	CT 25010947
Hoists Direct LLC	Enrange Flex EX2 12-button Spare Transmitter	\$673.16	
		\$673.16	CT 25010948
Intermountain Lock And Security Supply	Key and Lock Supplies. 7-01-19 thru 5-31-20	\$436.09	
	Lock Hardware-Accessories per Quote 2394027	\$298.85	
	Lock Hardware-Accessories per Quote 2394027	\$857.69	
	Key and Lock Supplies. 7-01-19 thru 5-31-20	\$238.17	
		\$1,830.80	CT 25010949
Rebecca Jacobs	Enrollment Expense Reimbursement	\$234.50	
	Supplies Reimbursement for CANTRIO Kickoff	\$21.75	
		\$256.25	CT 25010950
Jay Cee Trophy	BADGES- LE NAME PLATE INVOICE#068423	\$29.37	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$29.37	CT 25010951
Johnson Plastics Plus	Campus Graphics Consumables - Engraving Supplies	\$188.21	
		\$188.21	CT 25010952
Just Communities	Presentation for Presidents Leadership Academy	\$868.09	
		\$868.09	CT 25010953
Kaori Photo	Photography and image rights of 2019 Hancock Hello	\$746.98	
		\$746.98	CT 25010954
Erin Krier	Reimbursement for food purchases for Field to	\$600.19	
		\$600.19	CT 25010955
Lee Central Coast Newspapers	2019 Community Pride Education Special Feature	\$450.00	
	Fall 2019 Registration Promo Display Ad	\$850.00	
	Fall 2019 Registration Digital LCCN Web Reveal Ad	\$350.00	
	Monthly Online Big Ad July 2019 to June 2020	\$1,000.00	
	2019 Community Pride Education Special Feature	\$450.00	
	2019 Community Pride Education Special Feature	\$450.00	
	2019 Community Pride Education Special Feature	\$450.00	
	2019 Community Pride Education Special Feature	\$450.00	
	2019 Community Pride Education Special Feature	\$450.00	
	2019 Community Pride Education Special Feature	\$450.00	
	2019 Community Pride Education Special Feature	\$450.00	
		\$5,800.00	CT 25010956
Lexis Nexis Inc	LEXIS-NEXIS ADVANCE, 7-1-18 TO 10-31-18	\$880.00	
		\$880.00	CT 25010957
Liebert Cassidy Whitmore	General Legal Counsel July 1, 2019 through	\$67.50	
		\$67.50	CT 25010958
Lowes	OPTIX 8-in x 10-in Clear Acrylic Sheet Item#55844	\$93.70	
	INSTRUCTIONAL SUPPLIES	\$128.20	
		\$221.90	CT 25010959
Matranga Floral	Instructional Supplies for noncredit floral class	\$106.70	
		\$106.70	CT 25010960
Metlife Small Market	INSURANCE PREMIUMS AUG 2019	\$137.02	
		\$137.02	CT 25010961
Metropolitan Life Insurance Co	INSURANCE PREMIUMS AUG 2019	\$5,963.46	
		\$5,963.46	CT 25010962
Mission Uniform Service	Laundry Services for AB Program	\$11.11	
	Laundry Services for AT Program	\$0.00	
	Uniform Services and Towels, 7-01-19 thru 5-31-20	\$38.10	
		\$49.21	CT 25010963
Montana SDU Child Support	PAYROLL DEDUCTION 8.30.19	\$61.94	
		\$61.94	CT 25010964
Moxie Cafe	Food for Counseling Retreat	\$185.04	

Allan Hancock College

Warrant Register

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$185.04	CT 25010965
Niles Biological	Instructional Supplies for Biology labs	\$28.95	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$72.78	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$41.26	
		\$142.99	CT 25010966
Noble Power Equipment	Trimmer Head	\$34.65	
	Trimmer Line, 105 3# Spool Orange Diamond	\$41.27	
		\$75.92	CT 25010967
Office Depot	Office supplies July 1, 2019 through May 31, 2020	\$14.99	
	Mat 284308	\$195.74	
	Office Supplies, 8-12-19 to 5-31-20	\$35.84	
	Office Supplies, 8-12-19 to 5-31-20	\$31.53	
	RPT TONER 24A BLACK	\$66.53	
	HP 952 BLACK INK CARTRIDGE	\$22.83	
	HP 952 YELLOW INK CARTRIDGE	\$15.98	
	HP 952 CYAN INK CARTRIDGE	\$15.98	
	HP 952 MAGENTA INK CARTRIDGE	\$15.98	
	OD 55X TONER	\$183.52	
	BROTHER LABEL MAKER TAPE WHITE	\$11.95	
	ergonomic keyboard	\$43.45	
	Dr. Grip Ballpoint Pen Pilot Black ink	\$25.40	
	Color File Folders Office Depot box of 100	\$30.64	
	File Folders Office Depot pack of 100	\$35.47	
	Logitech Wireless Mouse Black	\$21.74	
	Keyboard Wrist Rest Black	\$15.98	
	Mouse pad wrist rest, gel black	\$20.43	
		\$803.98	CT 25010968
Old Town Cups and Crumbs	Catering for Presidents Leadership Academy.	\$400.00	
		\$400.00	CT 25010969
Olive Garden Restaurants	Food for Student Ambassador Training	\$295.29	
		\$295.29	CT 25010970
Optiv Security Inc	HPE Aruba: Support Bundle Renewal	\$5,612.66	
		\$5,612.66	CT 25010971
PARS Public Agency Retirement	PAYROLL DEDUCTION 8.30.19	\$20,690.52	
		\$20,690.52	CT 25010972
Part Time Faculty AHC - Member	PAYROLL DEDUCTION 8.30.19	\$12,708.58	
		\$12,708.58	CT 25010973
PCPA Foundation	PAYROLL DEDUCTION 8.30.19	\$50.00	
		\$50.00	CT 25010974
Pharmedix	Prescription Medication July 1 2019 - May 31 2020	\$25.67	
	Prescription Medication July 1 2019 - May 31 2020	\$561.41	
	Oral Contraceptives July 1 2019 - May 31 2020	\$143.45	

Allan Hancock College

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Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$730.53	CT 25010975
Pioneer Athletics	ATHOG5 Brite Stripe Old Gold, 5 gal.	\$404.55	
	ATHW5A Brite Stripe White, 5 gal.	\$4,110.75	
	QSBK12 Quik Stripe Black, 12/cs	\$342.56	
	QSW12 Quik Stripe Artic White,12/cs	\$328.97	
	Shipping-Handling Charges	\$172.74	
		\$5,359.57	CT 25010976
Pizzeria Bello Forno LLC	Presidents Leadership Academy Catering Lunch- 18% Gratuity	\$904.50	
		\$163.52	
		\$1,068.02	CT 25010977
Portable Johns, Inc.	Rental - Holding Tank, 7-1-19 thru 6-30-20	\$65.25	
	Service - 300 Gal. Holding Tank	\$220.00	
	Additional Service	\$165.00	
	Rental/Servicing 7-1-19 thru 6-30-20	\$731.60	
		\$1,181.85	CT 25010978
PPG Architectural Finishes Inc	Paint Supplies, 7-01-19 thru 5-31-20	\$65.21	
		\$65.21	CT 25010979
Praxair Distribution Inc.	Carbon Dioxide Liquid, 7-1-19 thru 6-30-20	\$252.68	
	Carbon Dioxide Liquid, 7-1-19 thru 6-30-20	(\$541.26)	
	Instructional Supplies for WLDT Program	\$1,027.45	
	Instructional supplies for noncredit jewelry class	\$50.75	
		\$789.62	CT 25010980
Premium Quality Lighting	Light Bulbs per Quote 12-17732	\$185.96	
	Light Bulbs per Quote 12-17732	\$3,239.23	
		\$3,425.19	CT 25010981
ProCare Janitorial Supply, Inc.	Custodial Supplies-Lompoc. 07-01-19 thru 05-31-20	\$39.33	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$160.20	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$901.49	
	Custodial Supplies, SM, 7-1-19 Thru 5-31-20	\$217.14	
	Can Liner per Invoice 128700	\$405.20	
		\$1,723.36	CT 25010982
Antonio Ramirez	Supplies Reimbursement for Counseling Retreat	\$27.84	
		\$27.84	CT 25010983
Readyrefresh By Nestle	Water Delivery Service for Bldgs. 0 and P	\$154.79	
		\$154.79	CT 25010984
Redrock Software Corporation	Annual TutorTrac Support, Valid: 9.01.19 - 8.31.20	\$849.00	
		\$849.00	CT 25010985
Stephanie Robb	Reimbursement for food items for the Lunch Locker	\$132.83	
		\$132.83	CT 25010986
Susan Roehl	Reimbursement for Stop The Bleed props Prof Dev	\$51.66	
		\$51.66	CT 25010987
Safeway Inc - Vons Division	Instructional Supplies for Biology labs	\$29.29	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$29.29	CT 25010988
Santa Barbara County Sheriffs Office	PAYROLL DEDUCTION 8.30.19	\$342.49	
		\$342.49	CT 25010989
Scholarship College Savings	PAYROLL DEDUCTION 8.30.19	\$30.00	
		\$30.00	CT 25010990
Leticia Segoviano	ENROLLMENT EXP REIMBURSEMENT	\$166.76	
		\$166.76	CT 25010991
Smart & Final	Food/Supply for UTC workshops/events 7/30-12/31/19	\$73.46	
	Student Food Supplies	\$154.83	
		\$228.29	CT 25010992
Smith Pipe & Supply Inc	Landscape Supplies, 7-1-19 thru 5-31-20	\$231.43	
	Landscape Supplies, 7-1-19 thru 5-31-20	\$196.57	
	Landscape Supplies, 7-1-19 thru 5-31-20	\$14.74	
		\$442.74	CT 25010993
Alberto Solano	Independent contract for Guided Pathways coaching	\$427.51	
	Independent contract for Guided Pathways coaching	\$2,072.49	
		\$2,500.00	CT 25010994
Spectrum Reach	Production of TV spot 7/28/19	\$300.00	
	Fall 2019 Registration promo 30-second spot	\$1,175.00	
		\$1,475.00	CT 25010995
Sports Facilities Group, Inc	Gymnasium Bleacher Repairs, Bldg N per Quote D6842	\$25,936.88	
	Labor Charges	\$24,857.00	
	Freight Charges	\$1,100.00	
		\$51,893.88	CT 25010996
Stantec Consulting Services Inc	Architect Fees -Task 1 Sewer Relocation- Fine Arts	\$2,820.00	
	Architect Fees-Task 2 Water Line Relocation for	\$2,211.00	
	Architect Fees-Task 3-Irrigation Extension for	\$420.00	
	Architect Fees-Change Order	\$4,170.00	
		\$9,621.00	CT 25010997
STRS Cash Balance Plan, MS#20	PAYROLL DEDUCTION 8.30.19	\$33,523.54	
		\$33,523.54	CT 25010998
SVM Lp	Chevron Gas Cards	\$4,100.00	
	Shipping and Handling	\$25.00	
	Walmart Cards	\$5,000.00	
	Shipping and Handling	\$24.36	
		\$9,149.36	CT 25010999
Texas Life Insurance Co.	INSURANCE PREMIUMS AUG 2019	\$6,924.42	
		\$6,924.42	CT 25011000
TG	PAYROLL DEDUCTION 8.30.19	\$1,114.69	

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Allan Hancock College
Warrant Register
Check Dates from 8/1/2019 to 8/31/2019
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$1,114.69	CT 25011001
The Hartford, Group Benefits	INSURANCE PREMIUMS AUG 2019	\$5,234.04	
		\$5,234.04	CT 25011002
Toste Grading & Paving Inc	LVC Parking Lot Asphalt	\$10,935.25	
		\$10,935.25	CT 25011003
Total Access Group Inc.	lifestyles ultra lubricated condoms	\$67.43	
	lifestyles ultra sensitive condoms	\$70.69	
	ID Extra Large Condoms	\$85.91	
	trustex assorted flavors	\$107.66	
	trustex assorted flavor/scented latex dental dams	\$117.45	
	id glide personal lubricant 3 ml Foils	\$97.88	
	condom dispenser dual chamber	\$189.38	
		\$736.40	CT 25011004
Trojan Petroleum, Inc	Diesel Purchases, 07-01-19 thru 06-30-20	\$982.60	
		\$982.60	CT 25011005
United Parcel Service	UPS Charges, 7-1-19 thru 6-30-20	\$89.06	
		\$89.06	CT 25011006
United Refrigeration Inc	HVAC Supplies, 07-01-19 thru 05-31-20	\$12.40	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$39.11	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$118.10	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$584.99	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$33.02	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$208.96	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$150.96	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$25.67	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$324.16	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$65.16	
	HVAC Supplies, 07-01-19 thru 05-31-20	(\$312.66)	
	HVAC Supplies, 07-01-19 thru 05-31-20	\$312.66	
		\$1,562.53	CT 25011007
United Way of the Central Coast	PAYROLL DEDUCTION 8.30.19	\$35.00	
		\$35.00	CT 25011008
Urbane Cafe	Food for UTC Advisory Board Meeting	\$351.81	
		\$351.81	CT 25011009
US Bank Corporate Payment System	Animoto Inc. one-month trial	\$94.00	
	LCCN Santa Maria Times Subscription	\$190.00	
	LCCN Lompoc Record Subscription	\$90.00	
	Urbane Cafe - lunch for commencement debrief mtg	\$411.00	
	Kiwanis Club - lunch meeting 6/28/19	\$13.00	
	Historic SM Inn - SS admin retreat	\$489.63	
	Kiwanis Club - lunch meeting 7/18/19	\$13.00	
		\$1,300.63	CT 25011010
US Dept of Education	PAYROLL DEDUCTION 8.30.19	\$2,120.42	

Allan Hancock College

Warrant Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$2,120.42	CT 25011011
Verizon Wireless	Monthly Line Charges for 805.621.2466 thru 6.30.20	\$38.01	
		\$38.01	CT 25011012
	Cellphone service charges from 7-1-19 to 6-30-20	\$389.25	
		\$389.25	CT 25011013
Ward's Science Inc	Instructional Supplies for Biology labs	\$52.09	
	Instructional Supplies for Biology labs	\$106.32	
	Instructional Supplies for Biology labs	\$532.92	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$27.35	
	Science Lab Supplies July 1, 2019-May 31, 2020.	\$116.77	
		\$835.45	CT 25011014
Wex Bank	Gas Credit Card Purchases, 7-1-19 thru 06-30-20	\$66.00	
		\$66.00	CT 25011015
Ana E Zuniga	Provide CPR/First Aid classes once per month as	\$1,170.00	
	Provide CPR/First Aid classes once per month as	\$845.00	
		\$2,015.00	CT 25011016

Warrant RegisterCheck Dates from 8/1/2019 to 8/31/2019
Bank Code: CT

Fund and Reversal Summary

Totals By Fund:

Total for General Fund 9410	\$2,447,536.64
Total for Bond Interest & Redemption Fund 9421	\$0.00
Total for Child Development Fund 9433	\$1,618.85
Total for Capital Outlay Project Fund 9441	\$393,306.00
Total for General Obligation Bond Fund 9447	\$41,175.44
Total for Dental Self-Insurance Fund 9461	\$69,403.00
Total for Self-Insurance Health Exam Fund 9462	\$0.00
Total for Self-Insurance, Property, & Liability Fund 9463	\$0.00
Total for Post-Employment Benefits Fund 9469	\$0.00
Total for Student Body Center Fee Trust Fund 9473	\$0.00

Allan Hancock College

Check Register

Check Dates from 8/1/2019 to 8/31/2019

Bank Code: RC

Vendor Name	Description	Amount	Check
		<hr/> \$0.00	
		<hr/> Total: \$0.00	

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT	
October 8, 2019	
ACRONYMS	
AHC - ASB ATHLETICS	Allan Hancock College - Associated Student Body Athletics
AHC - Associated Student Body	Allan Hancock College-Associated Student Body
AHC - Part - Time Faculty Association	Allan Hancock College - Part Time Faculty Association
AHC Foundation	Allan Hancock College Foundation
AHC Viticulture & Enology Foundation	Allan Hancock College Viticulture & Enology Foundation
American Fidelity - VOL INS	American Fidelity - Voluntary Insurance
CACCRAO	California Assn of Community College Records & Admissions Officers
CCCAOE	California Community College Administrators of Occupational Education
CDW Government Inc	Computer Discount Warehouse Government Inc
CSMI	Computer Sports Medicine I Medical Solutions
DEX YP	Dex Yellow Page Media
ECMC	Education Credit Management Corporation
EDITS	Educational and Industrial Testing Service
EDU Business Solutions	Education Business Solutions
FACCC Fac Assoc CA Comm Colleges	Faculty Association of California Community Colleges
Faculty Association of AHCC	Faculty Association of Allan Hancock Community College
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
Idealliance	Idea Alliance
Ips Group Inc	International Parking Systems Group Inc
LOVARC	Life Options, Vocational and Resource Center
Metlife Small Market	Metropolitan Life Small Market
Montana SDU Child Support	Montana State Disbursement Unit Child Support
Morris PI Group	Morris Private Investigations Group
NISOD	National Institute/Staff & Organizational Development
PARS Public Agency Retirement	Public Agency Retirement System
Part Time Faculty AHC-Member	Part Time Faculty Allan Hancock College Member
PCPA Foundation	Pacific Conservatory of the Performing Arts Foundation
PPG Architectural Finishes	Pittsburgh Paints & Glass Architectural Finishes
RD Systems	Russell and Downy Systems
SISC III	Self Insured Schools of California
SLO Pest and Termite	San Luis Obispo Pest and Termite
STRS Cash Balance Plan, MS#20	State Teachers Retirement System Cash Balance Plan, MS#20
SVM LP	Stored Value Marketing LP
TG	Texas Guaranteed Student Loan Corporation
The Docuteam	The Document Team
VIRTUAL VRI	Virtual Video Remote Interpreting
VTC Enterprises	Vocational Training Center Enterprises
WEX Bank	Wright Express Financial Services Corp

CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Authorization to Declare District Property as Surplus	Item Number: 11.B.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 2

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. The following page is a list of district property to be declared surplus and subsequently sold at auction.

Education Code Section §81452 (a) provides for the sale of district property at private sale without advertising if the governing board, by an 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/or 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: Eric D. Smith	Final Disposition:
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Description	Quantity	Condition	AHC ID#	VIN #	License #
Gagne, Inc. Porta-Trace large light table	2	Excess. Not used.	None		
Linseis L200E GC Printer	1	No longer needed.	None		
HP 2410 Printer	1	Old items stored for many years.	None		
HP Laser Jet Printer	1	Old items stored for many years.	None		
HP 2 Photosmart SNPRH-0807	1	Old items stored for many years.	None		
IBM Typewriter	1	Old items stored for many years.	None		
Keyboard tray	1	Surplus equipment.	None		
HP Deskjet 61 Printer	1	Surplus equipment.	None		
HP Scanjet N6 Scanner	1	Old.	1938		
Market Forge STMEL Sterilizer	1	Safety hazard. Replacement to be installed in its place.	552		
Haas CSMD Cont. Simulator	2	Surplus - No longer needed or useful for program instruction.	None		
Haas CSMD Cont. Simulator	1	Surplus - No longer needed or useful for program instruction.	717342		
Haas CSMD Cont. Simulator	1	Surplus - No longer needed or useful for program instruction.	717471		
Haas CSMD Cont. Simulator	1	Surplus - No longer needed or useful for program instruction.	717472		
Haas CSMD Cont. Simulator	1	Surplus - No longer needed or useful for program instruction.	717473		
HP Scanjet N610	2	Haven't used in many years.	None		
Kodak All-in- One Printer WLU6120-D0	1	Broken.	None		
1996 Cadillac Seville	1	Too damaged to repair. Looking to send to scrap yard.	S106	1G6KS52YXTU808150	1237541
1998 Ford Crown Victoria	1	Too damaged to repair. Looking to send to scrap yard.	129	2FAFP71W3WX105326	1004857
1999 Chevrolet Astro Cargo Van	1	Vehicle exceeds 15 year replacement and needs work to be dependable.	22	1GCMD19WXXB18874 0	1124159
2002 Chevrolet Astro Cargo Van	1	Vehicle exceeds 15 year replacement and needs work to be dependable.	41	1GCMD19X42B130916	429033
Duplo DC616P Slitter/Cutter	1	Duplo unit is in excellent condition.	719005		
Procut 265 Cutter	1	Procut guillotine cutter is inoperable.	None		

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	Item Number: 11.C.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 12

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 2019-2020 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: Robert Curry	Final Disposition:
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FULL-TIME FACULTY OVERLOAD ASSIGNMENTS
FALL 2019

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
COOPERATIVE WORK EXPERIENCE				
Britten, Ben	21947	CWE 149	Coop. Work Exp. Occupational	.008
Britten, Ben	21816	CWE 149	Coop. Work Exp. Occupational	.040
Campos, Mary	21811	CWE 149	Coop. Work Exp. Occupational	.032
Campos, Mary	21812	CWE 149	Coop. Work Exp. Occupational	.088
Campos, Mary	21813	CWE 149	Coop. Work Exp. Occupational	.032
Campos, Mary	21931	CWE 302	Coop Work Exp. General	.016
Campos, Mary	21932	CWE 302	Coop Work Exp. General	.040
Campos, Mary	21933	CWE 302	Coop Work Exp. General	.016
Cecena, John	22037	CWE 149	Coop. Work Exp. Occupational	.056
Cecena, John	22038	CWE 149	Coop. Work Exp. Occupational	.008
Morales, Mayra	22031	CWE 302	Coop Work Exp. General	.016
Morales, Mayra	22032	CWE 302	Coop Work Exp. General	.008

PART-TIME FACULTY ASSIGNMENTS - CREDIT
FALL 2019

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
COOPERATIVE WORK EXPERIENCE				
LeSage, Paul	22034	CWE 149	Coop. Work Exp. Occupational	.008
LeSage, Paul	22035	CWE 149	Coop. Work Exp. Occupational	.032
Munoz, Cheo	22036	CWE 149	Coop. Work Exp. Occupational	.048
Munoz, Cheo	22055	CWE 149	Coop. Work Exp. Occupational	.048
Munoz, Cheo	22056	CWE 149	Coop. Work Exp. Occupational	.008
CULINARY ARTS				
Corey, Rebecca	20099	CA 120	Principles of Foods 1	.352
Peters, Dawn	22297	CA 323	Specialty & Wedding Cakes	.121
FAMILY AND COMSUMER SCIENCE				
Hendey Mckee, Kealoha	Assigned	FCS	Coordinating	.200
FIRE TECHNOLOGY				
Baker, David	22058	FT 307	Firefighter 1 Academy 1A	.149
Burch, William	22058	FT 307	Firefighter 1 Academy 1A	.132
Burch, William	22058	FT 307	Firefighter 1 Academy 1A	.017
Camacho, Jeremy	22058	FT 307	Firefighter 1 Academy 1A	.059
Cocks, Arthur	22058	FT 307	Firefighter 1 Academy 1A	.132
Dickson, Douglas	22058	FT 307	Firefighter 1 Academy 1A	.061
Dickson, Douglas	22058	FT 307	Firefighter 1 Academy 1A	.077
Janatsch, Bruce	22058	FT 307	Firefighter 1 Academy 1A	.033
Markley, John	22058	FT 307	Firefighter 1 Academy 1A	.122
Martinez, Christopher	22058	FT 307	Firefighter 1 Academy 1A	.147
Martinez, Essex	22058	FT 307	Firefighter 1 Academy 1A	.088
Montejo, Vincent	22058	FT 307	Firefighter 1 Academy 1A	.029
Owen, Jack	22058	FT 307	Firefighter 1 Academy 1A	.033
Snodgrass, James	22058	FT 307	Firefighter 1 Academy 1A	.033
LAW ENFORCEMENT				
Abbas, Hussein	20674	LE 320	Basic Law Enforcement Academy	.017
Altavilla, Alex	22210	LE 351	Field Training Officer	.033
Altavilla, Alex	22205	LE 355	Leadership Development	.033
Alvarez, Gabriel	20674	LE 320	Basic Law Enforcement Academy	.015
Alvarez, Gabriel	22060	LE 371	Arrest & Control Inst Cert	.100
Alvarez, Gabriel	20674	LE 320	Basic Law Enforcement Academy	.033
Bianchi, Catherine	22210	LE 351	Field Training Officer	.033
Bianchi, Catherine	20674	LE 320	Basic Law Enforcement Academy	.026
Buck, Vincent	20674	LE 320	Basic Law Enforcement Academy	.011
Callahan, Kenneth	21519	LE 330	Core Custody Academy	.148
Camarena, Juan	21519	LE 330	Core Custody Academy	.133
Cassetta, Richard	21519	LE 330	Core Custody Academy	.063
Consorti, Nicholas	21519	LE 330	Core Custody Academy	.050
Cox, Corey	21519	LE 330	Core Custody Academy	.033
Cox, Corey	20674	LE 320	Basic Law Enforcement Academy	.110
Day, Alan	20674	LE 320	Basic Law Enforcement Academy	.066
Dickel, Jason	22210	LE 351	Field Training Officer	.100
Dickel, Jason	20674	LE 320	Basic Law Enforcement Academy	.066
Dillard, Bryan	20674	LE 320	Basic Law Enforcement Academy	.182
Dossey, Gregory	22060	LE 371	Arrest & Control Inst Cert	.333

PART-TIME FACULTY ASSIGNMENTS - CREDIT
FALL 2019

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Douglas, Jeremy	22060	LE 371	Arrest & Control Inst Cert	.133
Douglas, Jeremy	21890	LE 357	Instructor Development	.083
Douglas, Jeremy	20758	LE 424	PC 832 Arrest	.033
Gerber, Sonny	22060	LE 371	Arrest & Control Inst Cert	.167
Gerber, Sonny	20674	LE 320	Basic Law Enforcement Academy	.062
Gotschall, Christopher	20674	LE 320	Basic Law Enforcement Academy	.004
Gotschall, Christopher	20674	LE 320	Basic Law Enforcement Academy	.068
Hammill, Marc	20674	LE 320	Basic Law Enforcement Academy	.026
Hollis, Michael	20674	LE 320	Basic Law Enforcement Academy	.040
Hollis, Michael	20674	LE 320	Basic Law Enforcement Academy	.176
Hollis, Michael	20674	LE 320	Basic Law Enforcement Academy	.037
Huddle, Kevin	22205	LE 355	Leadership Development	.067
Huddle, Kevin	20674	LE 320	Basic Law Enforcement Academy	.066
Hutton, Trevor	20674	LE 320	Basic Law Enforcement Academy	.080
Lammer, Shawn	21519	LE 330	Core Custody Academy	.075
*LeMaire, Neal	Assigned	LE	Interim AOT Coord./CORE Coord.	.988
Linver, Solomon	20674	LE 320	Basic Law Enforcement Academy	.040
Lopez, Joe	21519	LE 330	Core Custody Academy	.033
Lopez, Joe	20758	LE 424	PC 832 Arrest	.150
Lopez, Joe	20674	LE 320	Basic Law Enforcement Academy	.059
Lovato, Chris	22060	LE 371	Arrest & Control Inst Cert	.227
Lovato, Chris	20674	LE 320	Basic Law Enforcement Academy	.044
Martinez, Alison	20674	LE 320	Basic Law Enforcement Academy	.050
Martinez, Michael	20674	LE 320	Basic Law Enforcement Academy	.092
McBeth, Jerald	20674	LE 320	Basic Law Enforcement Academy	.025
McBeth, Jerald	20674	LE 320	Basic Law Enforcement Academy	.048
Miller, Steven	20674	LE 320	Basic Law Enforcement Academy	.026
Neumann, Timothy	22205	LE 355	Leadership Development	.067
Neumann, Timothy	21890	LE 357	Instructor Development	.083
Olmstead, Brian	21519	LE 330	Core Custody Academy	.033
Olmstead, Brian	20674	LE 320	Basic Law Enforcement Academy	.133
Perkins, Michael	20674	LE 320	Basic Law Enforcement Academy	.146
Peuvrelle, Christopher	20674	LE 320	Basic Law Enforcement Academy	.048
Reyes, Geronimo	20758	LE 424	PC 832 Arrest	.042
Rivera, Lisa	20758	LE 424	PC 832 Arrest	.042
Ruth, Ross	20674	LE 320	Basic Law Enforcement Academy	.165
Rylant, Chuck	22060	LE 371	Arrest & Control Inst Cert	.333
Rylant, Chuck	20674	LE 320	Basic Law Enforcement Academy	.165
Siegel, Amanda	20674	LE 320	Basic Law Enforcement Academy	.033
Smith, Ryan	20674	LE 320	Basic Law Enforcement Academy	.083
Sullivan, Ryan	21519	LE 330	Core Custody Academy	.021
Vasquez, Frank	20674	LE 320	Basic Law Enforcement Academy	.081
Vega, Woodrow	20674	LE 320	Basic Law Enforcement Academy	.050
Waits, Jared	21519	LE 330	Core Custody Academy	.046

*Hired under California Education Code, Section 87482

LIBRARY

Buckarma, Sunshyne	Assigned	Librarian	LVC	.002
Reid, Carol	Assigned	Librarian	LVC	.010
Reid, Daniel	Assigned	Librarian	LVC	.006

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
FALL 2019**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		MEDICAL ASSISTING		
Lehne, Michelle	20625	MA 305	Body Systems and Disease	.271
		SPANISH		
Aleman, Florentino	20808	SPAN 101	Elementary Spanish I	.250
		MISCELLANEOUS		
Regalado, Sarina	Assigned	Preschool Teacher	Twilight Childcare Program	.666

PART-TIME FACULTY ASSIGNMENTS - NONCREDIT
FALL 2019

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		ADULT BASIC SKILLS		
McLaughlin, Michael	22225	BASK 7015	Reading and Writing Lab	.027
		ENGLISH AS A SECOND LANGUAGE		
Gonzalez, Alfredo	22206	NESL 7000	Intro to English Pre-A	.162
		HOME ECONOMICS		
Corey, Rebecca	20973	HOEC 7007	Cultural Aspects of Food	.014
		OLDER ADULTS		
Griffith, Lisa	20997	OLDR 7100A	Sensory Awareness	.054
		WORKFORCE PREPARATION		
Smith, Vickey	22227	WKPR 7000	Planning your next Job/Career	.014
Smith, Vickey	22228	WKPR 7001	Planning a Job Search	.014
Smith, Vickey	22229	WKPR 7002	Impression Management	.014
Smith, Vickey	22230	WKPR 7000	Planning your next Job/Career	.014
Smith, Vickey	22231	WKPR 7001	Planning a Job Search	.014
Smith, Vickey	22232	WKPR 7002	Impression Management	.014

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Aye, Tyson	Will provide motivational speeches at CTE presentations in several local high schools during Career Expo. Week (9/30/19 - 10/3/19).	\$831.40
Bierly, Gary	Large class stipend: fall 2019, HIST/HUM 101, CRN 20016 20036, linked courses had 103 students at census at \$519 per unit x 3 = \$1557.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,557.00
Bierly, Gary	Large class stipend: fall 2019, HIST/HUM 105, CRN 20019/20043, linked courses had 74 students at census at \$355 per unit x 3 = \$1065.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,065.00
Bierly, Gary	Large class stipend: fall 2019, PHIL 101, CRN 20584 had 79 students at census at \$355 per unit x 3 = \$1065.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,065.00
Bierly, Gary	Large class stipend: fall 2019, HIST/HUM 102, CRN 20037/20038, linked courses had 80 students at census at \$410 per unit x 3 = \$1230.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,230.00
Braun, Doug	Winery operations temporary backfill (122 total hours over 15 weeks x \$42.74/hour = \$5,214.28) (8/17/19 - 11/30/19).	\$5,214.28
Brunet, Melanie	Presented workshop to students (9/17/19).	\$37.36
Brunet, Melanie	Participated in a workshop on best practices and strategies for working with ESL writers in the Writing Center (9/12/19).	\$56.04
Burch, William	Delivered not-for-credit course via contract education (9/5/19).	\$525.44
Byrne, Jean	Participated in a workshop on best practices and strategies for working with ESL writers in the Writing Center (9/12/19).	\$69.09
Byrne, Jean	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$69.09
Caddell, Alice	To complete objectives in the SCCRC Teacher Grant work plan. To support Teacher's Club Activities that serve students who are interested in a career in teaching (8/12/19 - 10/31/19).	\$750.00
Camarena, Juan	Provided Executive Protection Training via contract education (8/22/19 - 8/23/19).	\$1,006.40
Chung, Eui	Created a book for each course that includes lectures, homework, and activities for MATH 131S, 135S, and 141S (8/1/19 -8/31/19).	\$2,400.00
Cocks, Arthur	Delivered not-for-credit course via contract education (8/29/19).	\$507.44
Cocks, Arthur	Delivered not-for-credit course via contract education (8/28/19).	\$507.44
Corey, Rebecca	Assist with integration of existing agriculture, culinary arts & management, and food science & nutrition curricula plan, pilot, execute, and evaluate a year-long collaborative "farm to table" project (10/1/19 - 5/15/20).	\$6,395.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Corey, Rebecca	Instructor must shop locally for her classes every week, often visiting multiple stores. The extra assignment covers time and mileage for this purpose (8/12/19 - 12/19/19).	\$500.00
Cota, S. Richard	Support Machining and Manufacturing Technology/Makerspace K-12 educational outreach including oversight of approved student worker(s) (11/15/19 - 12/6/19).	\$293.28
Dal Bello, Dom	Project director for ENGAGE Grant (NSF/Cal Poly). Create, advertise, process, and read applications. Contact awardees and interface with financial aid to process scholarships. Plan, organize, and execute meetings and workshops. Plan and execute field trips. Monitor scholar academic progress. Mentor up to 15 students per year. Meet with partner institutions (Cal Poly, Cuesta). Report on project to NSF. Attend conferences to report on project (7/1/19 - 6/30/20).	\$12,000.00
Dechaine, Nichole	5th Annual President's Leadership Academy: Allan Hancock College leaders and various guest speakers will be sharing their experiences and expertise that will contribute to this year's academy. Participants are composed of classified staff, faculty and administrators that have been selected by the President's Office (7/24/19 - 7/26/19).	\$975.00
Dickel, Jason	Provided Defensive Driving training via contract education (8/23/19).	\$494.96
Dickson, Doug	Delivered not-for-credit course via contract education (9/5/19).	\$623.96
Dickson, Doug	Delivered not-for-credit course via contract education (8/29/19).	\$623.96
Dickson, Doug	Delivered not-for-credit course via contract education (8/28/19).	\$623.96
Dimick, Janae	Participated in a workshop on best practices and strategies for working with ESL writers in the Writing Center (9/12/19).	\$75.00
Dimick, Janae	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$75.00
Guido Brunet, Melanie	This session will be a continuation of our previous workshop on teaching multi-level classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instructional cycle (8/15/19).	\$224.16
Guido Brunet, Melanie	To provide a Writing Center workshop for students. Includes research and presentation (9/4/19).	\$112.08
Guido Brunet, Melanie	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$18.68

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Hall, Roger	Large class stipend: fall 2019, HIST 108, CRN 20027, had 83 students at census at \$410.00 per unit x 3 = \$1230.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,230.00
Hall, Roger	Large class stipend: fall 2019, HIST 107, CRN 20022, had 79 students at census at \$355 per unit x 3 = \$1065 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,065.00
Hamilton, Dawn	This session will be a continuation of our previous workshop on teaching multi-level classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instructional cycle (8/15/19).	\$214.92
Hart, Stanley	Delivered not-for-credit course via contract education (8/20/19 - 8/21/19).	\$1,082.72
Hart, Stanley	Delivered not-for-credit course via contract education (8/14/19).	\$541.36
Hidinger, Matthew	This session will be a continuation of our previous workshop on teaching multi-level classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instructional cycle (8/15/19).	\$261.24
Janatsch, Bruce	Delivered not-for-credit course via contract education (9/5/19).	\$627.06
Janatsch, Bruce	Fire Control Officer/Instructor for Motor Trend Group LLC filming (8/30/19).	\$642.95
Janatsch, Bruce	Delivered not-for-credit course via contract education (8/29/19).	\$627.06
Janatsch, Bruce	Delivered not-for-credit course via contract education (8/28/19).	\$627.06
Janatsch, Bruce	Delivered not-for-credit course via contract education (8/15/19).	\$627.06
Janatsch, Bruce	Delivered not-for-credit course via contract education (8/14/19).	\$627.06
Knight, Julie	Prepared and presented a workshop on best practices and strategies for working with ESL writers in the Writing Center (9/12/19).	\$75.00
Koch, Alfredo	Winery operations temporary backfill (140 hours over 15- week period x \$50/hour = \$7000) (8/17/19 - 11/30/19).	\$7,000.00
Lau, Bowman	Delivered not-for-credit PEC Basic Orientation course via contract education (9/18/19).	\$468.00
Loomis, Sherry	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$72.54
Loomis, Sherry	This session will be a continuation of our previous workshop on teaching multi-level classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instructional cycle (8/15/19).	\$290.16

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Lovato, Chris	Provided Perishable Skills Training via contract education (7/20/19).	\$246.24
Martinez, Essex	Delivered not-for-credit course via contract education (8/15/19).	\$568.40
McMahon, Michael	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$74.54
McMann, Scott	Delivered not-for-credit course via contract education (8/29/19).	\$488.48
McMann, Scott	Delivered not-for-credit course via contract education (8/14/19).	\$488.48
Melena, Jennifer	Large class stipend: fall 2109, PSY 118, CRN 20652, had 64 students at census. \$286.00 per unit x 3 = \$858.00 per part-time faculty agreement 12.14 (8/19/19 - 12/12/19).	\$858.00
Miller, Mark	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$81.48
Miyahara, Len	Stipend for large class: fall 2019, Bio 124 CRN 20178 A, 2017 B, had 33 & 32 students in each class at census totaling 65. \$300.00 per unit x 4 units= \$1,200.00. Per faculty agreement 14.6.2. (8/19/19 - 12/12/19).	\$1,200.00
Nouri, Dustin	Stipend for large class: fall 2019, CHEM 120, CRN 20220 K, 20221 J, 21095F, had 31, 30 & 30 students per class at census totaling 91. \$464.00 per unit x 4 units= \$1,856.00. Per faculty agreement 14.6.2 (8/19/19 - 12/12/19)	\$1,856.00
Nunez, Christina	Preparation and delivery of a workshop on corequisite instruction mandated by AB705. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instruction cycle (8/12/19 - 8/15/19).	\$1,050.00
O'Neil, Steven	Stipend for large class: fall 2019, CHEM 150 CRN 20226 A, 20227 B, 20719 C had 31 students in each class at census totaling 93. \$464.pp per unit x 5 units= \$2,320.00. Per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$2,320.00
Passage, Trevor	5th Annual President's Leadership Academy: Allan Hancock College leaders and various guest speakers will be sharing their experiences and expertise that will contribute to this year's academy. Participants are composed of classified staff, faculty and administrators that have been selected by the President's Office (7/24/19 - 7/26/19).	\$975.00
Perkins, Mike	Provided Defensive Driving training via contract education (9/26/19 - 9/27/19).	\$1,045.44
Perkins, Mike	Provide Perishable Skills Training via contract education (9/21/19).	\$522.72
Perkins, Mike	Provide Perishable Skills Training via contract education (9/20/19).	\$261.36
Perkins, Mike	Provide Perishable Skills Training via contract education (9/16/19 - 9/19/19).	\$2,090.88

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Perkins, Mike	Provided Executive Protection Training via contract education (8/22/19 - 8/23/19).	\$1,045.44
Raybould-Rodgers, Julia	Prepared and presented workshops for all AHC faculty on designing writing assignments and responding to students' writing (9/18/19).	\$50.00
Raybould-Rodgers, Julia	Participants will be trained to teach corequisite classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instruction cycle (8/12/19 - 8/15/19).	\$1,050.00
Reid, Robert	Non-instructional: coordination and scheduling for Perishable Skills program (not-for-credit classes). Fall 2019 coordinate training dates with agency training managers, schedule courses (10/7/19 - 10/29/19).	\$1,910.88
Reid, Robert	Provided Defensive Driver Training via contract education (9/26/19 - 9/27/19).	\$989.92
Reid, Robert	Provide Perishable Skills Training via contract education (9/16/19 - 9/20/19).	\$2,422.00
Reid, Robert	Non-instructional: coordination and scheduling for Perishable Skills program (not-for-credit classes). Fall 2019 coordinate training dates with agency training managers, schedule, and perishable skills courses (9/3/19 - 9/12/19).	\$1,558.40
Reyes, Geronimo	Provide Perishable Skills Training via contract education (9/18/19 - 9/20/19).	\$1,568.16
Reyes, Geronimo	Provide Perishable Skills Training via contract education (9/16/19 - 9/17/19).	\$522.72
Romo, Alina	Presented a previously prepared Writing Center student workshop (9/18/19).	\$102.82
Romo, Alina	To provide a Writing Center workshop for students. Includes research and presentation (9/11/19).	\$102.82
Romo, Alina	Participate in Writing Center orientation/faculty professional development (8/21/19).	\$77.12
Roepke, Thesa	To complete objectives in the SCCRC Teacher Grant work plan. To support program coordination by implementing COC TPP throughout the region (11/01/18 - 10/31/19).	\$2,000.00
Santa Cruz, Dalila	Increase in services during extended evening hours on Tuesdays (8/27/19 - 12/10/19).	\$835.84
Schroder, Jennifer	Coordinator for Guided Pathways Initiative (8/15/19 - 12/12/19).	\$10,200.00
Stokes, Brian	Large class stipend: fall 2019, ANTH 102, CRN 20004, had 62 students at census. \$300 per unit x 3 units = \$900.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$900.00
Straub, Christopher	Large class stipend: fall 2019, GEOG 101, CRN 20013, had 73 students at census. \$355 per unit x 3 = \$1065.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,065.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Sukrad, Wilma	This session will be a continuation of our previous workshop on teaching multi-level classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instructional cycle (8/15/19).	\$285.60
Tobin, Vince	Large class: ASTR 100, CRN# 20156, which has 99 students total at census. Sized stipend, \$464.00 per unit x 3 = \$1,392.00 per faculty agreement 14.6.2 (8/19/19 - 12/12/19).	\$1,392.00
Traga, Larissa	Large class stipend: fall 2019, PSY 101, CRN 20749, had 64 students at census. \$286.00 per unit x 3 = \$858.00 per part-time faculty agreement 12.14 (8/19/19 - 12/12/19).	\$858.00
Trudeau King, Simon	Simon is being hired to assist with the biology/chemistry lab preps (9/16/19 - 12/12/19).	\$3,861.25
Wilson, Jonathan	Large class Stipend: fall 2019, HIST 118, CRN 20030, had 66 students at census. \$286.00 per unit x 3 = \$858.00 per part-time faculty agreement 12.14 (8/19/19 - 12/12/19).	\$858.00
Weyandt Ann, Mary	This session will be a continuation of our previous workshop on teaching multi-level classes. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instructional cycle (8/15/19).	\$325.92
Wilson, Jonathan	Large class stipend: fall 2019, HIST 118, CRN 20031, had 63 students at census. \$286.00 per unit x 3 = \$858.00 per part-time faculty agreement 12.14 (8/19/19 - 12/12/19).	\$858.00
Ying Hood, Chellis	Prepared and presented workshops for all AHC faculty on designing writing assignments and responding to students' writing (9/18/19).	\$100.00
Ying Hood, Chellis	Preparation and delivery of a workshop on corequisite instruction mandated by AB705. Participants will focus on corequisite instruction mandated by AB705, including best practice design principles and the instruction cycle (8/12/19 - 8/15/19).	\$1,050.00

CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Outside the United States Travel Request	Item Number: 11.D.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

BACKGROUND

1. Brian Stokes, professor, anthropology, will attend the American Anthropological Association annual meeting in Vancouver, BC, Canada on November 19-23, 2019. Mr. Stokes will attend numerous sessions and interact with other professional anthropologies. Themes for this year's conference include race and social justice, migration and displacement, and global health.
2. Nancy Jo Ward, professor, art and design, will attend the Arte Firenze exhibition honoring the art and design of Leonardo da Vinci in Florence Italy on October 17-26, 2019. Ms. Ward was invited to participate in the exhibition of art and design in honor of Leonardo da Vinci. Ms. Ward will show both digital and physical works in support of the themes of "Sacredness, Fertility, Nature; and Anatomy and Perfection of the Human Being.

FISCAL IMPACT

1. Estimated to be a maximum of \$2,188 from Professional Development funds.
2. Estimated to be a maximum of \$928 for air fare only from Professional Development funds.

RECOMMENDATION

Staff recommends that the board of trustees authorize outside the United States travel for Brian Stokes, professor, anthropology to attend the American Anthropological Association annual meeting in Vancouver, BC, Canada on November 19-23, 2019 and Nancy Jo Ward, professor, art and design to attend the Arte Firenze exhibition honoring the art and design of Leonardo da Vinci in Florence, Italy on October 17-26, 2019.

Administrator Initiating Item: Robert Curry	Final Disposition:
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**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Short-Term/On-Call, Substitute, and Professional Expert Appointments Exempt from Classified Service	Item Number: 11.E.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 2

BACKGROUND

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

Substitute:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Campos, Ignacio Bernal	Custodial substitute I (evening)	9/11/19 – 6/30/20	On-call substitute for extended hours, vacation, sick leave, or vacancy	\$12.00
Olmos Silva, Ana Isabel	Office Services Assistant I	9/3/19 – 12/31/19	Substitute for vacancy, up to 100 days	\$16.23
Prado Rios, Patricia	Student Success Outreach/Retention Specialist	9/3/19 – 10/8/19	Substitute during recruitment, up to 100 days	\$21.65
Rivera, Danielle	Public Safety Support Technician I	10/14/19 – 6/30/20	Substitute during recruitment, up to 100 days	\$16.81
Westfall, Lori	Laboratory Assistant, Tutorial, Open Access Computer Lab (OACL)	10/1/19 – 10/8/19	Substitute during recruitment, up to 100 days	\$17.36

(Continued)

FISCAL IMPACT

Assignments for the 2019-2020 fiscal year are included in the 2019-2020 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: Ruben Ramirez	Final Disposition:
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Short-Term:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Davis, Stacy	Program Assistant V	9/28/19 – 5/31/20	Cover athletic contests and support health and safety of students in sports medicine program, kinesiology, recreation and athletics	\$25.00
Chavez, Edgar Aaron	Program Assistant III	10/9/19 – 6/30/20	Statistician; score board keeper; clock operator; announcer; video/camera operator; event manager; broadcasting, kinesiology, recreation and athletics	\$15.59
Fields, Greg	Program Assistant IV	9/22/19 – 10/31/19	Temporary support for winery operations, life and physical sciences	\$18.81
Jones, Shakara	Program Assistant V	8/12/19 – 12/6/19	Provide temporary classroom coverage, preschool/children's center	\$25.00
Medina Vazquez, Jonathan	Program Specialist	10/9/19 – 6/30/20	Support for Cal-SOAP Program	\$15.00
Shleel, Yaser	Program Assistant IV	8/17/2019 – 11/30/2019	Temporary support for winery operations, life and physical sciences	\$18.81

Revisions/Additions**Short-Term:**

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Clay, Cameron	Program Assistant V	10/9/19 – 6/30/20	Support for Foster and Kinship Care Education, Community Education	\$25.00
Hosley, Liam	Program Assistant V	10/10/19 – 2/13/20	Assist with computer upgrades and replacements, information technology services	\$25.00
Martinez, Rocelia	Program Specialist	9/1/19 – 6/30/20	Provide assistance with Cal-SOAP program	\$15.00
Jones, Jia Chiun Lily	Instructional Aide IV	9/23/19 – 5/22/20	Support students in ceramics/sculpture labs, fine arts	\$18.81

Substitute:

<u>Name</u>	<u>Position Title</u>	<u>Dates</u>	<u>Duties/Responsibilities</u>	<u>Hourly Rate</u>
Calbillo, Anthony	Custodial substitute I	10/1/19 – 6/30/20	On-call substitute for extended hours, vacation, sick leave, or vacancy	\$12.00

CONSENT ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Appointments, Transfers, and Promotions of Classified Service Employees	Item Number: 11.F.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 3

BACKGROUND

The following personnel actions are recommended:

Transfers

1. Fabiola Cardona, FROM office services technician II (grants) Science, Technology, Engineering and Math (STEM) grant, part time, 10 months, 19 hours weekly, range 15-E (pro-rated at .5135), classified bargaining unit salary schedule 55 TO office services technician II (grants) NSF (National Science Foundation) S-STEM ENGAGE (Engineering Neighbors: Gaining Access, Growing Engineers) grant, part time, 10 months, 19 hours weekly, range 15-E (pro-rated at .5135), classified bargaining unit salary schedule 55, effective November 1, 2019 through September 30, 2023, or earlier per district need, and contingent upon continued funding.

Reason: Due to the ending of the Science, Technology, Engineering and Math (STEM) grant, Ms. Cardona is transferring to the office services technician II (grants) position supporting the new NSF (National Science Foundation) S-STEM ENGAGE (Engineering Neighbors: Gaining Access, Growing Engineers) grant.

Fiscal Impact is located on page 3.

(Continued)

RECOMMENDATION

Staff recommends that the board of trustees approve the transfers of Fabiola Cardona, office services technician II (grants) NSF (National Science Foundation) S-STEM ENGAGE (Engineering Neighbors: Gaining Access, Growing Engineers) grant, effective November 1, 2019 through September 30, 2023, or earlier per district need, and contingent upon continued funding; and Patty Van Nest, accounting services technician II, business services, effective January 1, 2020; **approve the promotion of Monica Maldonado Ramirez, counseling assistant, student services, effective October 9, 2019, and contingent upon continued funding;** and approve the appointments of Lori Westfall, laboratory assistant, tutorial/open access computer lab (OACL), learning resources, effective October 9, 2019; Lillian Edmondson, laboratory assistant, writing center, learning resources, effective October 9, 2019; Dylan Gitchell, technical support specialist I, information technology services, effective October 10, 2019; Patricia Prado Rios, student success outreach/retention specialist, Student Equity Achievement Program (SEAP), effective October 9, 2019; **Sandra Orozco, office services technician II (grants), community education, effective October 9, 2019, and contingent upon continued funding; and Raquel Orozco, student success outreach/retention specialist, Student Equity Achievement Program (SEAP), effective November 1, 2019, and contingent upon continued funding.**

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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Transfers Con't.

2. Patty Van Nest, FROM accounting services technician III, business services, full time, 12 months, 37 hours weekly, range 20-E, classified bargaining unit salary schedule 55 TO accounting services technician II, business services, full time, 12 months, 37 hours weekly, range 18-E, classified bargaining unit salary schedule 55, effective January 1, 2020.

Reason: Ms. Van Nest has requested to transfer, filling the vacancy of Rose Newton, who will retire effective December 31, 2019.

Promotion

3. **Monica Maldonado Ramirez, FROM student success outreach/retention specialist, Student Equity Achievement Program (SEAP), full time, 12 months, 37 hours weekly, range 20-C, classified bargaining unit salary schedule 55 TO counseling assistant, student services, full time, 12 months, 37 hours weekly, range 24-B, classified bargaining unit salary schedule 55, effective October 9, 2019, and contingent upon continued funding.**

Reason: Ms. Ramirez fills the vacancy of Richard Partida, who resigned, effective February 1, 2019.

Appointments

4. Lori Westfall, laboratory assistant, tutorial/open access computer lab (OACL), learning resources, part time, 10 months, 16 hours weekly, range 13-B (pro-rated at .4324), classified bargaining unit salary schedule 55, effective October 9, 2019.

Reason: Ms. Westfall fills the vacancy of Lisa Dolan, who resigned, effective January 8, 2019.

5. Lillian Edmondson, laboratory assistant, writing center, learning resources, part time, 10 months, 19 hours weekly, range 13-A (pro-rated at .5135), classified bargaining unit salary schedule 55, effective October 9, 2019.

Reason: Ms. Edmondson fills the vacancy of Ana Vega, who resigned, effective February 19, 2019.

6. Dylan Gitchell, technical support specialist I, information technology services, full time, 12 months, 37 hours weekly, range 25-B, classified bargaining unit salary schedule 55, effective October 10, 2019.

Reason: Mr. Gitchell fills the vacancy of Cody Dill, who resigned, effective May 4, 2019.

7. Patricia Prado Rios, student success outreach/retention specialist, Student Equity Achievement Program (SEAP), full time, 12 months, 37 hours weekly, range 20-A, classified bargaining unit salary schedule 55, effective October 9, 2019, and contingent upon continued funding.

Reason: Ms. Prado Rios fills the vacancy of Ulises Serrano, who resigned, effective June 1, 2019.

8. **Sandra Orozco, office services technician II (grants), community education, full time, 12 months, 37 hours weekly, range 15-B, classified bargaining unit salary schedule 55, effective October 9, 2019, and contingent upon continued funding.**

Ms. Orozco fills the vacancy of Irma Reyes, who resigned, effective September 8, 2018.

9. **Raquel Orozco, student success outreach/retention specialist, Student Equity Achievement Program (SEAP), full time, 12 months, 37 hours weekly, range 20-B, classified bargaining unit salary schedule 55, effective November 1, 2019, and contingent upon continued funding.**

Reason: Ms. Orozco fills the vacancy of Monica Maldonado, who was promoted to counseling assistant, student services, effective October 9, 2019.

FISCAL IMPACT

1. The cost to the NSF (National Science Foundation) S-STEM ENGAGE (Engineering Neighbors: Gaining Access, Growing Engineers) grant is approximately \$13,307 for the 2019-2020 fiscal year.
2. The cost to the unrestricted general fund is approximately \$36,566 for the 2019-2020 fiscal year.
3. **The cost to the Student Equity Achievement Program (SEAP) is approximately \$52,061 for the 2019-2020 fiscal year.**
4. The cost to the unrestricted general fund is approximately \$12,107 for the 2019-2020 fiscal year.
5. The cost to the unrestricted general fund is approximately \$11,531 for the 2019-2020 fiscal year.
6. The cost to the unrestricted general fund is approximately \$ 56,191 for the 2019-2020 fiscal year.
7. The cost to the Student Equity Achievement Program (SEAP) \$50,815 for the 2019-2020 fiscal year.
8. **The cost to the California Adult Education Program (CAEP) is approximately \$45,304 for the 2019-2020 fiscal year.**
9. **The cost to the Student Equity Achievement Program (SEAP) is approximately \$45,881 for the 2019-2020 fiscal year.**

These costs are included in the 2019-2020 fiscal year budget.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Out-of-Classification Assignments of Classified Service Employees	Item Number: 11.G.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 2

BACKGROUND

Special Note: Pursuant to Government Code 20480 effective January 1, 2018, employees may be limited to 960 hours of out-of-classification pay in a fiscal year.

The following personnel actions are recommended:

Out-of-Classification Assignments

1. Theresa Avila, FROM grants analyst II, institutional grants, full time, 12 months, 37 hours weekly, range 30-A, classified bargaining unit salary schedule 55 TO grants analyst II, institutional grants, full time, 12 months, 37 hours weekly, range 30-A plus five (5) percent, classified bargaining unit salary schedule 55, retroactive to October 1, 2019 through December 31, 2019, or earlier per district need, and contingent upon continued funding.

Reason: This is a continuation of the out-of-classification assignment approved at the regular board of trustees meeting on August 13, 2019. Ms. Avila continues to perform duties of the office services technician II (grants) to complete the Title V grant, due to her promotion to grants analyst II, effective March 1, 2019. Ms. Avila will return to her regular assignment effective January 1, 2020

FISCAL IMPACT

1. The increased cost to Title V is approximately \$894 for the 2019-2020 fiscal year.
2. The increased cost to the unrestricted general fund is approximately \$1,156 for the 2019-2020 fiscal year.
3. The cost to the unrestricted general fund is approximately \$1,602 for the 2019-2020 fiscal year.
4. The cost to the unrestricted general fund is approximately \$3,666 for the 2019-2020 fiscal year.
5. The increased cost to the unrestricted general fund is approximately \$1,296 for the 2019-2020 fiscal year.
6. **The increased cost to the California Adult Education Program (CAEP) is \$2,942 for the 2019-2020 fiscal year.**

These costs are included in the 2019-2020 fiscal year budget.

(Continued)

RECOMMENDATION

Staff recommends that the board of trustees approve the continuation of out-of-classification assignment of Theresa Avila, grants analyst II, institutional grants, retroactive to October 1, 2019 through December 31, 2019, or earlier per district need, and contingent upon continued funding; and approve the out-of-classification assignments of Keli Seyfert, auxiliary accounting supervisor, auxiliary accounting, retroactive to September 1, 2019 through September 30, 2019; Chris McGuinness, public information specialist, public affairs and communications, retroactive to July 1, 2019 through December 31, 2019, or earlier per district need; Catalina Armijo-Staugaard, coordinator, cashier services and student accounts, auxiliary accounting, retroactive to October 1, 2019 through June 30, 2020, or earlier per district need; Cheryl Hamlin, accounting services technician II, business services, retroactive to October 1, 2019 through February 28, 2020, or earlier per district need; and **Anna Quesada Harrison, community education technician, community education, retroactive to October 1, 2019 through October 31, 2019, or earlier per district need.**

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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2. Keli Seyfert, FROM auxiliary accounting supervisor, auxiliary accounting, full time, 12 months, 40 hours weekly, range 4-E, supervisory/confidential employees salary schedule TO auxiliary accounting supervisor, auxiliary accounting, full time, 12 months, 40 hours weekly, range 4-E plus ten (10) percent, supervisory/confidential employees salary schedule, retroactive to September 1, 2019 through September 30, 2019.

Reason: Ms. Seyfert is performing duties outside of her job description to train the new director, business services and to assist department during fiscal year end close and audit preparation. Ms. Seyfert returned to her regular assignment effective October 1, 2019.

3. Chris McGuinness, FROM public information specialist, public affairs and communications, full time, 12 months, 37 hours weekly, range 23-C, classified bargaining unit salary schedule 55 TO public information specialist, public affairs and communications, full time, 12 months, 37 hours weekly, range 23-C plus five (5) percent, classified bargaining unit salary schedule 55, retroactive to July 1, 2019 through December 31, 2019, or earlier per district need.

Reason: Mr. McGuinness is performing duties to support athletics in absence of sports information director. Mr. McGuinness will return to his regular assignment effective January 1, 2020, or earlier per district need.

4. Catalina Armijo-Staugaard, FROM coordinator, cashier services and student accounts, auxiliary accounting, full time, 12 months, 37 hours weekly, range 30-E, classified bargaining unit salary schedule 55 TO coordinator, cashier services and student accounts, auxiliary accounting, full time, 12 months, 37 hours weekly, range 30-E plus five (5) percent, classified bargaining unit salary schedule 55, retroactive to October 1, 2019 through June 30, 2020, or earlier per district need.

Reason: Ms. Armijo-Staugaard is performing duties outside of her job description due to the vacancy of Melissa Dill, who was promoted to human resources assistant, effective October 1, 2019. Ms. Armijo-Staugaard will return to her regular assignment effective July 1, 2020, or earlier per district need.

5. Cheryl Hamlin, FROM accounting services technician II, business services, full time, 12 months, 37 hours weekly, range 18-E, classified bargaining unit salary schedule 55 TO accounting services technician II, business services, full time, 12 months, 37 hours weekly, range 18-E plus five (5) percent, classified bargaining unit salary schedule 55, retroactive to October 1, 2019 through February 28, 2020, or earlier per district need.

Reason: Ms. Hamlin is performing duties outside of her job description due the upcoming retirement of Cathaleen Solano. Ms. Hamlin will return to her regular assignment effective March 1, 2020, or earlier per district need.

6. **Anna Quesada Harrison, FROM community education technician, community education, part time, 12 months, 19 hours weekly, range 17-D, classified bargaining unit salary schedule 55 TO community education technician, community education, full time, 12 months, 37 hours weekly, range 17-E, classified bargaining unit salary schedule 55, retroactive to October 1, 2019 through October 31, 2019, or earlier per district need, and contingent upon continued funding.**

Reason: This is a continuation of the out-of-classification assignment approved at the regular board of trustees meeting on July 9, 2019. Ms. Harrison is continuing to assume additional duties during the absence of an employee on leave. Ms. Harrison will return to her regular assignment effective November 1, 2019.

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Coaching Appointments and Stipends	Item Number: 11.H.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 1

BACKGROUND

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

Coaching Appointments and Stipends

Assistant Coaches:

The coaching appointments for the period of October 9, 2019 through March 31, 2020, or earlier per district need.

- | | | |
|--------------------|----------------|-----------------|
| 1. Goodman, Clay | Basketball (W) | \$5,000 Stipend |
| 2. Reizebos, Devin | Basketball (W) | \$4,000 Stipend |

The coaching appointment for the period of January 21, 2020 through May 31, 2020, or earlier per district need.

- | | | |
|------------------|----------|-----------------|
| 3. Ayers, Deanna | Swimming | \$4,200 Stipend |
|------------------|----------|-----------------|

FISCAL IMPACT

The cost to the unrestricted general fund is approximately \$16,104 for the 2019-2020 fiscal year and is included in the 2019-2020 fiscal year budget.

RECOMMENDATION

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

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Appointments of Temporary Nontenure-Track Faculty Members	Item Number: 11.I.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 2

BACKGROUND

In accordance with California Education Code, section 87470, the following temporary, nontenure-track faculty appointments are recommended:

Appointments

1. Erin Krier, temporary, coordinator/nontenure-track faculty, Agriculture Program, life and physical sciences, full time, 10 months plus 23 extra days, for a total of 198 days, column II, step 5, faculty contract salary schedule, retroactive to July 1, 2019 through May 31, 2020, or earlier per district need, and contingent upon continued funding.

Reason: Ms. Krier will coordinate and support the development of the college's Agriculture Program.

(Continued)

FISCAL IMPACT

1. The cost to the unrestricted general fund is approximately \$17,631 (16.95 percent), the cost to Local Strong Workforce is approximately \$48,887 (47 percent), and the cost to NSF Advanced Technical Education (ATE) grant is approximately \$37,497 (36.05 percent) for a total cost of approximately \$104,015 for the 2019-2020 fiscal year.
2. The cost to the unrestricted general fund is approximately \$109,870 for the 2019-2020 fiscal year.

These costs will be included in the 2019-2020 fiscal year budget.

RECOMMENDATION

Staff recommends that the board of trustees approve the appointments of Erin Krier, temporary, coordinator/nontenure-track faculty, Agriculture Program, life and physical sciences, retroactive to July 1, 2019 through May 31, 2020, or earlier per district need, and contingent upon continued funding; and Anjali Misra temporary, nontenure-track faculty, Industrial Hemp Research Project, life and physical sciences, retroactive to August 14, 2019 through May 31, 2020, or earlier per district need, and contingent upon continued funding.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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2. Anjali Misra, temporary, nontenure-track faculty, Industrial Hemp Research Project, life and physical sciences, full time, 10 months, 175 days, column V, step 5, faculty contract salary schedule, retroactive to August 14, 2019 through May 31, 2020, or earlier per district need, and contingent upon continued funding.

Reason: Ms. Misra will perform duties as the primary researcher in support of the Industrial Hemp Research Project.

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: New and/or Revised Classified Bargaining Unit Job Description	Item Number: 11.J.
Strategic Goal: Goal IR1: To recruit and retain quality employees.	Enclosures: Page 1 of 7

BACKGROUND

After review by the appropriate administrators, the director of human resources, and CSEA, the following revised classified bargaining unit job descriptions are recommended for approval:

REVISED

- | | |
|---|--|
| <p>1. Accounting Services Technician II
Replaces: Accounting Services Technician II</p> | <p>Fiscal – Range 18
Fiscal – Range 18</p> |
| <p>2. Accounting Services Technician III
Replaces: Accounting Services Technician III</p> | <p>Fiscal – Range 20
Fiscal – Range 20</p> |

FISCAL IMPACT

Costs will be determined when the positions are filled.

RECOMMENDATION

Staff recommends that the board of trustees approve the revised classified bargaining unit job descriptions accounting services technician II, business services; and accounting services technician III, business services, as presented.

Administrator Initiating Item: <p style="text-align: center;">Ruben Ramirez</p>	Final Disposition:
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ACCOUNTING SERVICES TECHNICIAN II**DEFINITION:**

Under the direction of the Accounting Supervisor, the incumbent performs a variety of technical accounting duties in the review, evaluation and adjustment of assigned college accounts; maintain, audit and reconcile assigned accounts; prepare, maintain and assure accuracy of various financial records and reports; and value and promote the mission and vision of the college.

CLASS CHARACTERISTICS:

Under minimal supervision, the Accounting Services Technician II performs more advanced accounting work requiring considerable accuracy and timeliness in areas such as accounts payable, general ledger, and other more complex accounts. Incumbents work under general direction and have on-going responsibility for assigned accounts and may be assigned within the accounts payable or accounts receivable areas.

ESSENTIAL FUNCTIONS:

1. Perform a variety of technical accounting duties in the review, evaluation and adjustment of assigned college accounts; provide technical accounting support for various accounts and functions such as accounts payable, accounts receivable, general ledger, and financial aid; audit accounts for errors and make appropriate adjustments.
2. Maintain, audit and reconcile assigned accounts; assemble, match, sort, tabulate, check, code and post a variety of financial and statistical data such as income, expenditures and transfers; review, adjust and assure accuracy of ledgers and journal entries; balance, adjust and reconcile accounts.
3. Input a variety of financial and statistical data into an assigned computer system; establish and maintain various automated records and files; initiate queries, develop spreadsheets and generate a variety of computerized reports and statements; assure accuracy of input and output data.
4. Research, compile, prepare, verify and revise financial data related to assigned accounts and activities; prepare and maintain a variety of auditable financial records, reports, statements and files related to accounts, income, expenditures, personnel and assigned activities.
5. Receive, process, sort, verify and file purchase orders, reimbursements, timesheets, claims, requisitions, warrants and invoices as assigned; prepare and issue payments as directed; maintain contact with vendors to modify and clarify invoices.
6. Process accounts receivable as assigned; collect, receive, code and verify incoming monies; prepare and process receipts; check money totals against receipts and invoices to assure accuracy; prepare and distribute bank deposits as required; prepare invoices and arrange for billings as directed.
7. Distribute, process, audit and evaluate various fiscal forms and applications as assigned; compare and reconcile forms, statements, records, reports and other financial documents; identify errors and resolve discrepancies; initiate and process account transfers as needed.

8. Communicate with college personnel, outside agencies and others to exchange information and resolve issues or concerns; answer telephone calls as directed.
9. Compile, research and evaluate a variety financial and statistical information related to assigned fiscal functions; assemble and distribute related materials.
10. Assist supervisor in compiling financial information for the annual audit.
11. Assists in the ongoing maintenance of the current software systems and/or implementation of new software systems and applications.
12. Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Methods, procedures and terminology used in technical accounting work; financial and statistical record-keeping techniques;
- Preparation of financial statements and comprehensive accounting reports;
- General accounting and business functions of an educational organization;
- Policies and objectives of assigned programs and activities;
- Use and processing of requisitions, purchase orders, invoices and related documents;
- Preparation, review and control of assigned accounts;
- Data control procedures and data entry operations;
- Modern office practices, procedures and equipment.

Demonstrated ability to:

- Perform a variety of technical accounting duties in the review, evaluation and adjustment of assigned college accounts, including accounts receivable, fee collection and cashiering;
- Maintain accurate financial and statistical records;
- Prepare and evaluate comprehensive accounting reports and statements; verify, balance and adjust accounts;
- Review, process, evaluate and verify a variety of financial information; identify, investigate and resolve financial errors and discrepancies;
- Issue and distribute payments as assigned;
- Monitor and audit income and expenditures;
- Assemble, organize and prepare data for records and reports. Reconcile, balance and audit assigned accounts;
- Compare numbers and detect errors efficiently;
- Learn, interpret, apply and explain laws, codes, rules, regulations, policies and procedures;
- Communicate effectively both orally and in writing;
- Meet schedules and timelines;
- Perform arithmetic calculations quickly and accurately.

Education and Experience

Associates' degree in accounting or related field with a minimum of 8 units of course work in accounting and two years professional accounting experience performing varied financial analysis,

record-keeping and report preparation duties including work with computerized accounting functions- OR any equivalent combination of training and experience.

Working Conditions:

- Duties are primarily performed in an office environment, at a desk, or at a computer.
- The incumbent will experience interruptions while performing normal duties during the regular workday.
- The incumbent will have contact in person, via email, or on the telephone, with staff, faculty, and the general public.

Physical Demands:

- Typically may sit for extended periods of time.
- Operates a computer.
- Communicates over the telephone, via email, and in person.
- Regularly lifts, carries, and/or moves objects weighing up to 10 pounds.

Special Qualification:

A sensitivity to and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of staff and students and to staff and students with disabilities.

R 9/18/2019

07/2016

R9/04

7/90

ACCOUNTING SERVICES TECHNICIAN III**DEFINITION:**

Under the direction of the Accounting Supervisor, the incumbent performs a variety of specialized accounting duties in the review, analysis, maintenance and adjustment of designated funds and accounts; prepare, audit, reconcile and maintain a variety of financial and statistical records, reports and statements in support of assigned accounts and activities; values and promotes the mission and vision of the college.

CLASS CHARACTERISTICS:

Under minimal supervision, the Accounting Technician III works independently on more complex accounts, producing accounting reports requiring a more extensive knowledge of accounting principles and practices applicable to budgets, government reporting, student accounts and account auditing and may be assigned to the accounts payable or accounts receivable areas. The incumbent performs more advanced accounting work in areas of accounts payable, accounts receivable, general ledger, and other more complex accounts requiring considerable accuracy and timeliness. Incumbents work under general direction and have on-going responsibility for assigned accounts.

ESSENTIAL FUNCTIONS:

1. Perform a variety of specialized accounting duties in the review, analysis, maintenance and adjustment of designated funds and accounts; provide specialized accounting support for various accounts and functions such as budgeting, government reporting, student accounts, financial aid, accounts payable, accounts receivable and account auditing; review, adjust, assure accuracy of and process journal entries.
2. Review and evaluate financial statements, records, and reports to assure accuracy, completeness, and compliance with established guidelines, rules, regulations, procedures and Generally Accepted Accounting Principles; audit accounts, identify errors and make appropriate adjustments.
3. Research, compile, prepare and revise accounting data; monitor, evaluate and reconcile assigned funds and accounts; code, verify and update accounts to reflect income, transfers and expenditures; reconcile various fiscal statements to assure accurate fund accounting.
4. Prepare and maintain a variety of financial, statistical and narrative records, statements, files, and reports related to accounts, funds, revenue, expenditures, reconciliations, budgets, grants and assigned activities; compare and evaluate financial records to identify and resolve discrepancies.
5. Assemble, match, sort, tabulate, check and post a variety of financial and statistical data; process and analyze a variety of financial forms, applications, and statements; compare

and reconcile forms, reports, and other financial documents; initiate and process fund transfers as needed.

6. Receive, process, sort, verify and file purchase orders, reimbursements, time sheets, claims, requisitions, and warrants as assigned; audit documents for accuracy and completeness regarding cost calculations; prepare and distribute payments as required.
7. Reviews the application of account codes to requisitions, claim forms, reimbursements, and deposit permits.
8. Process accounts receivable as assigned; collect, receive, code and verify incoming monies; prepare and process receipts; check money totals against receipts and invoices to assure accuracy; prepare and reconcile bank deposits and statements as required; prepare invoices and arrange for billings as directed.
9. Input a variety of financial and statistical data into an assigned computer system; establish and maintain various automated records and files; initiate queries, develop spreadsheets and generate a variety of computerized reports and statements; assure the accuracy of input and output data.
10. Communicate with College personnel, outside agencies and others to exchange information and resolve issues or concerns; answer telephone calls as directed.
11. Assist supervisor in compiling financial information for the annual audit.
12. Compile, research and evaluate a variety fiscal information related to assigned fiscal functions; assemble and distribute related materials; assure mandated reports are submitted to appropriate agencies according to established timelines.
13. Assists in the ongoing maintenance of the current software systems and/or implementation of new software systems and applications.
14. Perform other related duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Methods, procedures, and terminology used in specialized accounting work;
- Generally accepted accounting principles, practices, and procedures;
- Preparation, review, and control of assigned accounts;
- Financial and statistical record-keeping techniques;
- Record retrieval and storage systems;
- Applicable laws, codes, rules, regulations, policies and procedures;
- Policies and objectives of assigned programs and activities;
- General accounting and business functions of an educational organization;
- Modern office practices, procedures, and equipment.

Demonstrates ability to:

- Perform a variety of specialized accounting duties in the review, analysis, maintenance and adjustment of designated funds and accounts including accounts receivable, fee collection and cashiering;

- Prepare, maintain, and audit a variety of financial and statistical reports, statements and records.
- Reconcile, balance, and audit assigned accounts;
- Calculate, post and adjust journal entries including income and expenditures;
- Issue and distribute payments;
- Monitor and audit income and expenditures;
- Reconcile various fiscal statements to assure accurate fund accounting;
- Identify, investigate and resolve financial issues, errors and discrepancies efficiently;
- Interpret, apply and explain laws, codes, rules, regulations, policies, and procedures;
- Communicate effectively both orally and in writing;
- Perform arithmetic calculations quickly and accurately;
- Operate a computer and assigned software;
- Meet schedules and timelines.

Education and Experience:

Bachelor's degree in accounting or related field and two years professional accounting experience performing varied financial analysis, record-keeping and report preparation duties including work with computerized accounting functions- OR any equivalent combination of training and experience.

Working Conditions:

- Duties are primarily performed in an office environment, at a desk or at a computer.
- The incumbent will experience interruptions while performing normal duties during the regular workday.
- The incumbent will have contact, in person, via email, or on the telephone, with staff, faculty, and the general public.

Physical Demands:

- Typically may sit for extended periods of time.
- Operates a computer.
- Communicates over the telephone, by email, and in person.
- Regularly lifts, carries, and/or moves objects weighing up to 10 pounds.

Special Qualification:

A sensitivity to and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of staff and students and to staff and students with disabilities.

R 9/18/19

07/2016

R9/04

7/94

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Academic Policy and Planning Committee Curriculum Summary	Item Number: 13.A.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	Enclosures: Page 1 of 40

BACKGROUND

The curriculum report for the period May 9, 2019 to September 5, 2019 is attached for consideration by the board of trustees. This report includes a summary of new courses, modifications to existing courses and programs, removal of courses from the catalog that are no longer offered, and the following new noncredit programs:

Basic Skills Certificate of Competency

Secondary Education/High School Equivalency Exam Preparation

FISCAL IMPACT:

The cost for additional library materials for new and modified curricula is estimated at \$1,138.00.

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: Robert Curry	Final Disposition:
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ACADEMIC POLICY AND PLANNING COMMITTEE CURRICULUM REPORT
for the period May 9 – September 5, 2019

October 8, 2019

Larry Manalo, Committee Chairperson

Dave DeGroot, Vice Chair

Christine Bisson, Applied Behavioral Sciences

Brent Darwin, Business

Lydia V. Maxwell, Counseling

Robert Senior, English

Adrienne Allebe, Fine Arts

Sheri Bates, Kinesiology, Recreation and Athletics

Mary Pat Nelson, Health Sciences

Patrick McGuire, Industrial Technology

Andria Keiser, Languages & Communication

Kellye Cohn, Academic/Student Services

Wendy Hadley, Life and Physical Sciences

Derek Mitchem, Mathematical Sciences

Susan Roehl, Public Safety

Thomas VanderMolen, Social & Behavioral Sciences

Leslie Torres, Associated Student Body Government

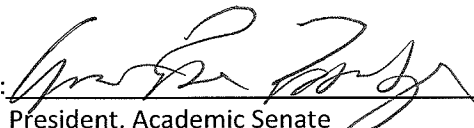
Stephen Bernardo and Josie Cabanas, Admissions & Records Representative (non-voting)

Non-Credit Education (non-voting, vacant)

Dave DeGroot, Articulation Officer (non-voting)

Robert Curry, Vice President, Academic Affairs (non-voting)

Rebecca Andres, Curriculum Specialist (non-voting)

Approved by Academic Senate:  9/24/19
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: Effective summer/fall 2020 and pending Chancellor's Office approval Catalog year 2020-21.

Course Prefix	Course Title	Units
AG 162	Agricultural Plant Pathology	4
AG 163	Economic Entomology Prerequisite: BIOL 100	4
AG 164	Weed Science Prerequisite: AG 161, BIOL 100	4
AG 165	Qualified Applicator Training The need for new licensed Pest Control Advisers is so great in California agriculture, that the California Association of Pest Control Advisers (CAPCA) has been making intentional efforts to reach out to community colleges and four-year universities to encourage students to follow curricular pathways that will lead to qualifications for taking the PCA licensing exam. The need for and value of these courses was confirmed by the members of the Allan Hancock College Agriculture Program Advisory Committee. The Department of Pesticide Regulation (DPR), who has the sole authority to issue the PCA license, requires that 42 specific course units be completed by the exam applicant. These new course additions are needed to provide students with the knowledge necessary to pass the most essential categories of this licensing exam.	2

NEW Topics: Effective summer/fall 2020 and pending Chancellor's Office approval as needed. Catalog year 2020-21.

Course Prefix	Course Title	Units
THEA 198Q	Topics in Theatrical Performance: Exploration of Sound of Music to Dolls	1
THEA 199R	Topics in Theatre Stagecraft: Rep of Sound of Music to Dolls House	3

NEW Noncredit Programs: Effective pending Chancellor's Office approval and publication of course details.

Course Prefix	Course Title	Hours
Basic Skills	Basic Skills Certificate of Competency This Basic Skills Certificate will help students who need assistance in reaching the high school reading, writing, and math levels. The Basic Skills Certificate is recommended for those who have not finished school above the 8th grade or who need a refresher in order to complete the high school equivalency certificate.	192-216 hours

Basic Skills	<p>Secondary Education/High School Equivalency Exam Preparation Certificate of Competency</p> <p>This Secondary Education/High School Equivalency Exam Preparation Certificate will enable students to pass the four subject areas of the high school exam: Language Arts—Reading/Writing, Mathematics, Science, and Social Studies. The Computer Skills class will introduce students to functions needed to respond to all question types on the exam, word process, keyboard, and navigate online websites. Additionally, students will learn effective test-taking strategies, college readiness skills, life skills, and be better prepared for work.</p>	128 - 144 hours
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Course Review

Course Prefix & No.	Course Title	Hours/Units
BASK 7005	High School Equivalency Exam Preparation Formerly titled "Preparing for the GED Tests" this course, and other BASK courses, are being reviewed as part of a regularly scheduled course review cycle. Modifications include course hours from 90-102 to 96-108, updated catalog description, content, and course outcomes.	96-108 hours
BASK 7011	Basic Math Formerly BASK 7011A, this modification revises and updates SLOs, catalog description, and content to meet current academic requirements.	96-108 hours
BASK 7012	Basic Reading and Writing Formerly titled "Pre-GED Reading and Writing", this modification also includes changes to catalog description, course hours from 90-102 to 96-108 hours.	96-108 hours
BASK 7013	High School Equivalency Exam Prep: Computer Skills Formerly GED Test Prep, modifications include a change in course hours from 18-24 to 32-36 hours.	32-36 hours
HOEC 7003	Quick Meals with Whole Foods	12 hours
HOEC 7004	Meals for Home Entertainment	8-9 hours
OLDR 7000	Natural History: Central Coast	4-8 hours
OLDR 7100	Sensory Awareness	32-36 hours
OLDR 7102	Current Topics	32-36 hours
PARN 7002	Topics of Parenting	8-9 hours
PARN 7010	Strengthening Families	8-10 hours
PARN 7011	Mommy/Daddy & Me: Toddlers	16-18 hours
PE 128	Sport Psychology	3 units
PHYS 100	Concepts in Physics Advisory: MATH 311, ENGL 101, ENGL 301, ENGL 514	3 units
PHYS 110	Introductory Physics Prerequisite: MATH 121, MATH 141	3 units

PHYS 141	General Physics 1 Prerequisite: MATH 121, concurrent enrollment in MATH 141	4 units
PHYS 142	General Physics 2 Prerequisite: PHYS 141	4 units
PHYS 161	Engineering Physics 1 Prerequisite: PHYS 110, MATH 182	4 units
PHYS 162	Engineering Physics 2 Prerequisite: PHYS 161, MATH 182	4 units
PHYS 163	Engineering Physics 3 Prerequisite: PHYS 161, MATH 182 Advisory: Completion or concurrent enrollment in MATH 183	4 units
Veterinary Technology VT 300	The course prefix for the veterinary technology courses is being changed from RVT, Registered Veterinary Technician to "VT, Veterinary Technology" Introduction to Veterinary Technology Advisory: ENGL 101	2 units
VT 301	Veterinary Anatomy, Physiology, and Terminology Prerequisite: BIOL 100, CHEM 120, LOE: Acceptance into the Veterinary Technology program	3 units
VT 302	Veterinary Office Procedures Advisory: ENGL 101 LOE: Acceptance into VT Program	2 units
VT 303	Veterinary Pharmacology LOE: Acceptance into the VT Program Advisory: ENGL 101 Prerequisite: BIOL 100 LOE: Acceptance into the VT Program	2 units
VT 304	Clinical Pathology and Microbiology	3 units
VT 305	Medical Nursing & Animal Care Prerequisite: RVT 301 or VT 301 Advisory: ENGL 101 LOE: Acceptance into VT Program	4 units
VT 306	Surgical Nursing & Dentistry LOE: Acceptance in VT Program Prerequisite: RVT 301 Advisory: ENGL 101	4 units
VT 307	Veterinary Radiology and Radiation Safety LOE: Admittance to VT Program Advisory: ENGL 101	2 units

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 listed below. Effective: 2020/21

Course Prefix & No.	Course Title	Units
EL 146	Electronic Product Design, Fabrication and Documentation The pre-requisites, EL122 and/or EL125, are being removed. Previously, the students did need to have some design experience because they created a	2

printed circuit board from scratch. This is no longer being done. Instead, a kit is supplied that includes the printed circuit board, thereby eliminating the need for EL122 and EL125 knowledge. All other aspects and topics of this course remain unchanged.

EMS 401	Emergency Medical Technician 1 (Basic) Refresher Prerequisite: EMS 301 or EMS 306 or Valid EMT-1 Basic certification within the past 4 years. NOTE: The approval of equivalent enrollment eligibility is not a guarantee that state regulatory and licensing authorities will also grant equivalencies for licensure for employment purposes	1.5
LE 321	Basic Law Enforcement Academy 1A Limitation on enrollment: Admission by application Prerequisite: LE 310 Advisory: ENGL 101 The course meets changes mandated by Peace Officers Standards and Training (POST) and by state legislature. Senate Bill 11 and Senate Bill 29 mandate 8 hours of mental health training (CIT). Also includes POST new mandates of Tactical Medical Training, Procedural Justice Training, and Tactical Patrol Rifle and De-escalation Training	10
LE 322	Basic Law Enforcement Academy 1B Prerequisite: LE 321 The course meets changes mandated by Peace Officers Standards and Training (POST) and by state legislature. Senate Bill 11 and Senate Bill 29 mandate 8 hours of mental health training (CIT). Also includes POST new mandates of Tactical Medical Training, Procedural Justice Training, and Tactical Patrol Rifle and De-escalation Training.	10
LE 424	PC 832 Arrest LOE: Freedom from illness or disability that would prevent the student from safely performing the required arrest and control physical skills. The course hours have changed including addition of lab time. The course units are changing from 2.5 to 2 units.	2 units

PROGRAM MODIFICATIONS

Program modifications: modifications include but are not limited to changes to course titles, course drops or changes in course units which may impact total program units, program title, etc. Effective: 2020-21 and pending Chancellor's Office approval as needed.

Discipline	Program Title and Award	Units
Agribusiness	Wine Business Associate in Science In the program's selected courses ACCT 130, Financial Accounting, has been replaced with ACCT 105, Introduction to Accounting. There are no changes to program units.	25

Agribusiness	Wine Business Certificate of Achievement In the program's selected courses ACCT 130, Financial Accounting, has been replaced with ACCT 105, Introduction to Accounting. There are no changes to program units.	25
CBIS	Computer Business Information Systems: Office Systems Analysis Certificate of Accomplishment The program is being modified to remove CBIS 343, Applied Project Management 1, from the list of required core courses. The program units are changing from 13.5 to 12 units.	12
Film	Film and Video Production Associate in Science The Film/Video Production program provides students with the opportunity for career development in the area of film and video production as well as intellectual engagement in the areas of media literacy and the history of the visual medium. This modification places newly developed courses appropriately in required and selected units, FILM 104, Documentary Studies is being added to the list of required courses changing the required core units from 23 to 26. FILM 109, Contemporary Asian Cinema, is being added to the list of selected courses. The total program units are changing from 36 to 39 units.	39

MISCELLANEOUS ITEMS

Modification	Course Prefix and No.	Course Title	Units	Effective
Textbook Change	AT 100	Automotive Fundamentals	4	Fall 2019
	BIOL 120	Humans and the Environment	3	Spring 2019
Course Drop	CBIS 343	Applied Project Management	1.5	Fall 2019

ALLAN HANCOCK COLLEGE
Program Narrative
Basic Skills
Certificate of Competency

Item 1. Program Goals and Objectives

This certificate will demonstrate achievement of competency in basic academic skills for math, reading and writing at the 8th grade level and above. It creates an accelerated pathway for student success in academic, career, and life skills. It will prepare students for enrollment in the High School Equivalency Exam Course work and for transition to achievement of the Secondary Education/High School Equivalency Preparation Certificate. Student surveys conducted during the North Santa Barbara County Consortium Planning Process indicated a strong desire by Basic Skills students to improve upon their skills in the areas of Math and Language Arts (Page 36, Figure 18) and stakeholders identified the need specifically for certificates in basic skills (Page 46, Table Basic Skills Priority Needs).

This certificate is part of a coherent package of sequenced certificates. It is in line with the Allan Hancock College Mission to “find innovative ways to enhance student achievement”. The College Strategic Plan further highlights the rationale for this certificate: “Improving student success rates in basic skills requires a concentrated effort by the college, including classroom support and expanded access to support services outside the classroom.” (Page 14). These curriculum changes in noncredit Basic Skills align with SB-1143--the Student Success initiative, particularly the recommendations that focus on “best practices for promoting student success and completion, including, but not limited to, the acquisition of basic skills.” (Sect 2).

Objectives:

- Solve multiple-step problems involving whole numbers, fractions, decimals and percent.
- Apply reading and writing skills to purposefully and creatively express thoughts and ideas.
- Read and understand a wide range of literature and non-fictional texts.
- Use standard grammar, spelling, punctuation, and editing rules.
- Understand and apply writing as a process.
- Apply the skills necessary to enter the courses for the High School Equivalency Exam Preparation such as the GED or HI SET.

Item 2. Catalog Description

Obtaining a high school equivalency certificate is key to better jobs, higher educational goals, and stronger life skills. This Basic Skills Certificate is designed for students who need assistance in reaching high school reading, writing, and math levels. The Basic Skills Certificate is recommended for those who didn't finish school above the 8th grade or who need a refresher in order to complete the high school equivalency certificate. Courses for the certificate will introduce students to the writing process and to reading skills that build vocabulary and analytical skills. The math course will introduce basic math including how to apply math to real life problems and how to solve multiple step problems.

The graduate of the Certificate of Competency in Basic Skills will:

- apply reading and writing skills to purposefully and creatively express thoughts and ideas.
- read and understand a wide range of literature and non-fictional texts.
- use standard grammar, spelling, punctuation, and editing rules.
- add, subtract, multiply, and divide rational numbers.
- solve multiple-step problems involving whole numbers, fractions, decimals, and percents.

Students must pass assigned course work and assessments at 70% in order to receive a certificate. There are no prerequisites. The following courses are required:

Course Prefix	Course Title	Course Hours
BASK 7011	Basic Math	96-108
BASK 7012	Basic Reading & Writing	96-108

Item 3. Program Requirements

There are no prerequisites. Students may take an assessment to determine their reading and math levels and/or self-place. This certificate is aimed at assisting students who did not complete school above the 8th grade level or who may have been out of school a long time and feel the need for review because they wish to complete the High School Equivalency Exam course work or advance into credit level classes.

Students must pass required course work and assessments at 70% in order to achieve the certificate of competency and a minimum of 150 hours.

Requirements	Course Prefix and Number	Course Title	Hours
70% pass rate on course work and assessments	BASK 7011	Basic Math	96 - 108
70% pass rate on course work and assessments	BASK 7012	Basic Reading and Writing	96 - 108
Total Hours			192 - 216

Students are encouraged to complete the certificate in one semester, but it is not required. There is no prescribed order for taking the two classes.

Item 4. Master Planning

The six year Strategic Plan 2014-2020 for Allan Hancock College States:

The teaching and learning of basic skills continue to be areas of challenge for California education system, as in other states. The goal of the Basic Skills Initiative (BSI) is to improve student access and success. The project addresses credit and noncredit basic skills as well as adult education and programs designed to help underprepared students. As part of the planned goal to improve student success rates, the college has a target of helping 22% of its student educational goals to be achievement of certificates (p. 14 Table “Educational Goal”). And, the Basic Skills Certificate proceeds from and is an application of specific goals in the plan to ensure student success—Goal SLS3 and Goal SLS4—to ensure students are directed and focused until they achieve their goals.

Goal SLS3: Ensure students are directed
 Help students clarify their aspirations, develop an educational focus they perceive as meaningful and develop a plan that moves them from enrollment to achievement of their goal.

Goal SLS4: Ensure students are focused
 Foster students’ motivation and help them develop the skills needed to achieve their goals.

Again, combined with the specific identification for the need for ladderred and sequenced Basic Skills Certificates identified in the AB 86 North Santa Barbara County Three Year plan referred to in the "Program Goals and Objectives" above, this certificate is a strategic part of fulfilling our college and community goals.

Board Approval:
 PCA Established:
 DL Conversion:
 Date Reviewed: Spring 2019
 Catalog Year: 2014 - 2015

Allan Hancock College Course Outline

Discipline Placement: Mathematics Basic Skills: Noncredit

Department: Noncredit Education

Prefix and Number: BASK 7011

Catalog Course Title: Basic Math

Banner Course Title: Basic Math

Hours

	Hours per Week (Based on 16 Weeks)
Lecture	6.0
Lab	-
Total Hours	6.0

Total Min Semester Contacts Hours for 16 weeks: 96.000

Total Min Semester Contacts Hours for 18 weeks: 108.000

Grading Method

Noncredit no grade

Requisites

None

Entrance Skills

None

Catalog Description

This open-entry basic math course is designed to help students increase their math skills so they may enroll in the math section for the High School Equivalency Exam Preparation course. The math course covers basic functions of arithmetic including whole numbers, multiplication, fractions, decimals, and percent. Students will apply operations with numbers to real world problems and interpret the answers in a real life context.

Course Content

Lecture

- Understand math vocabulary.
- Understand place value in the base 10 number system.
- Compare, order, and group numbers.
- Understand addition, subtraction, multiplication and division of whole numbers.
- Solve real world problems using addition, subtraction, multiplication, and division.

- Introduce technology for mathematical problem solving including the calculator and other available forms such as computers and online features.
 - Understand order of operations.
 - Translate sentences to mathematical operations.
 - Understand fractions, ratios, and proportions.
 - Add and subtract, multiply and divide fractions.
 - Solve multiple-step problems involving whole numbers, fractions, decimals and percent.
 - Write linear expressions.
 - Solve linear equations.
 - Understand geometric shapes such as the area and perimeter of 2-D shapes.
 - Understand and apply geometric formulas to real world problems.
 - Understand how to find the volume and surface area of a geometric solid.
 - Read and understand tables and graphs.
 - Use tables and graphs to solve real world problems.
 - Increase students' efficacy, grit and persistence.
-

Course Objectives

At the end of the course, the student will be able to:

1. read, write, and compare numbers on a number line.
 2. add, subtract, multiply, and divide rational numbers.
 3. convert fractions to decimals and percent and apply these operations to real world problems and interpret the answers in real life context.
 4. solve multi-step problems involving whole numbers, fractions, decimals and percent.
-

Methods of Instruction

- **Methods of Instruction Description:**
Lecture, class demonstration, small groups, and independent study using worksheets and texts.
-

Assignments

- Worksheets, individual projects
-

Methods of Evaluation

- **Exams/Tests**
- **Quizzes**
- **Projects**
- **Class Participation**
- **Class Work**
- **Class Performance**
- **Other**

Success will be evaluated by performance on practice assignments, written quizzes and tests. Students will receive a pass/satisfactory grade for the course, but to achieve competency toward a certificate their accumulated work and final test must achieve a 70% grade or higher.

Texts and Other Instructional Materials

Adopted Textbooks

1. Steck-Vaughn *PRE GED TEST PREPARATION: Mathematical Reasoning* Edition: First 2014 This is the latest version of a Pre-GED Test Preparation Math book aimed at the Elementary Basic Skills Student Level.

Supplemental Texts

None

Instructional Materials

1. Calculators, OERS, Online Software, Teacher Prepared Materials
-

Student Learning Outcomes

1. BASK 7011 SLO 1 - Master quantitative problem-solving skills to a level required to enter the High School Equivalency Exam Math course.
 2. BASK 7011 SLO 2 - Solve multiple-step problems involving whole numbers, fractions, decimals, and percent.
 3. BASK 7011 SLO 3 - Apply math concepts to solve real world problems and interpret the answers in real life context.
-

Distance Learning

This course is not Distance Learning.

Allan Hancock College

Course Outline

Discipline Placement: Writing - Basic Skills: Noncredit

Department: Noncredit Education

Prefix and Number: BASK 7012

Catalog Course Title: Basic Reading and Writing

Banner Course Title: Basic Reading and Writing

Hours

	Hours per Week (Based on 16 Weeks)
Lecture	6.0
Lab	0.0
Total Hours	6.0

Total Min Semester Contacts Hours for 16 weeks: 96.000

Total Min Semester Contacts Hours for 18 weeks: 108.000

Grading Method

Noncredit no grade

Requisites

None

Entrance Skills

None

Catalog Description

Learn basic reading, writing, and grammar skills; build vocabulary; improve spelling; and increase reading comprehension in this course designed for students who read and write at grade levels below 8th grade. Students learn the reading and writing skills needed to enroll in High School Equivalency Exam Preparation courses: Language Arts, Science, Social Science, and Math.

Course Content

Lecture

Course Outline

Reading:

- Read and explore a variety of literary genres including short stories, poetry, drama, speeches, and film.
- Read and understand office documents, historical texts, articles, opinion pieces, and scientific works.

- Analyze the literary elements of various texts including the main idea, setting, character, cause and effect, and summarization.
- Explain how the author develops point of view, evidence, and purpose.
- Determine the contrasting points of view between two texts.
- Analyze how a writer organizes a text and how the main sections contribute to the whole.
- Analyze the use of text features like graphics, headings and titles, captions and other media features.

Writing:

- Write arguments to support claims with clear evidence while using words, phrases, and transitions that show contrast and cohesion.
- Write informative/explanatory texts that include a thesis statement, organized ideas and evidence, and apply strategies that use analysis, cause and effect, definitions, and examples.
- Complete short research projects using a variety of sources such as print, digital, and other media, and learn to distinguish between paraphrasing and direct quotes.
- Recognize and edit errors.

Language Use and Grammar:

- Students will demonstrate command of the conventions of standard English when reading and writing such as the use of phrases, clauses, compound/complex sentences.
- Use correct capitalization, spelling and punctuation.
- Learn how to use dictionaries, glossaries, thesauri, and digital sources to check meaning and pronunciation.
- Learn and understand affixes and roots to determine the meaning of words in context.
- Learn and understand synonyms, antonyms, analogies, and other figures of speech.
- Use appropriate verb tenses, pronouns, prepositions, and other word parts.

Other elements:

- Increase Students' efficacy, grit and persistence.

Course Objectives

At the end of the course, the student will be able to:

1. apply the skills necessary to succeed in the High School Equivalency Exam preparation courses such as the GED or HiSET.
2. apply reading and writing skills to purposefully and creatively express thoughts and ideas.
3. read and understand a wide range of literature and non-fictional texts.
4. use standard grammar, spelling, punctuation, and editing rules.
5. understand and apply writing as a process.

Methods of Instruction

- **Lecture**
Lecture, combined with project-based class reading and writing exercises, small group work, individualized instruction, practice worksheets, and web-based practice.

Assignments

- Worksheets, individual projects

Methods of Evaluation

- **Exams/Tests**
- **Quizzes**
- **Class Work**
- **Other**

Students will be evaluated through textbook-based and instructor-generated regular reading and writing assignments that utilize writing performance rubrics, graphic organizers, reading comprehension exercises, grammar and vocabulary worksheets, quizzes and tests.

Texts and Other Instructional Materials

Adopted Textbooks

1. Steck-Vaughn *Pre-GED TEST PREPARATION: Reasoning Through Language Arts* Edition: First 2014
This is the latest edition that is specifically written for the Basic Elementary Skills Level Student

Supplemental Texts

None

Instructional Materials

1. Teacher generated worksheets, materials, and readings
 2. Recommended Teacher Resources:
Journals, Thesauri, Digital Resources, Software, OERS
-

Student Learning Outcomes

1. BASK 7012 SLO 1 - Demonstrate reading and writing skills at a level necessary to enter the High School Equivalency Exam Preparation Courses such as the GED and HiSET.
 2. BASK 7012 SLO 2 -Analyze how a writer organizes a text and how the main sections contribute to the whole.
-

Distance Learning

This course is not Distance Learning.

All Fields

New Noncredit Program: Basic Skills - Certificate of Competency

Cover

Program Title Basic Skills

Department Noncredit Education

Discipline Basic Skills (NC)

Award Type Certificate of Competency

Date Reviewed Semester Spring

Year 2019

Program Goal Local (community need)

Proposed Start 06/08/2020

Justification/Need for New or Modified Program

How will this program, or program modification, meet student, employer, or community needs?

This certificate will demonstrate achievement of competency in basic academic skills for math, reading and writing at the 8th grade level and above. It creates an accelerated pathway for student success in academic, career, and life skills. It will prepare students for enrollment in the High School Equivalency Exam Course work and for transition to achievement of the Secondary Education/High School Equivalency Preparation Certificate. Student surveys conducted during the North Santa Barbara County Consortium Planning Process indicated a strong desire by Basic Skills students to improve upon their skills in the areas of Math and Language Arts (Page 37, Figure 18). and stakeholders identified the need specifically for Certificates of Completion for Elementary Basic Skills and Secondary Education Skills.

ALLAN HANCOCK COLLEGE MISSION STATEMENT *Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.*

Proposed Program Mission Statement

As part of the Mission of Allan Hancock College, the noncredit Elementary Basic Skills Certificate rewards students for competency in math and language arts, enhances their skills for academic achievement, work, and life skills while creating an accelerated pathway to a Secondary Basic Skills/High School Equivalency Certificate. It optimizes preparation for High School Equivalency Exam completion and credit course work.

Co-Contributor

Contributor

- Garcia, Katherine (katherin.garcia1@hancockcollege.edu)

Program Goals and Objectives

This certificate will demonstrate achievement of competency in basic academic skills for math, reading and writing at the 8th grade level and above. It creates an accelerated pathway for student success in academic, career, and life skills. It will prepare students for enrollment in the High School Equivalency Exam Course work and for transition to achievement of the Secondary Education/High School Equivalency Preparation Certificate. Student surveys conducted during the North Santa Barbara County Consortium Planning Process indicated a strong desire by Basic Skills students to improve upon their skills in the areas of Math and Language Arts (Page 36, Figure 18) and stakeholders identified the need specifically for certificates in basic skills (Page 46, Table Basic Skills Priority Needs). This certificate is part of a coherent package of sequenced certificates. It is in line with the Allan Hancock College Mission to "find innovative ways to enhance student achievement". The College Strategic Plan further highlights the rationale for this certificate: "Improving student success rates in basic skills requires a concentrated effort by the college, including classroom support and expanded access to support services outside the classroom." (Page 14). These curriculum changes in noncredit Basic Skills align with SB-1143--the Student Success initiative, particularly the recommendations

that focus on “best practices for promoting student success and completion, including, but not limited to, the acquisition of basic skills.” (Sect 2).

Briefly describe the curriculum addition/modification (i.e. development of new curriculum: instructional methodology, etc.)

Program Objectives:

- Solve multiple-step problems involving whole numbers, fractions, decimals and percent.
- Apply reading and writing skills to purposefully and creatively express thoughts and ideas.
- Read and understand a wide range of literature and non-fictional texts.
- Use standard grammar, spelling, punctuation, and editing rules.
- Understand and apply writing as a process.
- Apply the skills necessary to enter the courses for the High School Equivalency Exam Preparation such as the GED or HI SET.

Both the Basic Math and Basic Reading and Writing Courses develop a focused and ladder curriculum to higher instruction at the High School Level and they include emphasis on increasing student efficacy as well as transforming student expectations of success.

Explain how the program is appropriate to the objectives and conditions of higher education and community college education in California and how it conforms to statewide master planning.

The six year Strategic Plan 2014-2020 for Allan Hancock College States:

The teaching and learning of basic skills continue to be areas of challenge for California education system, as in other states. The goal of the Basic Skills Initiative (BSI) is to improve student access and success. The project addresses credit and noncredit basic skills as well as adult education and programs designed to help underprepared students (p. 9).

As part of the planned goal to improve student success rates, the college has a target of helping 22% of its student educational goals to be achievement of certificates (p. 14 Table “Educational Goal”). And, the Basic Skills Certificate proceeds from and is an application of specific goals in the plan to ensure student success—Goal SLS3 and Goal SLS4—to ensure students are directed and focused until they achieve their goals (p. 17).

Again, combined with the specific identification for the need for ladder and sequenced Basic Skills Certificates identified in the AB 86 North Santa Barbara County Three Year plan referred to in the “Program Goals and Objectives” above, this certificate is a strategic part of fulfilling our college and community goals.

Enrollment and Completer Projections

Enter estimated number of program completers:

25

What were the enrollment projections based on?

BASK enrollment data for 2017-2018 school year.

Place of Program in Existing Curriculum

Are there related programs currently being offered at AHC? Duplication with other departments? Will this program replace another program? Do the program courses currently exist?

This will not replace other programs and the program courses currently exist.

Similar Programs in the Service Area

Describe all similar programs offered by colleges within commuting distance of the college or service area. How does the program differ? Attach catalog pages.

This program does not duplicate similar programs in the College District or in any locations closer than 45 miles away.

Faculty persons contacted at colleges offering similar programs.

Mia Ruiz, coordinator for noncredit Basic Skills program Cuesta College.

Adequate Resources

Identify the college resources that will be needed, and that are currently available for offering this program.

- Qualified Staff
- Instructional Supplies

Other No

Please specify

none

Are these adequate? If no, describe the type of additional resources that will be needed.

Yes

List qualified faculty members who will be available to teach the program.

Griselda Rivera, Hedy Suarez, Carlos Gonzalez, Florentino Aleman, Lilia Wambolt, Kati Garcia, Wendy Flores.

Is this adequate? If no, list additional faculty and/or staff resource needs.

Yes, for now, but recruitment is ongoing.

What type of facilities/classroom are available for this program?

Regular classrooms with lecture format.

Is this adequate? If no, list the types of facility needs for this program.

Yes

Catalog Description

Catalog Description

Obtaining a high school equivalency certificate is key to better jobs, higher educational goals, and stronger life skills. This Basic Skills Certificate is designed for students who need assistance in reaching high school reading, writing, and math levels. The Basic Skills Certificate is recommended for those who didn't finish school above the 8th grade or who need a refresher in order to complete the high school equivalency certificate. Courses for the certificate will introduce students to the writing process and to reading skills that build vocabulary and analytical skills. The math course will introduce basic math including how to apply math to real life problems and how to solve multiple step problems.

Program Completion Requirements

Competency at 70% in both courses.

Program Learning Outcomes (PLO)

Program Learning Outcomes (PLO)

1. **Apply reading and writing skills to purposefully and creatively express thoughts and ideas.**
2. **Read and understand a wide range of literature and non-fictional texts.**
3. **Use standard grammar, spelling, punctuation, and editing rules.**
4. **Add, subtract, multiply, and divide rational numbers.**
5. **Solve multiple-step problems involving whole numbers, fractions, decimals, and percent.**

Program Requirements

Course Block Definitions

1. **Required core courses:**

Block Header

Block Footer

Override Default Hour Calculations

No

Hour Min

Hour Max

Program Courses

1. **Course**

BASK 7011 - Basic Math - Lecture 6.000 * In Review*

Non-Course Requirements

Subject

BASK - Basic Skills (NC)

Course

BASK 7011 - Basic Math - Lecture 6.000 * In Review*

Condition**Hour Range****Min****Max****Exception Identifier****Exception**2. **Course**

BASK 7012 - Basic Reading and Writing - Lecture 6.000 - Lab 0.000 * In Review*

Non-Course Requirements**Subject****Course**

BASK 7012 - Basic Reading and Writing - Lecture 6.000 - Lab 0.000 * In Review*

Condition**Hour Range****Min****Max****Exception Identifier****Exception**

CTE Documentation

If this page is blank, then this program does not have "CTE" as a selection. Please check the Cover page.

Gainful Employment**Apprenticeship****Sponsor Name****Sponsor Address****Sponsor Phone****Related/Supplemental Instruction (RSI) Year 1 hours****Related/Supplemental Instruction (RSI) Year 2 hours****Related/Supplemental Instruction (RSI) Year 3 hours****Include California Division of Apprenticeship Standards (DAS) letter with Attachments** No**Labor Market Information (LMI) and Analysis****Net Annual Labor Demand**

Enter the estimated number of annual job openings, minus the annual number of program completers of other programs within the college service areas. The figure entered must be greater than zero and the number entered here must be explicitly stated in the analysis and consistent with the supporting documentation:

Advisory Committee Recommendations

Advisory Committee Members**Summary of Recommendations****Include Advisory Committee Minutes with Attachments** No

Supporting Documents

Attached File

NC_BASK_PRAUData_04202018.pdf (/Form/Program/_DownloadFile/371/2757?fileId=180)

NC_BasicSkills_Citz_PRAU_S2018.pdf (/Form/Program/_DownloadFile/371/2757?fileId=181)

AB 86 North SB County Plan.pdf (/Form/Program/_DownloadFile/371/2757?fileId=240)

SB 1143 excerpt high lighted.docx (/Form/Program/_DownloadFile/371/2757?fileId=241)

Bask 7011.docx (/Form/Program/_DownloadFile/371/2757?fileId=243)

BASK 7012.docx (/Form/Program/_DownloadFile/371/2757?fileId=244)

Narrative for Basic Skills Certificate.docx (/Form/Program/_DownloadFile/371/2757?fileId=246)

Narrative for Basic Skills Certificate rev.docx (/Form/Program/_DownloadFile/371/2757?fileId=374)

I have attached all supporting documents Yes

I have attached the Chancellor's Office New Program Proposal Narrative Yes

Library Resources

Percentage of courses offered distance learning

The description of instructional materials, support materials, and equipment required to implement the proposed new course, and that is to be provided by the Learning Resources Center, has been reviewed by the course initiator and faculty librarian.

The college has sufficient instructional resources presently available for support of this course. No

The college instructional resources are not presently adequate to support the teaching of this course. Yes

Approximate cost of additional materials and equipment to implement new curriculum

146.00

Additional comments:

Feasibility Analysis - Dean's Page

Program Title Basic Skills

Top Code 4930.60 - Elementary Education (Grades 1-8)

CIP Code 32.0000: BASIC SKILLS AND DEVELOPMENTAL/REMEDIAL EDUCATION.

Lecture Load 0.800

Lab Load 0.000

Total Workload 0.800

New Faculty 0.00

New Equipment Needs 0.00

Facilities/Repairs 0.00

New Support Staff 0.00

Library Materials 146.00

Other 0.00

Total Fiscal Impact 146.00

Gainful Employment

Indicate if the program meets U.S. Department of Education gainful employment criteria. A complete set of resource documents is available on the U.S. Department of Education website under the Gainful Employment Information section (www.ifap.ed.gov/GainfulEmploymentInfo)

No

Feasibility Analysis

Consider appropriateness to AHC mission, CCC mission, demonstrated need/demand, enrollment projections data, labor market info, availability of adequate college resources, including library instructional materials, and services.

Courses are currently being offered. The development of this certificate allows the courses to be bundled into a certificate of competency to benefit students. Courses in the certificate would be considered CDCP courses once certificate is approved.

Course Review Date 08/19/2019

Program Review Date 04/10/2020

The program is feasible:

Yes

The program is not feasible:

N/A

Funding Source/Plan

FTES apportionment for CDCP courses as per new funding formula.

Codes

Special Dates

Instructional Services

Date Reviewed Semester Spring**Year** 2019**Catalog Term** 2020/2021**Top Code** 4930.60 - Elementary Education (Grades 1-8)**Program Control Number****Is CDCP** No**Originator** Beckelhymmer, Kathy**Origination Date** 11/06/2018**Comments**CCCCO Entry

Program Goal Local (community need)**TOP Code** 4930.60 - Elementary Education (Grades 1-8)**Hours for Degree Major/Emphasis (Minimum)****Hours for Degree Major/Emphasis (Maximum)****Total Hours (Minimum)** 192**Total Hours (Maximum)** 216**Annual Completers** 25**Faculty Workload**

0.800

New Faculty Position**New Equipment** 0.00**New/Remodeled Facilities****Library Materials** 146.00**Gainful Employment****Net Annual Labor Demand****Program Review Date** 04/10/2020**Apprenticeship****Distance Education Percentage****District Governing Board Approval Date** 10/08/2019

ALLAN HANCOCK COLLEGE
Program Narrative
Certificate of Competency
Secondary Education/High School Equivalency Exam Preparation

Item No. 1. Program Goals and Objectives

The Secondary Education/High School Equivalency Exam Preparation Certificate will enable students to apply the skills and knowledge necessary to pass the high school equivalency exam and prepare students for achievement of the high school equivalency diploma and for transition to credit courses.

Objectives:

- apply reading and writing skills to purposefully and creatively express thoughts and ideas.
- think critically about issues and distinguish between supported and unsupported arguments in a variety of texts such as social science, science, and literary works.
- apply mathematics to solve real life problems using mathematical modeling and problem-solving techniques.
- apply the computer skills needed to respond to all question types on the tests such as extended response, short answer and multiple choice, fill-in-the-blank, hot-spot item, dropdown selection items, and drag-and drop items.
- apply test taking strategies and methods.
- apply the skills and knowledge necessary to pass the high school equivalency exam

Item No. 2. Catalog Description

Obtaining a High School Equivalency Certificate is key to higher educational goals, better jobs, and stronger life skills. This Secondary Education/High School Equivalency Exam Preparation Certificate will enable students to pass the four subject areas of the high school exam: Language Arts—Reading/Writing, Mathematics, Science, and Social Studies. The Computer Skills class will introduce students to functions needed to respond to all question types on the exam, word process, keyboard, and navigate online websites. Additionally, students will learn effective test-taking strategies, college readiness skills, life skills, and be better prepared for work.

The graduate of the Certificate of Competency in Secondary Education/High School Equivalency Exam Preparation will:

- apply the skills and knowledge necessary to pass any or all the four content areas of the high school equivalency exam tests: Language Arts, Math, Science, and Social Science.
- apply effective test taking strategies and methods.
- think critically about issues and distinguish between supported and unsupported arguments in a variety of texts.
- apply mathematics to solve real life problems using mathematical modeling and problem-solving techniques.
- utilize the computer skills needed to respond to all question types on the exams, and learn to navigate online websites and resources

Students must pass assigned course work and assessments at 70% and complete a minimum of 128 hours for the combined courses in order to receive their certificate of competency.

Required Course Hours: 128 to 144

Course Prefix & Number	Course Title	Course Hours
BASK 7005	High School Equivalency Exam Preparation	96 – 108
BASK 7013	High School Equivalency Exam Prep: Computer Skills	32 - 36

Item No. 3. Program Requirements

There are no prerequisites. However, it is recommended that if a student has been out of school for a long time or has completed less than the eighth-grade level of school, the Basic Skills Certificate of Competency should be completed first. This certificate is the second in the series of the two certificates. Students may take an assessment to determine their reading and math levels and/or self-place. This certificate is aimed at assisting students in passing the four academic subject areas of the high school equivalency exams, mastering computer skills for the test, and achieving college readiness.

Students must pass required course work and assessments at 70% in order to achieve the certificate of competency.

Requirements	Course Prefix and Number	Course Title	Hours
70% pass rate on course work and assessments	BASK 7005	High School Equivalency Exam Preparation	96 – 108
70% pass rate on course work and assessments	BASK 7013	High School Equivalency Exam Prep Computer Skills	32 – 36
Total Hours			128 - 144

Students are encouraged to complete the certificate in one semester, but it is not required. There is no prescribed order for taking the two classes.

Item No. 4. Master Planning

Student surveys conducted during the North Santa Barbara County Consortium Planning Process in 2014 indicated a strong desire by Community Education students to achieve a high school equivalency diploma. Eighty-five percent of students selected this type of course work as “Desired classes for Goals.”

This certificate is the second in a coherent package of sequenced certificates. It adheres to the Allan Hancock College Mission to “find innovative ways to enhance student achievement”. The College Strategic Plan further highlights the rationale for this certificate: “Improving student success rates in basic skills requires a concentrated effort by the college, including classroom support and expanded access to support services outside the classroom.” (Page 14). These curriculum changes in noncredit Basic Skills align with SB-1143--the Student Success initiative, particularly the recommendations that focus on “best practices for promoting student success and completion, including, but not limited to, the acquisition of basic skills.” (Sect 2).

Combined with the specific identification of the need for ladder and sequenced Basic Skills Certificates identified in the AB 86 North Santa Barbara County Three Year plan this certificate is a strategic part of fulfilling our college and community goals.

Importance of Earning a High School Diploma Equivalency Certificate:

The United States Department of Labor: Bureau of Labor Statistics “Career Outlooks” report for September 2014 lists jobs in the U.S. economy based on education level:

<https://www.bls.gov/careeroutlook/2014/article/education-level-and-jobs.htm>

Earning a high school equivalency certificate opens nearly thirty-nine percent of the U.S. job market to a student and more than \$15,000 a year in income. According to the BLS, on average, a worker with less than a high school diploma earned about \$20,350 a year compared to \$35,580 for a worker with a high school diploma. In today’s world, is critical for financial stability and as preparation for higher education. Completion of an AA provides a student with more than \$58,000 a year. In today’s world, earning a high school diploma is critical to financial stability and preparation for higher education.

Board Approval:
 PCA Established:
 DL Conversion:
 Date Reviewed: Spring 2019
 Catalog Year: 2020 - 2021

Allan Hancock College Course Outline

Discipline Placement: None

Department: Noncredit Education

Prefix and Number: BASK 7005

Catalog Course Title: High School Equivalency Exam Preparation

Banner Course Title: High School Equivalency Exam Preparation

Hours

	Hours per Week (Based on 16 Weeks)
Lecture	6.0
Lab	-
Total Hours	6.0

Total Min Semester Contacts Hours for 16 weeks: 96.000

Total Min Semester Contacts Hours for 18 weeks: 108.000

Grading Method

Noncredit no grade

Requisites

None

Entrance Skills

None

Catalog Description

This course is designed to help students prepare for the High School Equivalency Exam such as the GED or HI SET. Students learn the core knowledge and skills needed to pass each of the High School Equivalency Tests. The content areas covered will be Language Arts--Reading/Writing, Mathematics, Science, and Social Studies. Students will also receive instruction in developing test-taking skills and career and college-readiness skills.

Course Content

Lecture

Overview of Course

- Language Arts
- Mathematics

- Science
- Social Studies
- Test-taking strategies and skills

Language Arts—Reading/Writing

Reading:

- Summarize details and ideas in publications
- Draw conclusions from ideas expressed by the author
- Make logical inferences from what is stated in the text
- Make logical inferences about characters in the text
- Draw conclusions that require combining ideas from different texts
- Analyze the structure of documents
- Distinguish between supported and unsupported arguments in a document
- Determine the author's point of view and purpose

Writing:

- Unpack a prompt—understand and analyze the question before writing a response
- Generate and organize ideas in an extended response
- Determine what is clearly stated in a text, draw conclusions, infer relationships, make predictions, and determine the main idea in a literary or non-fictional text.
- Respond to a document and write an effective argument that demonstrates strong organizational skills, use of text-based evidence, correct grammar and sentence structure, formal language with good vocabulary and word choice, varied sentence structure and use of transition words, and use of appropriate writing style
- Recognize and edit errors in writing such as run-on sentences, sentence fragments, misspelling, errors in subject-verb agreement, dangling modifiers, and incorrect capitalization, punctuation, and pronoun usage

Mathematics

Quantitative Problem Solving:

- Order and compute with rational numbers
- Simplify numerical expressions
- Interpret distance using a number line
- Reason quantitatively to solve problems involving rational numbers
- Solve problems involving a proportional relationship, ratios, percents, and scale factors
- Compute perimeter, circumference, and area of plane figures
- Compute volume and surface area of prisms, cylinders, cones, pyramids, spheres, and other shapes
- Read and interpret graphs, charts, and other data representations
- Measure the center of a statistical data set
- Determine sample space and use probability models to interpret data using a calculator

Algebraic Problem Solving:

- Simplify, evaluate, and write linear expressions, polynomial expressions and rational expressions
- Write and solve linear equations, linear inequalities and quadratic equations
- Graph an equation in two variables in the coordinate plane; solve problems requiring knowledge of slope
- Determine the equation of a line
- Apply the slope criteria for parallel or perpendicular lines
- Evaluate a function for a given input
- Compare functions in different presentations
- Identify features of a function from graphs or tables

Science

Life Science:

- Understand organisms, their environments, and their life cycles
- Understand the interdependence of organisms

- Recognize the relationships between structure and function in living systems
- Understand the human body and health
- Understand the molecular basis of evolution

Physical Science:

- Recognize observable properties such as size, weight, shape, color, and temperature
- Recognize concepts relating to the position and motion of objects
- Understand principles of light, heat, electricity, and magnetism
- Understand the principles of matter and atomic structure
- Understand the principles of chemical reactions

Earth and Space Science:

- Recognize the properties of earth materials
- Understand Earth's systems, processes, geologic structures, and time
- Understand Earth's movements and position in the solar system
- Understand the sun, other stars, and the solar system

Social Studies**History:**

- Analyze historical sources and recognize perspectives
- Identify interconnections between the past, present, and future
- Understand specific eras in U.S. and world history, including people who have shaped them and the political, economic, and cultural characteristics of those eras

Civics/Government:

- Understand the role of the citizen in a democratic society, including rights and responsibilities, and informed participation
- Recognize the structure and functions of different levels of government in the United States, including concepts of power and authority
- Understand the purposes and characteristics of various governance systems, with particular emphasis on the U.S. government

Economics:

- Recognize fundamental economic concepts
- Understand government involvement in the economy, including comparative economic systems and globalization
- Understand consumer economics

Geography:

- Understand concepts and know terminology of physical and human geography
- Use geographic concepts to analyze spatial phenomena and discuss economic, political, and social factors
- Interpret maps and other visual and technological tools, and analyze case studies

Test Taking Strategies

- Previewing and reviewing questions
- Budgeting test time

Course Objectives

At the end of the course, the student will be able to:

1. apply the skills and knowledge necessary to pass any or all of the High School Equivalency Tests- Language Arts-Reading/Writing, Mathematics, Science, and Social Studies.
 2. think critically about issues and distinguish between supported and unsupported arguments in a variety of texts such as social science, science, and literacy.
 3. apply mathematics to solve real life problems using mathematical modeling and problem-solving techniques.
 4. apply effective test-taking strategies and methods.
-

Methods of Instruction

- **Demonstration**
Teacher led and multi-media presentations
 - **Discussion**
Small group and class discussion
 - **Lecture**
Teacher led and multi-media presentations
 - **Methods of Instruction Description:**
Lecture, instructor guided small group work, self-paced individualized instruction, and instructor directed projects and assignments
-

Assignments

- **In-Class Assignments**
Complete worksheets, textbook exercises, and official practice tests; answers questions using the official format provided on official tests; complete worksheets using a calculator; and complete group and individual projects.
-

Methods of Evaluation

- **Exams/Tests**
 - **Quizzes**
 - **Projects**
 - **Group Projects**
 - **Class Participation**
 - **Class Work**
 - **Home Work**
 - **Class Performance**
 - **Writing Requirements**
 - **Other**
Official practice tests, pre and post-tests, quizzes, projects, and writing assignments for extended response lessons. For example, students will achieve the "Ready to Test" score on the official practice tests and post-tests.
-

Texts and Other Instructional Materials**Adopted Textbooks**

1. Steck-Vaughn *Reasoning Through Language Arts: Test Preparation for the 2014 GED Test* Edition: First 2013 This is the latest version of a preparation text available for the current exams
2. Steck-Vaughn *Mathematical Reasoning: Test Preparation for the 2014 GED Test* Edition: First 2013 This is the latest version of a preparation text available for the current exams.
3. Steck-Vaughn *Social Studies: Test Preparation for the 2014 GED Test* Edition: First 2013 This is the latest version of a preparation text available for the current exams.
4. Steck-Vaughn *Science: Test Preparation for the 2014 GED Test* Edition: First 2013 This is the latest version of a preparation text available for the current exams.

Supplemental Texts

None

Instructional Materials

1. High School Equivalency Test preparation textbooks, official practice tests, instructor generated materials, calculators, software programs, and OERs.
-

Student Learning Outcomes

1. BASK 7005 SLO 1 - Apply the skills, knowledge, and strategies necessary to pass any or all the High School Equivalency Tests: Language Arts--Reading/Writing, Mathematics, Science, and Social Studies.
 2. BASK 7005 SLO 2 - Apply test-taking strategies and tips to successfully pass the High School Equivalency Exam.
 3. BASK 7005 SLO 3 - Apply mathematics to solve real life problems using mathematical modeling and problem-solving techniques.
 4. BASK 7005 SLO 4 - Apply effective test-taking strategies and methods.
-

Distance Learning

This course is not Distance Learning.

All Fields

New Noncredit Program: Secondary Education/High School Equivalency Exam Preparation - Certificate of Competency

Cover

Program Title Secondary Education/High School Equivalency Exam Preparation

Department Noncredit Education

Discipline Basic Skills (NC)

Award Type Certificate of Competency

Date Reviewed Semester Spring

Year 2019

Program Goal Local (community need)

Proposed Start 06/08/2020

Justification/Need for New or Modified Program

How will this program, or program modification, meet student, employer, or community needs?

Student surveys conducted during the North Santa Barbara County Consortium Planning Process indicated a strong desire by Basic Skills students to achieve their High School Diploma Equivalency. Eighty-Five percent of students selected this type of course work as "Desired classes for Goals". This certificate will demonstrate achievement of competency in Secondary Education/High School Equivalency Exam Preparation. It creates an accelerated pathway for student success in academic, career, and life skills. It will prepare students for enrollment into credit course work.

ALLAN HANCOCK COLLEGE MISSION STATEMENT *Allan Hancock College provides quality educational opportunities that enhance student learning and the creative, intellectual, cultural, and economic vitality of our diverse community.*

Proposed Program Mission Statement

As part of the Mission of Allan Hancock College, the noncredit Secondary Education/High School Equivalency Test Preparation Certificate of Competency enhances student skills for academic achievement, work and life while creating an accelerated pathway to credit course work. It also enhances self-efficacy.

Co-Contributor

Contributor

- Garcia, Katherine (katherin.garcia1@hancockcollege.edu)
-

Program Goals and Objectives

The Secondary Education/High School Equivalency Exam Preparation Certificate will enable students to apply the skills and knowledge necessary to pass the high school equivalency exam and prepare students for achievement of the high school equivalency diploma and for transition to credit courses.

Objectives:

- apply reading and writing skills to purposefully and creatively express thoughts and ideas.
- think critically about issues and distinguish between supported and unsupported arguments in a variety of texts such as social science, science, and literary works.
- apply mathematics to solve real life problems using mathematical modeling and problem-solving techniques.
- apply the computer skills needed to respond to all question types on the tests such as extended response, short answer and multiple choice, fill-in-the-blank, hot-spot item, dropdown selection items, and drag-and drop items.

- apply test taking strategies and methods.
- apply the skills and knowledge necessary to pass the high school equivalency exam

Briefly describe the curriculum addition/modification (i.e. development of new curriculum: instructional methodology, etc.)

This new certificate combines existing courses. These curriculum changes focus on increasing college and career readiness for students.

Explain how the program is appropriate to the objectives and conditions of higher education and community college education in California and how it conforms to statewide master planning.

This certificate is the second in a coherent package of sequenced certificates. It adheres to the Allan Hancock College Mission to “find innovative ways to enhance student achievement”. The College Strategic Plan further highlights the rationale for this certificate: “Improving student success rates in basic skills requires a concentrated effort by the college, including classroom support and expanded access to support services outside the classroom.” (Page 14). These curriculum changes in noncredit Basic Skills align with SB-1143--the Student Success initiative, particularly the recommendations that focus on “best practices for promoting student success and completion, including, but not limited to, the acquisition of basic skills.” (Sect 2).

Combined with the specific identification of the need for ladder and sequenced Basic Skills Certificates identified in the AB 86 North Santa Barbara County Three Year plan this certificate is a strategic part of fulfilling our college and community goals.

Enrollment and Completer Projections

Enter estimated number of program completers:

30

What were the enrollment projections based on?

BASK Tableau enrollment data for 2017-2018 school year.

Place of Program in Existing Curriculum

Are there related programs currently being offered at AHC? Duplication with other departments? Will this program replace another program? Do the program courses currently exist?

These courses exist in noncredit, but this certificate updates and improves the offerings and provides an accelerated pathway.

Similar Programs in the Service Area

Describe all similar programs offered by colleges within commuting distance of the college or service area. How does the program differ? Attach catalog pages.

There are none.

Faculty persons contacted at colleges offering similar programs.

Mia Ruiz, coordinator for noncredit Basic Skills program at Cuesta College.

Adequate Resources

Identify the college resources that will be needed, and that are currently available for offering this program.

- Lab Equipment
- Media Equipment
- Qualified Staff
- Instructional Supplies
- Software/Technology

Other No

Please specify

none

Are these adequate? If no, describe the type of additional resources that will be needed.

Yes, they are adequate

List qualified faculty members who will be available to teach the program.

Carlos Gonzalez, Katherine Garcia, Lilia Wambolt, Wendy Flores, Florentino Aleman, Hedy Saurez.

Is this adequate? If no, list additional faculty and/or staff resource needs.

Yes, but ongoing search for qualified instructors is always a good idea.

What type of facilities/classroom are available for this program?

Computer Equipped Classrooms with multimedia equipment.

Is this adequate? If no, list the types of facility needs for this program.

Yes.

Catalog Description

Obtaining a High School Equivalency Certificate is key to higher educational goals, better jobs, and stronger life skills. This Secondary Education/High School Equivalency Exam Preparation Certificate will enable students to pass the four subject areas of the high school exam: Language Arts—Reading/Writing, Mathematics, Science, and Social Studies. The Computer Skills class will introduce students to functions needed to respond to all question types on the exam, word process, keyboard, and navigate online websites. Additionally, students will learn effective test-taking strategies, college readiness skills, life skills, and be better prepared for work.

Program Completion Requirements

Students will be placed using assessment tools and will move through the course work where their competency will be measured using post tests, class work, and class projects that demonstrate mastery of SLOs.

Program Learning Outcomes (PLO)

Program Learning Outcomes (PLO)

1. **Apply the skills and knowledge necessary to pass any or all of the four content areas of the high school equivalency exam tests: Language Arts, Math, Science, and Social Science.**
2. **Apply Effective Test Taking Strategies and Methods.**
3. **Think critically about issues and distinguish between supported and unsupported arguments in a variety of texts.**
4. **Apply mathematics to solve real life problems using mathematical modeling and problem-solving techniques.**
5. **Utilize the computer skills needed to respond to all question types on the exams, word process, keyboard, and learn to navigate online websites and resources.**

Program Requirements

Course Block Definitions

1. **Required core courses (128-144 hours)**

Block Header

Block Footer

Override Default Hour Calculations

No

Hour Min

Hour Max

Program Courses

1. **Course**

BASK 7005 - High School Equivalency Exam Preparation - Lecture 6.000 * In Review*

Non-Course Requirements

Subject

BASK - Basic Skills (NC)

Course

BASK 7005 - High School Equivalency Exam Preparation - Lecture 6.000 * In Review*

Condition

Hour Range

Min

Max

Exception Identifier

Exception**2. Course**

BASK 7013 - High School Equivalency Exam Prep: Computer Skills * In Review*

Non-Course Requirements**Subject**

BASK - Basic Skills (NC)

Course

BASK 7013 - High School Equivalency Exam Prep: Computer Skills * In Review*

Condition**Hour Range****Min****Max****Exception Identifier****Exception****CTE Documentation**

If this page is blank, then this program does not have "CTE" as a selection. Please check the Cover page.

Gainful Employment**Apprenticeship****Sponsor Name** n/a**Sponsor Address** n/a**Sponsor Phone** n/a**Related/Supplemental Instruction (RSI) Year 1 hours** n/a**Related/Supplemental Instruction (RSI) Year 2 hours** n/a**Related/Supplemental Instruction (RSI) Year 3 hours** n/a**Include California Division of Apprenticeship Standards (DAS) letter with Attachments** No**Labor Market Information (LMI) and Analysis**

n/a

Net Annual Labor Demand

Enter the estimated number of annual job openings, minus the annual number of program completers of other programs within the college service areas. The figure entered must be greater than zero and the number entered here must be explicitly stated in the analysis and consistent with the supporting documentation:

0

Advisory Committee Recommendations

Advisory Committee Members

n/a

Summary of Recommendations

n/a

Include Advisory Committee Minutes with Attachments No**Supporting Documents**

Attached File

BASK 7005.docx (/Form/Program/_DownloadFile/387/2757?fileId=216)

BASK 7013.docx (/Form/Program/_DownloadFile/387/2757?fileId=217)

NC_BASK_PRAUData_04202018 (1).pdf (/Form/Program/_DownloadFile/387/2757?fileId=218)
 Figure 18 P. 36 Adult Ed Planning Process.docx (/Form/Program/_DownloadFile/387/2757?fileId=219)
 Program Review 2018 K. Beckelhymmer.docx (/Form/Program/_DownloadFile/387/2757?fileId=220)
 Screen shot page 55 Fig Table 3.1.docx (/Form/Program/_DownloadFile/387/2757?fileId=254)
 Narrative for Secondary Education Certificate.docx (/Form/Program/_DownloadFile/387/2757?fileId=255)

I have attached all supporting documents Yes

I have attached the Chancellor's Office New Program Proposal Narrative Yes

Library Resources

Percentage of courses offered distance learning

The description of instructional materials, support materials, and equipment required to implement the proposed new course, and that is to be provided by the Learning Resources Center, has been reviewed by the course initiator and faculty librarian.

The college has sufficient instructional resources presently available for support of this course. Yes

The college instructional resources are not presently adequate to support the teaching of this course. No

Approximate cost of additional materials and equipment to implement new curriculum

Additional comments:

The library has adequate resources to support this course and no purchases are required.

Feasibility Analysis - Dean's Page

Program Title Secondary Education/High School Equivalency Exam Preparation

Top Code 4930.62 - Secondary Education (Grades 9-12) and G.E.D.

CIP Code 53.0201: High School Equivalence Certificate Program.

Lecture Load 0.400

Lab Load 0.040

Total Workload 0.440

New Faculty 0.00

New Equipment Needs 0.00

Facilities/Repairs 0.00

New Support Staff 0.00

Library Materials 0.00

Other 0.00

Total Fiscal Impact 0.00

Gainful Employment

Indicate if the program meets U.S. Department of Education gainful employment criteria. A complete set of resource documents is available on the U.S. Department of Education website under the Gainful Employment Information section (www.ifap.ed.gov/GainfulEmploymentInfo)

No

Feasibility Analysis

Consider appropriateness to AHC mission, CCC mission, demonstrated need/demand, enrollment projections data, labor market info, availability of adequate college resources, including library instructional materials, and services.

New program aligns with Hancock's mission, CCCs mission, and new funding requirements (i.e. certificate completion).

Course Review Date 08/19/2019

Program Review Date 04/10/2020

The program is feasible:

The new program is feasible. This new certificate bundles two existing noncredit basic skills courses into a certificate of competency in Basic Skills.

The program is not feasible:

N/A

Funding Source/Plan

FTES + certificate completion (as per new funding formula).

Codes

Special Dates

- Academic Senate
09/17/2019
- Board of Trustees
10/08/2019

Instructional Services

Date Reviewed Semester Spring

Year 2019

Catalog Term 2020/2021

Top Code 4930.62 - Secondary Education (Grades 9-12) and G.E.D.

Program Control Number

Is CDCP Yes

Originator Beckelhymer, Kathy

Origination Date 01/14/2019

Comments**CCCCO Entry**

Program Goal Local (community need)

TOP Code 4930.62 - Secondary Education (Grades 9-12) and G.E.D.

Hours for Degree Major/Emphasis (Minimum)

Hours for Degree Major/Emphasis (Maximum)

Total Hours (Minimum) 128

Total Hours (Maximum) 144

Annual Completers 30

Faculty Workload

0.400

New Faculty Position

New Equipment 0.00

New/Remodeled Facilities

Library Materials

Gainful Employment

Net Annual Labor Demand 0

Program Review Date 04/10/2020

Apprenticeship

Distance Education Percentage

District Governing Board Approval Date 10/08/2019

Allan Hancock College Program Outline

Title: AGRIBUSINESS: Wine Business

Award Type: Associate in Science

Designed for students preparing for or advancing in careers involving selling wine to wholesalers, retailers, brokers, restaurants, and the public. Those seeking to enter or upgrade careers in the wine industry in marketing, public relations, and promotion will find this program suited to their needs.

The graduate of the Associate in Science in AGRIBUSINESS: Wine Business will:

- Identify and suggest business strategies in the wine and grape industry considering financial management principles of vineyard and winery operations and strategic planning.
- Analyze promotion, selling, marketing and distribution possibilities.
- Evaluate benchmarking and brand name recognition alternatives.
- Analyze consumer and market conditions.
- Consider accounting, logistics, compliance, legal, labor and tax issues in the wine industry.

Program Requirements

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

Required core courses (12 units):

Units: 12

AG101	Introduction to Winemaking/Enology	3
AG102	Introduction to Viticulture	3
AG105	Wine Marketing and Sales	3
AG114	Wine Business	3

Plus a minimum of 13 units selected from the following:

Units: 13

ACCT105	Introduction to Accounting	3
AG103	Sensory Evaluation of Wine	3
AG104	Advanced Sensory Evaluation of Wine	3
AG106	Winery and Vineyard Financial Management	3
AG149	Cooperative Work Experience: Occupation	1 - 8
AG301	Pairing Wine and Food	0.5
AG302	Progressive Wine and Food Pairing	0.5
AG303	European Wine and Food	0.5
AG320	Wine Tasting Room Sales	1.5
BUS101	Introduction to Business	3
BUS103	Advertising	3
BUS104	Business Organization and Management	3
BUS110	Business Law	3
BUS160	Business Communications	3

Total Program Units

25

Allan Hancock College

Program Outline

Title: Office Systems Analysis

Award Type: Certificate of Accomplishment

This certificate specializes in office applications. Students learn to manage projects from the design phase through implementation. The coursework also includes fundamentals of program management and computer programming.

The graduate of the Certificate of Accomplishment in Office Systems Analysis will:

- Understand the fundamentals of business and how they relate to information systems needs of a business.
 - Use effective written and oral communication to support business information systems needs.
 - Develop technical skills to analyze and solve problems both independently and in teams, using a variety of problem-solving approaches and selecting the appropriate software.
 - Analyze/design/develop/deploy/maintain and manage business applications.
-

Program Requirements

A total of 12 units is required for the certificate.

Core courses	Units: 12
CBIS101 Computer Concepts & Applications	3
CBIS112 Intro to Visual Basic Program	3
CBIS141 Active Microsoft Excel-Comprehensive	3
CBIS142 Microsoft Access-Comprehensive	3

Total Program Units **12**

Allan Hancock College

Program Outline

Title: Film and Video Production

Award Type: Associate in Science

The Film and Video Program prepares students for a wide variety of positions in the motion picture broadcast industries. Students write, produce and edit narrative and documentary projects in a series of courses designed to bring students from beginning through intermediate production and post-production technique. All courses provide students access to the latest in digital production and post-production technology. In addition, students learn to critically interpret motion pictures through a series of courses in film history and aesthetics.

The graduate of the Associate in Science in Film and Video Production will:

- Utilize camera, sound, editing and lighting equipment in a professional capacity.
- Write compelling narrative stories in proper screenplay format and structure.
- Apply analysis and critical evaluation to cinematic works through discourse and writing.

Program Requirements

A major of 39 units is required for the associate in science degree.

Units: 26

Required core courses (26 units):

FILM101	Film as Art and Communication	3
FILM104	Documentary Studies	3
or		
FILM107	History of World Cinema	3
FILM105	Film and Television Writing 1	3
FILM110	Introduction to Motion Picture and Video Production	4
FILM111	Intermediate Motion Picture and Video Production	4
FILM125	Computer Video Editing	3
or		
MMAC125	Computer Video Editing	3
FILM126	Introduction to Motion Graphics	3
or		
MMAC126	Introduction to Motion Graphics	3
PHTO110	Basic Photography	3

Plus a minimum of 13 units selected from the following:

Units: 13

ART115	Introduction to Animation	3
or		
MMAC115	Introduction To Animation	3
FILM102	Hollywood and the American Film	3
FILM103	Contemporary Latin American Film	3
FILM106	Film and Television Writing II	3
FILM109	Contemporary Asian Cinema	3
FILM120	Introduction to Sound Recording and Mixing	3
FILM121	Sound Production Techniques	3

FILM123	Directing for the Camera	2
FILM127	Digital Video Post-Production	3
or		
MMAC127	Digital Video Post-Production	3
FILM189	Independent Projects in Film	1 - 3
FILM199	Special Topics in Film	3
FILM386	Film Festival Production Lab	2
GRPH111	Digital Imagery Lab	1
GRPH112	Digital Imagery	3
MMAC101	Introduction to Multimedia	2
MMAC102	Introduction to Multimedia Lab	1

Total Program Units**39**

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Faculty Emeritus Status	Item Number: 13.B.
Strategic Goal: Goal 12: Employee Integration	Enclosures: Page 1 of 1

BACKGROUND

In accordance with Allan Hancock College's Board Policy and Administrative Procedure 7810 Faculty Emeritus Status, emeritus is an honorary title awarded for distinguished service to the academic community. The established processes and procedures for determining and granting faculty emeritus status were initiated by Academic Senate to recognize retired and deceased faculty. The following list of faculty are recommended to be included in Faculty Emeriti:

<u>Name</u>	<u>Years of Service</u>	<u>Title/Discipline</u>
Allegre, Marla	1988-2019	Professor, English
Avila, Al	1996-2019	Professor, Administration of Justice
Brannon, Tammy	1990-2019	Professor, Biology
English, Blake Edward	1995-2019	Professor, Counseling
Farley, Susan	2005-2019	Professor, English
Lucas, Ann	2007-2019	Professor, Music
Mabry, Robert	2012-2019	Professor, Machine Technology
McMahon, Dianne	1981-2019	Professor, Dance
Meyer, Robert	2006-2019	Professor, Geology
Shigenaka, Margaret	1989-2019	Professor, Counseling
Strance, Deborah	2004-2019	Professor, Mathematics
Stromberg, Holly	2000-2019	Professor, Registered Nursing

FISCAL IMPACT

None

RECOMMENDATION

A recommendation that the board of trustees approve the list of faculty to be included in Faculty Emeriti.

Administrator Initiating Item: Robert Curry	Final Disposition:
--	--------------------

ACTION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Authorization to Use Reserved Mandate Block Grant Funding	Item Number: 13.C.
Strategic Goal: Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.	Enclosures: Page 1 of 3

BACKGROUND

At the September 8, 2015 board meeting, the board adopted the 2015-16 district budget. Included in the action, the board agreed that \$5,340,800 in Mandate Block Grant Funds would be held in reserve and use of the funds would require board approval. At the March 8, 2016 board meeting, the board approved the use of \$200,000 of the Mandate Block Grant Funds for facilities to backfill deferred vehicles and equipment needs due to budget reductions occurring in the previous five years. On October 10, 2017, and going on October 9, 2018, the board approved the use of \$200,000 for continued replacement of vehicles and equipment.

The current balance in the Mandate Block Grant Reserve is \$4,742,527. Funds from this reserve have not been used to provide stability funding in the current fiscal budget.

Facilities transportation is requesting an additional \$200,000 to continue replacement of aging district vehicles and equipment, including vehicles that support other organizations on campus. The attached document provides a summary of vehicles and equipment purchased with the previous allocations of funds from the past two years reserve along with those items still needed. The additional funding will allow acquisition of necessary, efficient, safe vehicles, and equipment for district needs. The need for vehicle replacement was identified in the 2017-18 facilities program review annual update.

FISCAL IMPACT

A reduction of \$200,000 in the Mandate Block Grant Reserve, general restricted funds. There is no impact to the general unrestricted funds.

RECOMMENDATION

Staff recommends that the board of trustees authorize the transfer of \$200,000 from the Mandate Block Grant Reserve to the facilities budget for the replacement of vehicles and equipment identified in the list provided.

Administrator Initiating Item: Eric D. Smith	Final Disposition:
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2018/2019 VEHICLE REPLACEMENT

YEAR	VEHICLE REPLACING	DEPARTMENT	MILEAGE	REPLACEMENT	COST	COMMENTS
2000	Ford Ranger #24	Custodial	279,46	2011 Ford Ranger	\$17,339	Custodial
1980	1 Ton Dump	Grounds	13,988	2017 Chevy Silverado 3500 Dump	44,905	Grounds
2002	Chevy Express 3500	Maint. Painter	137,129	2018 Chevy Express Cargo	23,000	Maintenances Painter
2001	Chevy Express 2500	Maint. HVAC Mechanic	83,258	2018 Chevy Express Cargo	23,000	Maintenance HVAC Mechanic
1999	Chevy Astro	ITS	100,559	2017 Dodge Caravan	16,835	IT Department

Subtotal spent 2018/2019 \$125,079 \$200,000 - from one-time funds
\$74,921 - remaining balance available rollover

2019/2020 VEHICLE REPLACEMENT NEEDS

PRIORITY	YEAR	VEHICLES TO BE REPLACED	DEPARTMENT	MILEAGE	REPLACEMENT	COST	COMMENTS
1		None Available	Maintenance	N/A	Rough Terrain Lift	\$40,000	Facilities Dept.
2	2000	Chevy S 10	ITS Telecom	59,652	Replace with 2500 Van	20,000	ITS Telecom
3	1999	Ford Ranger	Custodial	128,881	Replace with 2500 Truck	20,000	Custodial
4	2000	Chevy 2500 Utility	Maintenance Electrician	114427	Replace with 2500 Utility Truck	40,000	Electrician
5	2001	GMC Sierra	Grounds	125,817	Replace with 2500 Truck	20,000	Grounds
6	2002	Chevy Silverado	PCPA	123,511	Replace with 2500 Truck	40,000	PCPA
7	2013	John Deere 997 Mower	Grounds	2,756 Hours	John Deere Z997r Mower	22,000	Replacement Older Mower
8		None Available	Grounds	N/A	Street Sweeper	80,000	Grounds
9	2004	Ford Ranger	Custodial	128,975	Replace with 2500 Truck	20,000	Custodial
10	2004	Ford Ranger	Custodial	96,586	Replace with 2500 Truck	20,000	Custodial
11	2004	Chevy 2500	Grounds	75,355	Replace with 2500 Truck	20,000	Grounds
12	1999	Chevy 3500 Utility	Maintenance Carpenter	105,451	Replace with 2500 Utility Truck	30,000	Maint. Lead Worker

Subtotal - Vehicles to be Replaced \$372,000

Fund Rollover 2018/2019 74,921

Yearly Vehicle Budget 10,000

One Time Funds 200,000

Funds Available \$284,921

**ACTION ITEM**

To:	Board of Trustees	Date:	
From:	Superintendent/President		October 8, 2019
Subject:	Authorization to Borrow up to 60 Percent of the District's Net Equity in the Self-Insured Program for Employees (SIPE) Workers' Compensation Joint Powers Authority (JPA)	Item Number:	13.D.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures:	Page 1 of 1

BACKGROUND

As an available option to meet possible cash shortfalls, the district may request a short-term advance of the district's net equity in the SIPE workers' compensation JPA. SIPE's joint powers agreement specifies that any member, with approval of their governing board, may borrow up to 60 percent of their shareholder's net equity, based on the most current financial statement, for a period not to exceed 60 days at a rate equal to the amount that would have been earned through the county treasurer.

Based on SIPE's 2019 actuarial analysis, Allan Hancock College's net equity in the JPA was \$2,790,430. This would make the district eligible to borrow \$1,674,258 to help offset any possible cash shortfalls. If this action becomes necessary, the district would repay the loan from SIPE within the allowable 60 days or when the district receives apportionment funding from the state, whichever is earlier.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees authorize the district to borrow up to 60 percent of the district's net equity in the SIPE workers' compensation JPA if needed for cash flow purposes.

Administrator Initiating Item: Eric D. Smith	Final Disposition:
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**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Adoption of the 2019-20 Education Protection Account Expenditure Plan	Item Number: 13.E.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 3

BACKGROUND

Proposition 30, Schools and Local Public Safety Protection Act, was passed in November 2012. This proposition temporarily raised the sales and use tax by .25 cents for four years ending December 31, 2016 and raised the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) for seven years to provide continuing funding for local school districts and community colleges. Proposition 30 created an Education Protection Account (EPA) within the general fund to receive and disburse these temporary tax revenues. Proposition 55, passed in November 2016, extended the income tax for high-income earners until December 31, 2030.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges verifies whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

The Act specifically prohibits the expenditure of EPA funds for administrative salaries and benefits or any other administrative costs, which include district-wide administrative activities, such as district-level fiscal and personnel services; activities concerned with directing and managing the operation of a particular campus; and activities for assisting instructional staff in planning, developing, and evaluating the process of providing learning experiences for students.

The EPA expenditure report form and the related reporting guidelines are provided by the California Community Colleges Chancellor's Office. Attached is the 2019-20 expenditure plan for the board's adoption.

Also attached for public record is the report of the actual EPA proceeds and expenditures in 2018-19.

FISCAL IMPACT

The proposed expenditures are included in the 2019-20 adopted budget.

RECOMMENDATION

Staff recommends that the board of trustees adopt the 2019-20 Education Protection Account Expenditure Plan.

Administrator Initiating Item: Eric D. Smith	Final Disposition:
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CALIFORNIA COMMUNITY COLLEGES
Annual Financial and Budget Report
SUPPLEMENTAL DATA

Schools and Local Public Safety Protection Act
 EPA Expenditure Report

For Budget Year: 2019 - 2020

District ID: 610

Name: Allan Hancock Joint
 Community College
 District

Activity Classification	Object Code	Unrestricted			
EPA Proceeds:	8630	9,415,207			
Activity Classification	Object Code	Salaries and Benefits (1000 - 3000)	Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Total
Instructional Activities	0100-5900	9,415,207			9,415,207
Other Support Activities (list below)	6XXX				
Total Expenditures for EPA*		9,415,207	0	0	9,415,207
Revenues less Expenditures					0
*Total Expenditures for EPA may not include Administrator Salaries and Benefits or other administrative costs.					

CALIFORNIA COMMUNITY COLLEGES
Annual Financial and Budget Report
SUPPLEMENTAL DATA

Schools and Local Public Safety Protection Act
 EPA Expenditure Report

For Expenditure Year: 2018 - 2019

District ID: 610

Name: Allan Hancock Joint
 Community College
 District

Activity Classification	Object Code	Unrestricted			
EPA Proceeds:	8630	9,093,364			
Activity Classification	Object Code	Salaries and Benefits (1000 - 3000)	Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Total
Instructional Activities	0100-5900	9,093,364			9,093,364
Other Support Activities (list below)	6XXX				
Total Expenditures for EPA*		9,093,364	0	0	9,093,364
Revenues less Expenditures					0
*Total Expenditures for EPA may not include Administrator Salaries and Benefits or other administrative costs.					

ACTION ITEM

To:	Board of Trustees	Date:	
From:	Superintendent/President	October 8, 2019	
Subject:	Resolution 19-35, Authorizing Elimination of Categorical-Funded Portion of Classified Position	Item Number:	13.F.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures:	Page 1 of 2

BACKGROUND

The forty (40) percent funding portion for the position comes from the 2017-2018 California Adult Education Program (CAEP) funding allocation and sixty (60) percent of the funding for the position comes from the district. The 2017-2018 CAEP account needs to be closed out by the end of 2019. As a result, this forty (40) percent funding portion ends on December 31, 2019. The district has been advised that the CAEP funding portion for this position will not be renewed and this will result in a funding reduction for this classified Community Education Technician position. In accordance with Article 18.2 of the CSEA collective bargaining agreement, the reduction in funding for the position is effective at the close of the business day December 31, 2019.

Resolution 19-35 authorizes the superintendent/president to notify the affected classified employee of forty (40) percent layoff in accordance with California Education Code Sections 88014, 88015, 88017, 88117 and 88127. Such notice will be given not less than 60 days prior to the effective date of the layoff, and the affected employee shall be informed of his/her displacement rights, if any, and re-employment rights.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees adopt resolution 19-35 regarding lay-off, reassignment, and/or change of status of the designated partially categorically-funded classified bargaining unit position. This 12-month position will be reduced from 100 percent to sixty (60) percent, resulting in a forty (40) percent layoff effective at the close of business on December 31, 2019.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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RESOLUTION 19-35
A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
AUTHORIZING ELIMINATION OF CATEGORICALLY-FUNDED
PORTION OF CLASSIFIED POSITION

WHEREAS, it is the opinion of the Allan Hancock College Board of Trustees that, because of lack of work or lack of funds, one classified position, Community Education Technician, should be reduced by forty (40) percent, effective at the close of the day December 31, 2019.

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

That the Superintendent/President is directed to give notice of forty (40) percent layoff to the applicable classified employee in accordance with Sections 88014, 88015, 88017, 88117 and 88127 of the California Education Code. Such notice shall be given not less than 60 days prior to the effective date of the partial layoff, and the affected employee shall be informed of his/her displacement rights, if any, and re-employment rights.

PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the Allan Hancock Joint Community College District held on October 8, 2019, by the following vote.

- AYES:
- NOES:
- ABSENT:
- ABSTAINED:

STATE OF CALIFORNIA)
COUNTIES OF SANTA BARBARA)
SAN LUIS OBISPO, AND VENTURA)

I, KEVIN G. WALTHERS, Secretary to the Board of Trustees, Allan Hancock Joint Community College District of Santa Barbara, San Luis Obispo, and Ventura Counties, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at a regular meeting held October 8, 2019, by the vote above stated, which resolution is on file in the Office of the said Board.

Secretary to the Board of Trustees
Allan Hancock Joint Community College District

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: New and/or Revised Management Job Description	Item Number: 13.G.
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 a new job description sports information director/assistant athletic director. If a recommendation is made, a revised board agenda item will be presented.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
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ACTION ITEM

To: Board of Trustees	Date: October 8, 2019
From: Superintendent/President	
Subject: Rejection of Claim	Item Number: 13.H.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

On September 11, 2019, Christian Betancourt filed a claim against the district for personal injuries he allegedly sustained while participating in a track meet at Hancock College.

The established procedure for claims against the district is for the board of trustees to reject the claim and refer the matter to the district's insurance claims administrator for evaluation and resolution. Rejection of the claim is required to initiate the statute of limitation provisions for filing a lawsuit against a public entity.

FISCAL IMPACT

Unknown at this time.

RECOMMENDATION

A recommendation that the board of trustees reject the claim of Christian Betancourt.

Administrator Initiating Item: Eric D. Smith	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Grant Proposals Submitted	Item Number: 14.A.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND:

The office of institutional grants has submitted the following grant applications for a total of \$184,940 in requested funds:

1. United States Department of Agriculture: Capacity Building Grants for Non-Land Grant Colleges of Agriculture Program (\$100,000)

The college submitted an application as a sub recipient with California Polytechnic State University, San Luis Obispo for the proposal, "Training Interdisciplinary Teams to Work Collaboratively to Address Food Safety Issues." The funds will be used to support three grant activities: 1) a summer institute focused on food safety within the context of direct marketing, 2) a unique four-credit special projects class in food safety, and 3) project evaluation.

No matching funds are required. The project period is September 1, 2020 – August 31, 2023. (Submitted by Holly Nolan-Chavez)

2. Eva Longoria Foundation: PA²T[♀]H (Professional & Academic Advancement for Technical Females at Hancock) (\$84,940)

The college submitted a proposal for funding to support a project designed to empower female students within our local high school and community college district into the engineering career path by providing mentorship, role modeling, leadership development, internships, skill development training, and networking opportunities. The project will result in the increased college enrollment, retention, support, and university transfer of district female students (over 50% are Latinas), with particular focus on the underserved populations, in engineering majors which will become a model program throughout the state.

No matching funds are required. The project period is one year from the date of award. (Submitted by Christine Reed)

Administrator Initiating Item: Jon Hooten	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Employee Resignations and Retirements	Item Number: 14.B.
	Enclosures: Page 1 of 1

BACKGROUND:

The superintendent/president has accepted the following:

Retirement

Rose Newton, accounting services technician II, business services, effective December 31, 2019.

Ms. Newton has been employed with the district since December 1, 2002.

Administrator Initiating Item:

Ruben Ramirez

Final Disposition:

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Monthly Report, Associate Superintendent/Vice President, Academic Affairs	Item Number: 14.C.
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:

Dental Assisting Program Outreach (*Goal SLS6: Engage students.*) On Tuesday, September 17, this year's cohort of 26 Dental Assisting (DA) students provided oral health education in Guadalupe at McKenzie Junior High School for 200 youth in nine classrooms and at Mary Buren Elementary School for 336 students in 15 classrooms.

On November 26, in front of M-115, DA students will host a toothbrush exchange program whereby Allan Hancock College students can turn in their old toothbrush and be provided with a new toothbrush. Tours of the DA clinic will also be given, and appointments will be taken for free dental radiographs and teeth polishing to be performed December 13 and 14. Kudos to Professor Kathy Johnson and Maureen Titus, instructor of the DA 320 Practicum in the Community course, who spearhead and facilitate DA students' engagement in community outreach efforts.

Administrator Initiating Item: Robert Curry	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Monthly Report, Associate Superintendent/Vice President, Student Services	Item Number: 14.D.
Strategic Goal: Goal SLS2: To support student access, achievement, and success.	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:

AIM Program Update (*Goal SLS2: To support student access, achievement, and success.*) The Title V Grant, geared to improve educational outcomes for basic skills students, cycle ended in September. In August, AHC received confirmation that Wells Fargo will provide \$10,000 to support the AIM Program. These funds go directly to support tuition and fees for students. The five-year fundraising goal was \$75,000. To date, \$77,920 have been raised.

Food Insecurities Taskforce (*Goal SLS2: To support student access, achievement, and success.*) The Food Insecurities Taskforce met in September and are working on an action plan to address food insecurities. Various activities are scheduled to support students. These include: Garden Fun with the Nutrition & Wellness Club, Meal Prep Workshop, and Breakfast Club for Student Athletes. The Taskforce will continue to meet throughout the year.

Team-Up Tuesdays (*Goal SLS2: To support student access, achievement, and success.*) Team-Up Tuesdays has been created to connect students in the evening. Throughout the semester, beginning October 1, from 4 to 7 p.m., students will have the opportunity to “Team-Up” to study, play games, socialize, participate in “open mic night”, and get connected to the campus. These activities will take place in the Student Center.

Mentorship Kick-Off (*Goal SLS2: To support student access, achievement, and success.*) The 5th Mentorship Kick-Off event took place on September 25. This year’s program has 38 mentors and 38 mentees. They will meet weekly for one hour during the academic year. The goal of the mentorship program is to connect students with mentors that provide guidance and encouragement. Several activities are scheduled to take place during the year. The first event featured the Santa Maria Fire Department leading a group activity which helped introduce students to positive role models and engage community partners to connect them with the campus.

EOPS is Celebrating 50 Years (*Goal SLS2: To support student access, achievement, and success.*) In 1969, Senate Bill 164 was enacted into law, establishing Extended Opportunity Programs & Services (EOPS) throughout the California community college system. EOPS is the original student success program and is the longest standing social justice, educational rights, human rights, and equity program in the state. For 50 years, EOPS programs across the state have supported millions of students in achieving their educational endeavors. EOPS will Celebrate 50 Years on Thursday, October 10 between 11:30-1:30 in the Student Center to honor the legacy of student success.

Career Exploration Week (*Goal SLS2: To support student access, achievement, and success.*) The Career Center kicked off Career Exploration week (September 30 – October 4) with an Open House to showcase the center to faculty and staff. This year’s theme is “Reach for Gold,” and includes various activities on and off campus to promote careers and engage with community partners. The week will end with the Annual Career Exploration Day, where approximately 2,000 high school students will visit the campus to learn about the academic programs and potential careers. Students will have the opportunity to meet faculty and local employers.

Administrator Initiating Item: Nohemy Ornelas	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Monthly Report, Vice President, Institutional Effectiveness	Item Number: 14.E.
Strategic Goal: Goal IE1: To identify the institutional capacity to fulfill the college mission	Enclosures: Page 1 of 2

BACKGROUND

Institutional Effectiveness Partnership Initiative (IEPI) Partnership Resource Team (PRT) visit (*Goal IE1: To identify the institutional capacity to fulfill the college mission.*) Last spring Allan Hancock College submitted an application to participate in a collaborative technical assistance initiative offered through the Chancellor's Office IEPI funding. The process began with a short Letter of Interest followed by a more detailed description of college objectives. After our application was approved, a team of subject matter experts (the Partnership Resource Team) was selected from a pool of system and partner volunteers with the team's composition based on knowledge and experience that aligns with the areas of focus identified by Allan Hancock. The focus of the college application was integrated planning, with an emphasis on developing a new educational master plan that integrates Guided Pathways and the Vision for Success.

On Thursday September 26, a team of four colleagues from other community colleges spent the day visiting with faculty and staff representing different council and functional areas. Discussions focused on desired goals and challenges along with an assessment of current practices. The PRT concluded the day with a debriefing with President Walthers and Vice President Murphy. The PRT was impressed with the level of commitment and ability of college personnel and indicated that they would provide a few minor suggestions to facilitate execution of the application objectives. A follow up visit is scheduled for December 2, where the PRT will discuss the recommendations and actions taken by the college since the initial visit. The PRT application requested \$150,000 to support our initiatives. The funds are intended to be used to purchase technology to support Guided Pathways program scheduling and to facilitate assistance with writing key planning documents, including the educational master plan.

All Staff Day Educational Master Plan Visioning Exercise. (*Goal IE1: To identify the institutional capacity to fulfill the college mission.*) The fall 2019 All Staff Day breakout session focused on a visioning exercise to begin the effort of writing the new educational master plan. Facilitators at the fourteen groups asked participants to respond to the following four questions:

1. What does Allan Hancock College need to do over the next decade to be a successful 21st century institution of higher learning?
2. In addition to a list of contemporary topics (e.g., student food insecurity, cost of education) what other relevant considerations should influence our planning?
3. What is our role in the community?
4. What data or information would be useful to help frame a longer visioning and planning session?

Facilitators recorded responses on flip charts that were collected and transcribed. The qualitative data were coded with results mapped into five primary themes that follow.

Administrator Initiating Item: Paul M. Murphy	Final Disposition:
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Five Main Themes:

1. *Student environment and experience - 47.96%*: Nearly half of the responses were connected to the idea of improving the student experience and environment. This theme contains such sub-categories as addressing student barriers (including cost, mental health, and inclusivity) as well as easing student navigation of academics and student services.
2. *Programs' curriculum, services, and facility innovations-27.14%*: Streamlining and updating AHC was the second largest theme. Sample topics in this category include updating curriculum to better reflect the technology in and out of the classroom and providing more opportunities for experiential learning.
3. *Employee and staff opportunities - 16.36%*: Building and expanding professional development and training opportunities for employees was the third largest theme. Moreover, this also contains a category for transparency and efficiency in dissemination of information.
4. *External trends, perceptions, and connections - 7.81%*: Observing community and industry trends, legislation, and current initiatives is the fourth category.
5. *Innovative and improved metrics - 0.74%*: Employees suggested metrics and data sources for future improvement.

Institutional Effectiveness Council reviewed and discussed the analysis and recommended that these data help inform and refine further efforts to develop primary planning goals.

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: Monthly Report, Executive Director, College Advancement	Item Number: 14.F.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 1

BACKGROUND

Crisis Management Training & In Practice (*Goal IR4: To provide a safe, attractive, and accessible physical environment that enhances the ability to teach, learn, and work.*) Public Affairs & Communications (PAC) put their crisis management skills to the test in multiple ways over the past month. In early September, a member of PAC participated in a training on managing critical incidents at institutes of higher education. The three-day workshop was held at UCSB. During the first day of the training, a mountain lion was spotted at the Lompoc Valley Center (LVC). Members of the PAC and campus police who were in Santa Barbara quickly coordinated with staff in Santa Maria and Lompoc to craft and disperse accurate messaging to all students, faculty, and staff. One week later, another mountain lion was spotted near the LVC, and PAC and campus police again quickly worked together to ensure students, faculty, and staff were informed with accurate and helpful messages. The result – a *Lompoc Record* news article with the headline that students and staff felt informed and not scared by the sightings.

Continuation of Multiple Promotional Campaigns (*Goal G3: To refine a committee/process improvement initiative, across campus, to improve coordination, communication, and effectiveness.*) Public Affairs & Communications, alongside Campus Graphics, continues to coordinate and oversee various promotional campaigns. In addition to the annual credit enrollment campaigns, external-facing campaigns are focusing on Career Technical Education, the Hancock Promise, Community Education, and the Centennial. Internal-facing campaigns are focusing on promoting Term 2 classes, the auto-awarding of degrees/certificates, Institutional Research surveys, and the 2019-20 President's Leadership Academy project (#IamAHC).

Administrator Initiating Item: Jon Hooten	Final Disposition:
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INFORMATION ITEM

To:	Board of Trustees	Date:	
From:	Superintendent/President	October 8, 2019	
Subject:	Monthly Report, Associate Superintendent/Vice President, Finance and Administration	Item Number:	14.G.
Strategic Goal:	Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures:	Page 1 of 1

BACKGROUND

Baseball/Softball Field Restroom Facilities (*Goal IR4: To provide a safe, attractive and accessible physical environment that enhances the ability to teach, learn and work.*) We have started design work on the construction of a permanent 600 square foot restroom facility at the baseball/softball fields. We currently lease a portable restroom facility at a cost to the unrestricted general fund of \$18,437 per year. The estimated construction cost to build a permanent facility is \$500,000. A concession stand is not included in this project but will be included in the next phase.

Electronic Vehicle Charging Stations (*Goal IR4: To provide a safe, attractive and accessible physical environment that enhances the ability to teach, learn and work.*) The electronic vehicle charging stations in parking lot 1 (between buildings C and S) have been installed. There are four charging stations with two ports each, for a total of eight available charging spaces. We still must schedule an inspection with the Santa Barbara County Air Pollution Control District before we can activate the stations. However, it is estimated that they will be fully operational by November 13, 2019. Thank you to the district's Sustainability Committee for taking the lead on this project.

Emergency Vehicles Operation Course (EVOC) Slurry Seal (*Goal IR4: To provide a safe, attractive and accessible physical environment that enhances the ability to teach, learn and work.*) The EVOC track at the Lompoc Valley Center has been in place for approximately five years but was never seal coated. Industry standard dictates that asphalt should be seal coated within three years of its initial application. The track is in good repair with minimal damage from normal wear and tear. However, it is recommended that a slurry coat be applied before winter due to the fact that, in some areas, the surface aggregate is exposed. Industry standard recommends that a seal coat be applied to the track every five to eight years. The estimated cost for the slurry seal is \$95,000.

Administrator Initiating Item: Eric D. Smith	Final Disposition:
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INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	October 8, 2019
Subject: A Monthly Report on the Year-to-Date Financial Data for Various Funds	Item Number: 14.H.
Strategic Goal: Goal IR2: To develop district financial resources adequate to support quality programs and services.	Enclosures: Page 1 of 22

BACKGROUND

Attached are copies of financial statements for the following funds:

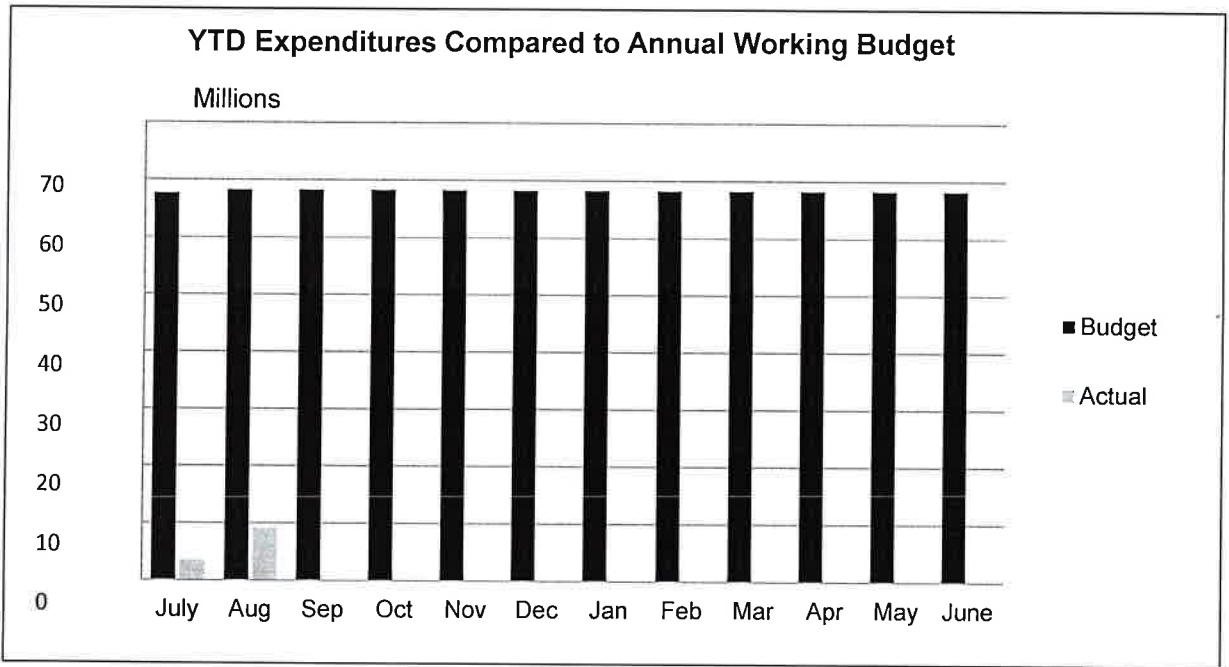
General Fund - Unrestricted
 General Fund - Restricted
 Child Development Fund
 PCPA Fund
 Capital Outlay Projects Fund
 General Obligation Bond Building Fund
 Dental Self-Insurance Fund
 Health Exams Fund
 Property and Liability Self-Insurance Fund
 Post-Employment Benefits Fund
 Other Post-Employment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

The statements reflect year-to-date budgets and financial data.

Administrator Initiating Item: <p style="text-align: center;">Eric D. Smith</p>	Final Disposition:
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**GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET
2019-2020**

	Annual Adopted Budget	Annual Working Budget	YTD July-August Expenditures	Percent of Working Budget
Academic Salaries	25,927,880	25,929,452	3,085,113	11.90%
Classified Salaries	16,743,627	16,779,202	2,387,421	14.23%
Employee Benefits	13,272,272	13,290,391	1,728,794	13.01%
Supplies and Materials	1,416,733	1,431,160	199,590	13.95%
Other Operating Expenses	6,942,241	7,490,701	1,469,508	19.62%
Capital Outlay	782,697	800,865	91,598	11.44%
Other Outgo/Transfers	<u>2,588,556</u>	<u>2,588,556</u>	<u>195,900</u>	7.57%
	67,674,006	68,310,327	9,157,924	13.41%



Allan Hancock College Governmental Funds Group
General Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Unrestricted Budget</u>	<u>Unrestricted Actual</u>	<u>% Budget</u>	<u>Restricted Budget</u>	<u>Restricted Actual</u>	<u>% Budget</u>
REVENUES						
Federal Revenues	34,200	1,095	3.20%	3,013,659	7,498	0.25%
State Revenues	45,011,925	4,975,916	11.05%	19,722,951	7,263,422	36.83%
Local Revenues	22,635,201	2,083,501	9.20%	2,182,101	737,089	33.78%
Total REVENUES	<u>67,681,326</u>	<u>7,060,512</u>	<u>10.43%</u>	<u>24,918,711</u>	<u>8,008,009</u>	<u>32.14%</u>
EXPENDITURES						
Academic Salaries	25,929,452	3,085,113	11.90%	3,187,867	360,387	11.30%
Classified Salaries	16,779,202	2,387,421	14.23%	6,194,532	678,879	10.96%
Employee Benefits	13,290,391	1,728,794	13.01%	2,313,632	267,279	11.55%
Supplies and Materials	1,431,160	199,590	13.95%	2,490,314	62,142	2.50%
Other Operating Exp. and Services	7,490,701	1,469,508	19.62%	7,173,562	302,777	4.22%
Capital Outlay	800,865	91,598	11.44%	2,293,719	32,185	1.40%
Total EXPENDITURES	<u>65,721,771</u>	<u>8,962,024</u>	<u>13.64%</u>	<u>23,653,626</u>	<u>1,703,649</u>	<u>7.20%</u>
Excess of Revenues over (Under) Expenditures	1,959,555	(1,901,512)		1,265,085	6,304,360	
OTHER FINANCING SOURCES(USES)						
Other Financing Sources	15,000	0	0.00%	98,164	28,398	28.93%
Total OTHER FINANCING	<u>15,000</u>	<u>0</u>	<u>0.00%</u>	<u>98,164</u>	<u>28,398</u>	<u>28.93%</u>
OPERATING TRANSFERS OUT						
Other Outgo	2,588,556	195,900	7.57%	1,595,252	17,654	1.11%
Total OPERATING TRANSFERS OUT	<u>2,588,556</u>	<u>195,900</u>	<u>7.57%</u>	<u>1,595,252</u>	<u>17,654</u>	<u>1.11%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(614,001)	(2,097,412)		(232,003)	6,315,104	
FUND BALANCE						
Fund balance, July 1	<u>14,736,631</u>	<u>14,736,631</u>		<u>15,596,722</u>	<u>15,596,722</u>	
Current Balance	<u>14,122,630</u>	<u>12,639,219</u>		<u>15,364,719</u>	<u>21,911,826</u>	

Allan Hancock College
Child Development Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Federal Revenues	330,627	46,643	14.11%
State Revenues	477,535	183,055	38.33%
Local Revenues	794,305	4,405	0.55%
Total REVENUES	<u>1,602,467</u>	<u>234,103</u>	<u>14.61%</u>
EXPENDITURES			
Academic Salaries	244,934	37,983	15.51%
Classified Salaries	441,849	47,809	10.82%
Employee Benefits	144,571	14,569	10.08%
Supplies and Materials	374,405	2,908	0.78%
Other Operating Exp. and Services	182,454	899	0.49%
Capital Outlay	235,319	0	0.00%
Total EXPENDITURES	<u>1,623,532</u>	<u>104,168</u>	<u>6.42%</u>
Excess of Revenues Over (Under) Expenditures	(21,065)	129,935	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	25,000	0	0.00%
Total OTHER FINANCING	<u>25,000</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	3,935	129,935	
FUND BALANCE			
Fund balance, July 1	<u>347,025</u>	<u>347,025</u>	
Current Balance	<u><u>350,960</u></u>	<u><u>476,960</u></u>	

Allan Hancock College
PCPA Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	2,806,873	628,753	22.40%
Total REVENUES	<u>2,806,873</u>	<u>628,753</u>	<u>22.40%</u>
EXPENDITURES			
Classified Salaries	2,083,101	384,519	18.46%
Employee Benefits	602,106	89,798	14.91%
Supplies and Materials	483,753	85,675	17.71%
Other Operating Exp. and Services	639,785	210,234	32.86%
Capital Outlay	42,600	327	0.77%
Total EXPENDITURES	<u>3,851,345</u>	<u>770,553</u>	<u>20.01%</u>
Excess of Revenues Over (Under) Expenditures	(1,044,472)	(141,800)	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	2,106,949	18,662	0.89%
Total OTHER FINANCING	<u>2,106,949</u>	<u>18,662</u>	<u>0.89%</u>
OPERATING TRANSFERS OUT			
Other Outgo	662,477	283,472	42.79%
Total OPERATING TRANSFERS OUT	<u>662,477</u>	<u>283,472</u>	<u>42.79%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	400,000	(406,610)	
FUND BALANCE:			
Fund balance, July 1	<u>961,018</u>	<u>961,018</u>	
Current Balance	<u>1,361,018</u>	<u>554,408</u>	

Allan Hancock College
Capital Outlay Project Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
State Revenues	0	0	0.00%
Local Revenues	121,616	1,616	1.33%
Total REVENUES	<u>121,616</u>	<u>1,616</u>	<u>1.33%</u>
EXPENDITURES			
Supplies and Materials	0	1,377	0.00%
Other Operating Exp. and Services	25,628	27,957	109.09%
Capital Outlay	1,554,065	159,381	10.26%
Total EXPENDITURES	<u>1,579,693</u>	<u>188,715</u>	<u>11.95%</u>
Excess of Revenues Over (Under) Expenditures	(1,458,077)	(187,099)	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	222,960	0	0.00%
Total OTHER FINANCING	<u>222,960</u>	<u>0</u>	<u>0.00%</u>
OPERATING TRANSFERS OUT			
Other Outgo	0	0	0.00%
Total OPERATING TRANSFERS OUT	<u>0</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(1,235,117)	(187,099)	
FUND BALANCE			
Fund balance, July 1	<u>8,311,941</u>	<u>8,311,941</u>	
Current Balance	<u>7,076,824</u>	<u>8,124,842</u>	

Allan Hancock College
General Obligation Bond Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	400,000	0	0.00%
Total REVENUES	<u>400,000</u>	<u>0</u>	<u>0.00%</u>
EXPENDITURES			
Supplies and Materials	0	654	0.00%
Other Operating Exp. and Services	7,770	0	0.00%
Capital Outlay	23,697,113	26,214	0.11%
Total EXPENDITURES	<u>23,704,883</u>	<u>26,868</u>	<u>0.11%</u>
Excess of Revenues Over (Under) Expenditures	(23,304,883)	(26,868)	
FUND BALANCE			
Fund balance, July 1	<u>23,304,883</u>	<u>23,304,883</u>	
Current Balance	<u>0</u>	<u>23,278,015</u>	

Allan Hancock College
Dental Self Insurance Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	840,000	30,328	3.61%
Total REVENUES	<u>840,000</u>	<u>30,328</u>	<u>3.61%</u>
EXPENDITURES			
Other Operating Exp. and Services	814,845	138,806	17.03%
Total EXPENDITURES	<u>814,845</u>	<u>138,806</u>	<u>17.03%</u>
Excess of Revenues Over (Under) Expenditures	25,155	(108,478)	
FUND BALANCE			
Fund balance, July 1	<u>1,525,544</u>	<u>1,525,544</u>	
Current Balance	<u>1,550,699</u>	<u>1,417,066</u>	

Allan Hancock College
Self - Insurance Health Exam Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	500	0	0.00%
Total REVENUES	<u>500</u>	<u>0</u>	<u>0.00%</u>
EXPENDITURES			
Employee Benefits	21,000	0	0.00%
Total EXPENDITURES	<u>21,000</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues Over (Under) Expenditures	(20,500)	0	
FUND BALANCE			
Fund balance, July 1	<u>160,075</u>	<u>160,075</u>	
Current Balance	<u>139,575</u>	<u>160,075</u>	

Allan Hancock College
Self Ins - Property & Liab. Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	20,000	0	0.00%
Total REVENUES	<u>20,000</u>	<u>0</u>	<u>0.00%</u>
EXPENDITURES			
Supplies and Materials	1,000	0	0.00%
Other Operating Exp. and Services	18,500	0	0.00%
Capital Outlay	0	0	0.00%
Total EXPENDITURES	<u>19,500</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues Over (Under) Expenditures	500	0	
FUND BALANCE			
Fund balance, July 1	<u>1,181,851</u>	<u>1,181,851</u>	
Current Balance	<u><u>1,182,351</u></u>	<u><u>1,181,851</u></u>	

Allan Hancock College
Post Employment Benefits Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	16,000	0	0.00%
Total REVENUES	<u>16,000</u>	<u>0</u>	<u>0.00%</u>
EXPENDITURES			
Employee Benefits	0	0	0.00%
Total EXPENDITURES	<u>0</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues Over (Under) Expenditures	16,000	0	
FUND BALANCE			
Fund balance, July 1	<u>1,141,607</u>	<u>1,141,607</u>	
Current Balance	<u>1,157,607</u>	<u>1,141,607</u>	

Statement Period
Account Number 08/01/2019 through 08/31/2019
115150007100

Summary Of Fund

MARKET VALUE AS OF 08/01/2019

9,542,840.89

EARNINGS

NET INCOME CASH RECEIPTS

11,767.78

FEES AND OTHER EXPENSES

6,992.24-

REALIZED GAIN OR LOSS

2,474.61-

UNREALIZED GAIN OR LOSS

1,631.24-

TOTAL EARNINGS

669.69

OTHER RECEIPTS

157,948.83

OTHER DISBURSEMENTS

469,665.95-

TOTAL MARKET VALUE AS OF 08/31/2019

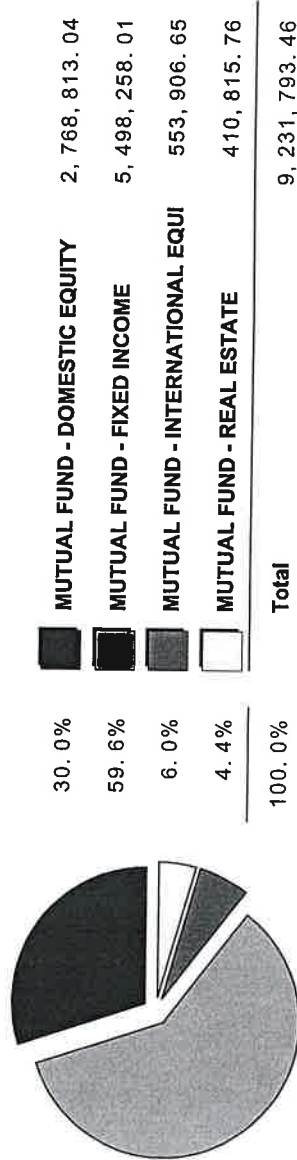
9,231,793.46

Statement Period 08/01/2019 through 08/31/2019
Account Number 115150007100

Asset Summary As Of 08/31/2019

DESCRIPTION	MARKET VALUE	AVG COST	% OF PORT
MUTUAL FUND - FIXED INCOME	5,498,258.01	5,376,860.44	60
MUTUAL FUND - DOMESTIC EQUITY	2,768,813.04	2,629,951.31	30
MUTUAL FUND - INTERNATIONAL EQUITY	553,906.65	516,723.48	6
MUTUAL FUND - REAL ESTATE	410,815.76	369,081.95	4
TOTAL INVESTMENTS	9,231,793.46	8,892,617.18	
CASH	11,767.78		
DUE FROM BROKER	0.00		
DUE TO BROKER	11,767.78		
TOTAL MARKET VALUE	9,231,793.46		

Ending Asset Allocation



Allan Hancock College
Associated Students Trust Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	254,675	47,107	18.50%
Total REVENUES	<u>254,675</u>	<u>47,107</u>	<u>18.50%</u>
EXPENDITURES			
Supplies and Materials	122,048	10,333	8.47%
Other Operating Exp. and Services	72,599	38,694	53.30%
Total EXPENDITURES	<u>194,647</u>	<u>49,027</u>	<u>25.19%</u>
Excess of Revenues Over (Under) Expenditures	60,028	(1,920)	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	177,047	177,047	100.00%
Total OTHER FINANCING	<u>177,047</u>	<u>177,047</u>	<u>100.00%</u>
OPERATING TRANSFERS OUT			
Other Outgo	229,500	17,000	7.41%
Total OPERATING TRANSFERS OUT	<u>229,500</u>	<u>17,000</u>	<u>7.41%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditure and Other Uses	7,575	158,127	
FUND BALANCE:			
Fund balance, July 1	<u>124,691</u>	<u>124,691</u>	
Current Balance	<u>132,266</u>	<u>282,818</u>	

Allan Hancock College
Student Representation Fee Trust Fnd

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	18,015	10,846	60.21%
Total REVENUES	<u>18,015</u>	<u>10,846</u>	<u>60.21%</u>
EXPENDITURES			
Other Operating Exp. and Services	20,000	539	2.70%
Total EXPENDITURES	<u>20,000</u>	<u>539</u>	<u>2.70%</u>
Excess of Revenues Over (Under) Expenditures	(1,985)	10,307	
FUND BALANCE			
Fund balance, July 1	<u>15,373</u>	<u>15,373</u>	
Current Balance	<u>13,388</u>	<u>25,680</u>	

Allan Hancock College
Student Body Center Fee Trust Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	24,800	16,352	65.94%
Total REVENUES	<u>24,800</u>	<u>16,352</u>	<u>65.94%</u>
EXPENDITURES			
Supplies ad Materials	0	0	0.00%
Capital Outlay	24,800	0	0.00%
Total EXPENDITURES	<u>24,800</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues Over (Under) Expenditures	0	16,352	
FUND BALANCE			
Fund balance, July 1	<u>182,032</u>	<u>182,032</u>	
Current Balance	<u>182,032</u>	<u>198,384</u>	

Allan Hancock College
Student Financial Aid Trust Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Federal Revenues	10,376,603	2,324,913	22.41%
State Revenues	2,300,000	748,746	32.55%
Local revenues	0	5	0.00%
Total REVENUES	<u>12,676,603</u>	<u>3,073,664</u>	<u>24.25%</u>
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	125,000	3,505	2.80%
Total OTHER FINANCING	<u>125,000</u>	<u>3,505</u>	<u>2.80%</u>
OPERATING TRANSFERS OUT			
Other Outgo	12,801,603	2,258,988	17.65%
Total OPERATING TRANSFERS OUT	<u>12,801,603</u>	<u>2,258,988</u>	<u>17.65%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses			
	0	818,181	
FUND BALANCE			
Fund balance, July 1	<u>21,600</u>	<u>21,600</u>	
Current Balance	<u>21,600</u>	<u>839,781</u>	

Allan Hancock College
Scholarship and Loan Trust Fund

Income Statement by Fund
For Period Ending 8/31/19

	<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>
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	0	0	
FUND BALANCE			
Fund balance, July 1	<u>8,708</u>	<u>8,708</u>	
Current Balance	<u><u>8,708</u></u>	<u><u>8,708</u></u>	

Allan Hancock College
District Trust Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	145,862	21,880	15.00%
Total REVENUES	<u>145,862</u>	<u>21,880</u>	<u>15.00%</u>
EXPENDITURES			
Academic Salaries	6,586	0	0.00%
Classified Salaries	25,176	1,811	7.19%
Employee Benefits	88	42	47.73%
Supplies and Materials	85,714	6,968	8.13%
Other Operating Exp. and Services	60,833	3,076	5.06%
Capital Outlay	0	0	0.00%
Total EXPENDITURES	<u>178,397</u>	<u>11,897</u>	<u>6.67%</u>
Excess of Revenues Over (Under) Expenditures	(32,535)	9,983	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	0	5,620	0.00%
Total OTHER FINANCING	<u>0</u>	<u>5,620</u>	<u>0.00%</u>
OPERATING TRANSFERS OUT			
Other Outgo	20,189	5,620	27.84%
Total OPERATING TRANSFERS OUT	<u>20,189</u>	<u>5,620</u>	<u>27.84%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(52,724)	9,983	
FUND BALANCE			
Fund balance, July 1	1,074,542	1,074,542	
Current Balance	<u>1,021,818</u>	<u>1,084,525</u>	

Allan Hancock College
Student Clubs Agency Fund

Income Statement by Fund
For Period Ending 8/31/19

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	32,033	118	0.37%
Total REVENUES	<u>32,033</u>	<u>118</u>	<u>0.37%</u>
EXPENDITURES			
Supplies and Materials	28,350	119	0.42%
Other Operating Exp. and Services	19,961	25	0.13%
Capital Outlay	0	0	0.00%
Total EXPENDITURES	<u>48,311</u>	<u>144</u>	<u>0.30%</u>
Excess of Revenues Over (Under) Expenditures	(16,278)	(26)	
OTHER FINANCING SOURCES(USES)			
Other Financing Sources	0	0	0.00%
Total OTHER FINANCING	<u>0</u>	<u>0</u>	<u>0.00%</u>
OPERATING TRANSFERS OUT			
Other Outgo	1,500	0	0.00%
Total OPERATING TRANSFERS OUT	<u>1,500</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(17,778)	(26)	
FUND BALANCE			
Fund balance, July 1	<u>68,784</u>	<u>68,784</u>	
Current Balance	<u><u>51,006</u></u>	<u><u>68,758</u></u>	

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ALLAN HANCOCK COLLEGE FOUNDATION
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING 08/31/2019

	Cash Adm in	General Operations	Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
REVENUES:							
Contributions, Gifts, Grants & Endowments	0	26,256	68,430	55,204	215,300	0	365,190
District/Grant Contribution	0	11,702	0	0	0	0	11,702
Sales and Commission	0	0	285	0	0	0	285
Interest and Investment Income	20,046	3,232	130	0	0	21,639	45,046
Realized Gain/Loss on Invest	14,720	234	0	0	0	11,476	26,430
Unrealized Gain/Loss on Invest	20,499	3,067	0	0	0	13,873	37,438
Total Revenues	55,264	44,491	68,844	55,204	215,300	46,988	486,091
EXPENSES:							
Non Bargaining Unit	0	38,031	0	0	0	0	38,031
Benefits	0	3,238	0	0	0	0	3,238
Office/Operational Supplies	0	107	4,128	0	0	0	4,235
In Kind Supply Expense	0	0	200	0	0	0	200
Non Instr Printing	0	341	2,539	0	0	0	2,880
Food - Business Meetings/Events	0	538	7,956	0	0	0	8,494
Service Contracts (Businesses)	0	430	0	0	0	0	430
Travel - All Travel Costs	0	126	1,039	0	0	0	1,165
Foundation Community Activities	0	0	1,234	0	0	0	1,234
Dues & Memberships	0	0	134	0	0	0	134
Non-Tech Licenses, Permits, Fees	0	10	789	0	0	0	799
District/College Support	0	0	8,871	0	0	0	8,871
Postage/Express Services	0	490	434	0	0	0	924
Mailing Service	0	0	2,455	0	0	0	2,455
Advertising	0	83	0	0	0	0	83
Bank Service Charges	0	876	84	0	0	0	960
Investment Brokerage Fees	20,279	819	0	0	0	10,587	31,685
PCPA Support	0	0	0	18,662	0	0	18,662
Student Assistance	0	0	2,106	0	0	0	2,106
Scholarships	0	0	0	346,111	0	1,425	347,536
Total Expenses	20,279	45,088	31,968	364,773	0	12,012	474,119
Net Income (Loss)	34,985	(597)	36,877	(309,569)	215,300	34,976	11,972
OTHER FINANCING SOURCES/OUTGO:							
Intrafund Transfer-In	0	397	0	500	48,011	0	48,908
Intrafund Transfers-Out	0	0	48,908	0	0	0	48,908
Net Transfers	0	397	(48,908)	500	48,011	0	0
Net Inc/Dec in Fund Bal	34,985	(200)	(12,031)	(309,069)	263,311	34,976	11,972
FUND BALANCE:							
Fund Equity, July 1	0	155,095	1,794,246	699,654	20,574,231	4,080,531	27,303,757
Current Balance	34,985	154,895	1,782,215	390,585	20,837,542	4,115,507	27,315,729

Allan Hancock College
Viticulture & Enology Foundation Fund

Income Statement by Fund
For The Period Ending 8/31/19

REVENUES	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
Contributed Gifts/Grants/Endw	10,000	17,011	170.11%
Non-Cash Contributions	20,000	1,456	7.28%
Other Local Revenues	20,000	0	0.00%
Net Revenue	<u>50,000</u>	<u>18,467</u>	<u>0.00%</u>
WINE OPERATION			
Sales & Commissions	50,000	9,186	18.37%
Less: Returns & Allowances	0	0	0.00%
Less: Sales Discounts	<u>(10,500)</u>	<u>(2,956)</u>	<u>28.15%</u>
Net Sales	39,500	6,230	
Less: Cost of Goods Sold	<u>(9,450)</u>	<u>0</u>	<u>0.00%</u>
Gross Profit	<u>30,050</u>	<u>6,230</u>	
 Total REVENUES	 <u>80,050</u>	 <u>24,697</u>	 <u>30.85%</u>
 EXPENDITURES			
Classified Salaries	0	0	0.00%
Supplies and Materials	55,800	2,971	5.32%
Inventory Allocation Expense	(51,680)	0	0.00%
Other Operating Exp. and Services	37,843	2,814	7.44%
Capital Outlay	<u>4,000</u>	<u>0</u>	<u>0.00%</u>
Total EXPENDITURES	<u>45,963</u>	<u>5,785</u>	<u>12.59%</u>
 Excess of Revenues Over (Under) Expenditures	 34,087	 18,912	
 OPERATING TRANSFERS OUT			
Other Outgo	<u>1,200</u>	<u>0</u>	<u>0.00%</u>
Total OPERATING TRANSFERS OUT	<u>1,200</u>	<u>0</u>	
 Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	 32,887	 18,912	
 FUND BALANCE			
Fund balance, July 1	<u>188,547</u>	<u>188,547</u>	
 Current Balance	 <u>221,434</u>	 <u>207,459</u>	

ALLAN HANCOCK COLLEGE



OCTOBER 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<p>1</p> <p>2:00 p.m. Women's Soccer vs. Reedley College</p> <p>4:00 p.m. Men's Soccer vs. Canyons College</p> <p>"Pilgrimage" Art Exhibit Ann Foxworthy Gallery through October 25</p>	2	<p>3</p> <p>11:30 a.m. Food Share every Thursday Student Center</p> <p>12:00 p.m. Trustee Open Hour LVC</p>	<p>4</p> <p>9:00 a.m. Career Exploration Day between buildings L, M, N</p>	<p>5</p> <p>2:00 p.m. Football vs. Cirtus College</p>
6	7	<p>8</p> <p>10:30 am Mid-Term Brain Break LVC</p> <p>6:00 p.m. Board of Trustees Meeting Lompoc Valley Center</p>	<p>9</p> <p>Dimensions in Dance through October 13</p>	<p>10</p> <p>11:30 a.m. EOPS 50th Anniversary Student Center</p> <p>2:30 p.m. Food Share every Thursday Building 1 LVC</p>	<p>11</p> <p>4:00 p.m. Women's Soccer vs. Cuesta College</p>	12
13	<p>14</p> <p>Term 2 Classes Begin</p>	15	<p>16</p> <p>5:00 p.m. Men's Basketball Meet the Bulldogs Joe White Memorial Gym</p>	17	<p>18</p> <p>2:00 p.m. Men's Soccer vs. Santa Monica College</p> <p>4:00 p.m. Women's Soccer vs. Moorpark</p>	<p>19</p> <p>2:00 p.m. Football vs. Pasadena City College</p>
20	21	<p>22</p> <p>11:00 a.m. Alcohol & Substance Awareness Day Student Center</p>	23	24	25	<p>26</p> <p>2:00 p.m. Football vs. Santa Monica College</p>
27	28	<p>29</p> <p>2:00 p.m. Men's Soccer vs. Moorpark College</p> <p>4:00 p.m. Women's Soccer vs. L.A. Pierce College</p> <p>5:00 p.m. College Night Joe White Memorial Gym</p>	30	<p>31</p> <p>3:00 p.m. Men's Soccer vs. Santa Barbara City College</p>		

ALLAN HANCOCK COLLEGE



NOVEMBER 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 4:00 p.m. Women's Soccer vs. Ventura College	2
3 3:00 p.m. Men's Basketball vs. West Hills Lemoore College	4	5 11:00 a.m. Veteran's Appreciation Day Student Center	6	7 11:30 a.m. Food Share every Thursday Student Center <i>The Little Mermaid</i> through December 22 Marian Theatre	8 1:00 p.m. Men's Soccer vs. L.A. Mission College 3:00 p.m. Women's Soccer vs. Santa Barbara College	9 1:00 p.m. Football vs. L.A. Pierce College
10	11 Veterans Day College Closed	12 3:00 p.m. Men's Soccer vs. Oxnard College 6:00 p.m. Board of Trustees Meeting	13 5:00 p.m. Women's Basketball vs. College of the Sequoias	14	15 3:00 p.m. Women's Soccer vs. Oxnard College	16 3:00 p.m. Men's Basketball vs. Gavilan College
17	18	19	20	21	22	23
24	25	26 3:00 p.m. Women's Basketball vs. Reedley College	27	28 Thanksgiving Recess College Closed	29 Thanksgiving Recess College Closed	30