

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT



BOARD OF TRUSTEES

Hilda Zacarias, President
Suzanne Levy, Ed.D., Vice President
Alejandra Enciso
Ken Ostini
Gregory A. Pensa
Ora Shrecengost, Student Trustee

AGENDA Regular Board Meeting Tuesday, May 20, 2025

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

	<u>Page</u>	<u>Tentative Time</u>
1. Call to Order		5:00 PM
2. Public Comment to Closed Session		

This section of the agenda is intended for members of the public to address the Board of Trustees on items involving the community college district that are being considered in Closed Session. *Please note that board members are prohibited by the Brown Act from responding to comments made regarding topics not on the official agenda.* Public comments will be given in person during the meeting or submitted in writing at least 24 hours before the meeting via email to: jmcgee@hancockcollege.edu The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. Please submit an individual comment card for each item.

3. Adjourn to Closed Session
 - 3.A. Discipline/Dismissal/Release of Public Employee (1 case) (Govt. Code §54957)
 - 3.B. Conference with Labor Negotiator – (Government Code §54957.6)

Agency designated representatives: Dr. Robert Curry
Employee Association: Faculty Association

Agency designated representative: Dr. Robert Curry
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: Ruben Ramirez
Employee Organization: California School Employees Association (CSEA) Chapter #251

Agency designated representative: Ruben Ramirez
Unrepresented Employee: Superintendent/President

- | | | |
|----|---------------------------------|---------|
| 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 | |

Public comments on an agenda item or another topic within the jurisdiction of the board of trustees will be given in person during the meeting or submitted in writing at least 24 hours before the meeting via email to: jmcgee@hancockcollege.edu The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. Please submit an individual comment for each item. Testimony on specific agenda items will be welcome during consideration of the item by the Board of Trustees. When public testimony is completed regarding a specific agenda item, discussion is then confined to board members only. This practice is in accordance with laws governing Board of Trustees public meetings.

- | | | |
|-----|--|----|
| 9. | Approval of Minutes | |
| | 9.A. Approval of Minutes from the April 15, 2025, regular board meeting. | 7 |
| 10. | Presentations | |
| | 10.A. Fraud Mitigation Efforts | |
| | Dr. David Vasquez, director, Admissions & Records, will present on fraud mitigation efforts being made by the college. | |
| | 10.B. Changing the Odds Moment | |
| | Dr. Walthers will share a Changing the Odds moment. | |
| 11. | Consent Agenda | |
| | 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. | |
| | 11.A. Approval of Register of Warrants and Payroll Summary
03/01/25 through 03/31/25 | 14 |
| | 11.B. Approval of Employee Personnel Actions | 17 |
| | 11.C. Approval of Part-time Faculty Appointments, Regular Faculty
Overload Assignments and Special Assignments/Stipends | 19 |

	<u>Page</u>	<u>Tentative Time</u>
11.D. Acceptance of Donations	42	
11.E. Approval of Equivalency Certification for Faculty	43	
11.F. Approval of Appointment of Department Chairs	48	
11.G. Acceptance of Third Quarter Financial Status Report	49	
11.H. Approval to Declare and Dispose Surplus District Property	53	
11.I. Approval to Request Bids for the Campus Road and Parking Lot Slurry Seal and Restriping Project (Bid #25-06)	55	
11.J. Authorization for Out-of-State Travel for Students	57	
11.K. Adoption of additions and changes in the Academic Policy and Planning Committee Curriculum Report	58	
11.L. Approval of New Community Services (Fee-Based) Education Courses	59	
11.M. Approval of Community Services (Fee-Based) Education Courses	63	
11.N. Second Review of Revised Board Policy 2710, Conflict of Interest	65	
11.O. Second Review of Board Policy 7250, Educational Administrators	70	
12. Oral Reports		
12.A. Superintendent/President's Report		
12.B. Board Member Reports		
12.C. Association Reports		
1) Faculty Association		
2) Academic Senate		
3) California School Employees Association		
4) Associated Student Body Government		
5) AHC Foundation		
6) Management Association		
7) Part-Time Faculty Association		
13. Action Items		
13.A. Adoption of Resolutions 25-09 through 25-25 Honoring Retiring Employees	73	
13.B. Approval of 2024-2025 Revised Adopted Budget	91	
13.C. Approval for Rejection of Insurance Claim No. 016853915	105	
13.D. Acceptance of Grants Approved and Review of Grant Proposals Submitted, Rescinded, and No Status	106	

14.	Information	
14.A.	Acceptance of Employee Retirements and Resignations	109
14.B.	First Review of Board Policy 2010, Board Membership	110
14.C.	First Review of Revised Board Policy 2100, Board Elections	113
14.D.	First Review of Board Policy 2110, Vacancies on the Board	116
14.E.	First Review of Board Policy 2200, Board Duties and Responsibilities	118
14.F.	First Review of Board Policy 2210, Officers	121
14.G.	First Review of Board Policy 2220, Committees of the Board	124
14.H.	First Review of Board Policy 2305, Annual Organizational Meeting	126
14.I.	First Review of Board Policy 2320, Special and Emergency Meetings	128
14.J.	First Review of Board Policy 2330, Quorum and Voting	130
14.K.	First Review of Board Policy 2350, Speakers	133
14.L.	First Review of Board Policy 2360, Minutes	135
14.M.	First Review of Board Policy 2365, Recording	137
14.N.	First Review of Board Policy 2410, Board Policies and Administrative Procedures	139
14.O.	First Review of Revised Board Policy 2430, Delegation of Authority to the Superintendent/President	143
14.P.	First Review of Board Policy 2431, Superintendent/President Selection	146
14.Q.	First Review of Board Policy 2432, Superintendent/President Succession	148
14.R.	First Review of Board Policy and Administrative Procedure 2435, Evaluation of the Superintendent/President	150
14.S.	First Review of Board Policy and Administrative Procedure 2510, Shared Governance	154
14.T.	First Review of Revised Board Policy 4021, Program Vitality	160
14.U.	First Review of Board Policy and Revised Administrative Procedure 4222, Remedial Coursework	163

		<u>Page</u>	<u>Tentative Time</u>
14.V	First Review of New Administrative Procedure 4232, Pass/No Pass	168	
14.W	First Review of Revised Board Policy and Administrative Procedure 5015, Residence Determination	170	
14.X.	First Review of Revised Board Policy and Administrative Procedure 5035, Withholding of Student Records	182	
14.Y.	First Review of Revised Board Policy and Administrative Procedure 5040, Student Records, Directory Information, and Privacy	186	
14.Z.	First Review of Revised Administrative Procedure 5203, Lactation Accommodation	199	
14.AA.	First Review of Revised Board Policy and Administrative Procedure 5500, Standards of Student Conduct	201	
14.BB.	First Review of Revised Board Policy and Administrative Procedure 6300, Fiscal Management	211	
14.CC.	First Review of Revised Administrative Procedure 6325, Payroll	215	
14.DD.	First Review of Revised Board Policy 6340, Contracts and Revised Administrative Procedure 6340, Bids and Contracts	218	
14.EE.	First Review of Revised Administrative Procedure 6345, Bids and Contracts - CUPCAA	224	
14.FF	First Review of Revised Administrative Procedure 6360, Contracts – Electronic Systems and Materials	228	
14.GG.	First Review of Revised Board Policy and Administrative Procedure 6400, Audits	230	
14.HH	First Review of Revised Board Policy and Administrative Procedure 6520, Security for District Property	233	
14.II.	First Review of New Administrative Procedure 7343, Industrial Accident & Illness Leave	239	
14.JJ.	Monthly Report, Associate Superintendent/Vice President, Academic Affairs	243	
14.KK.	Monthly Report, Associate Superintendent/Vice President, Student Services	244	
14.LL.	Monthly Report, Executive Director, Institutional Effectiveness	245	
14.MM.	Monthly Report, Executive Director, College Advancement	246	

	<u>Page</u>	<u>Tentative Time</u>
14.NN. Monthly Report, Associate Superintendent/Vice President, Finance and Administration	247	
14.OO. A Monthly Report on the Year-to-Date Financial Data for Various Funds	248	
15. New Business		
16. Calendar	270	
17. Adjournment		

The next regular meeting of the Board of Trustees will be held on Tuesday, June 17, 2025, in Guadalupe. Closed session begins at 5:00 p.m. Open session begins at 6:00 p.m.



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

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT



BOARD OF TRUSTEES

Hilda Zacarías, President
 Suzanne Levy, Ed.D., Vice President
 Alejandra Enciso
 Ken Ostini
 Gregory A. Pensa
 Ora Shrecengost, Student Trustee

MINUTES

Regular Board Meeting
 Tuesday, April 15, 2025

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

1. Call to Order

Trustee Levy called the meeting to order at 5:07 p.m. with the following trustees present:
 Enciso, Levy, Ostini, Pensa

Trustees absent: Zacarías

Administrators present: Curran, Curry, Ramirez, Walthers

2. Public Comment to Closed Session

No public comment was made.

3. Adjourn to Closed Session

Trustee Levy adjourned the meeting to closed session at 5:07 p.m.

4. Reconvene to Open Session

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

Administrators present: Bach, Curran, Curry, Hooten, Ramirez, Siwabessy, Specht, Walthers

5. Action Taken in Closed Session

Trustee Levy reported there was no action taken during closed session.

Trustee Zacarías arrived at 6:01 p.m.

6. Pledge of Allegiance

Hailey Liles, student, led the audience in the pledge of allegiance.

7. Approval of Agenda as Presented

On a motion by Trustee Pensa, seconded by Trustee Levy, the board of trustees approved the agenda, on a roll-call vote as follows:

Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías

Noes: None
 Abstentions: None

8. Public Comment

Ron Lovell, professor, culinary arts, reported students who competed in the 2025 Skills USA State competition earned a total of 52 medals. Carmen Birrueta, who was awarded a silver medal, spoke about the experience and thanked the board for their support.

9. Approval of Minutes

9.A. Approval of Minutes from the March 18, 2025, regular board meeting

On a motion by Trustee Enciso, seconded by Trustee Ostini, the board of trustees voted to approve the minutes for the March 18, 2025, regular board meeting. (Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías; Noes: None; Absent: None)

10. Presentations

10.A. Sabbatical Leave Presentation

Rob Jorstad, professor, physics, presented his fall 2024 sabbatical leave report. Professor Jorstad developed content for two physics workbooks and shared his goal was to increase access for students while keeping costs low. He shared examples of companion videos using problems contained in the workbooks. He also noted the benefit of students being able to work on their own while he helps those who need more support. Professor Jorstad thanked the board for the sabbatical experience.

10.B. MESA/STEM Update

Christine Reed, counselor/coordinator, MESA/STEM Academic Success Center, provided an update on the MESA/STEM program. She commented the move to the new building in M-500 allows the center to serve all STEM students, not just MESA students. She discussed activities including increasing embedded tutors, winter and summer break boot camps, development of a noncredit class, and the establishment of a STEM alumni network. Ms. Reed shared the future goal is having a presence at the Lompoc Valley Center.

10.C. Changing the Odds Moment

Dr. Walthers highlighted the Volunteer Income Tax Assistance (VITA) program. He shared this year, 780 families received free income tax consultation resulting in refunds worth over \$3,000,000. He reported more than 25 students will receive income tax certificates. He noted the Pacific Coast Business Times featured Champions of Education, the partnership between Cal Poly and Allan Hancock College, on the cover of the April edition.

11. Consent Agenda

On a motion by Trustee Enciso, seconded by Trustee Levy, the board of trustees voted to approve the consent agenda, on a roll-call vote as follows:

Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías

Noes: None

Abstentions: None

12. Oral Reports

12.A. Superintendent/President's Report

Dr. Walthers shared Cal Poly hosted an open house last night on the Santa Maria campus for the new cohort of 2+2 Sociology students.

12.B. Board Member Reports

Trustee Zacarías thanked Cary Gray for his leadership in the Volunteer Income Tax Assistance (VITA) program.

Trustee Enciso hosted Trustee Open Hour on the Santa Maria campus.

Trustee Levy attended the Early College Showcase.

Trustee Pensa attended the Foundation board meeting and shared the board is planning a "Friend-Raising" event. He attended the California Community College Trustee board meeting and hosted Trustee Open Hour in Santa Ynez.

Student Trustee Shrecengost gave a report of ASBG events held and highlighted upcoming events. She noted 40 easter baskets have been donated to EOPS for student families.

12.C. Association Reports

1) Part-Time Faculty Association (PFA)

Monique Segura reported the PFA is helping pay for meals for the Artificial Intelligence (AI) Summit and will host a table at the Earth Day celebration. She shared she will be the first part-time instructor to direct the Folklórico Invitational Concert. Ms. Segura read a statement by Mark Miller sharing the testimony of a woman helped by the VITA program.

2) Faculty Association

No Report

3) Academic Senate

Alberto Restrepo reported three members of Senate Exec. are leaving for Plenary next week, where discussions will revolve around new legislation. He

shared the Senate is working on the implications of new legislation and initiatives from the Chancellor's Office. Mr. Restrepo commented that Senate Exec. is working collaboratively with the Faculty Association on the faculty evaluation process.

4) California School Employees Association

Toby McLaughlin shared CSEA nominated Lisa Gutierrez, first vice president, for the Shining Star Award. He asked everyone to remember clerical staff on April 23 for Administrative Professionals Day. Mr. McLaughlin reported CSEA has approved eight job descriptions and ratified the CalPERS longevity MOU. He shared he will be attending the Regional Representative Summit in El Monte, California.

5) Associated Student Body Government

Angela Ruiz attended the American Student Association of Community Colleges National Student Advocacy conference in Washington, D.C. She noted the talented students who participated in the Hancock's Got Talent event. Ms. Ruiz shared that 15 students are running for ASBG officer positions. She highlighted the Justice-Impacted Summit and the Student Maker's Market.

6) AHC Foundation

Jon Hooten reported the Foundation board met in March to approve the budget. He shared they are adding a full-time alumni officer to reach out to alumni and to help identify student groups. He commented the golf tournament hosted 160 players and raised \$38,000.

7) Management Association

Tom Lamica thanked the following individuals for their hard work and support: Rick Rantz and Connor Long, for hosting many successful events in the Fine Arts Complex; Chief Farley and Sergeant Dave Millard, for organizing the EOC tabletop exercises to prepare staff for emergency situations on campus; LeeAnne McNulty, for her work in securing state and federal grants; and Dr. Curry, Dennis Curran, and Dr. Siwabessy, for their leadership and support.

13. Action Items

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

On a motion by Trustee Pensa, seconded by Trustee Levy, the board of trustees voted for three (3) incumbent candidates and one (1) new candidate, Julie Schorr, to serve on the California Community College Trustees Board of Directors. (Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías; Noes: None; Absent: None)

13.B. Adoption of Resolution 25-08, Authorizing Layoff of a Classified Position

On a motion by Trustee Pensa, seconded by Trustee Enciso, the board of trustees adopted Resolution 25-08, Authorizing Layoff of a Classified Position, on a roll-call vote as follows:

Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías

Noes: None

Abstentions: None

13.C. Acceptance of Grant Approved and Review of Grant Proposals Submitted

On a motion by Trustee Levy, seconded by Trustee Enciso, the board of trustees accepted the approved grant as submitted. (Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías; Noes: None; Absent: None)

13.D. Adoption of Resolution 25-06, Approval of Amendment #1 to Space Use Agreement Between Manzanita Public Charter School and Allan Hancock Joint Community College District

On a motion by Trustee Pensa, seconded by Trustee Enciso, the board of trustees adopted Resolution 25-06, Approval of Amendment #1 to Space Use Agreement Between Manzanita Public Charter School and Allan Hancock Joint Community College District, on a roll-call vote as follows:

Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías

Noes: None

Abstentions: None

13.E. Approval of Memorandum of Understanding (MOU) for California School Employees Association (CSEA) for Longevity

On a motion by Trustee Enciso, seconded by Trustee Ostini, the board of trustees approved the Memorandum of Understanding (MOU) for California School Employees Association (CSEA) for Longevity, as submitted. (Ayes: Student Trustee, Enciso, Levy, Ostini, Pensa, Zacarías; Noes: None; Absent: None)

14. Information Items

14.A. Bond Measure I Citizens' Oversight Committee 2024 Annual Report

Dr. Walthers shared the 2024 Citizens' Oversight Committee Annual Report.

14.B. Acceptance of Employee Retirement and Resignations

Dr. Walthers accepted the retirements and resignations of employees as presented.

14.C. Board Policy and Administrative Procedure Reference Updates

The board of trustees received board policy and administrative procedure reference updates.

- 14.D. First Review of Revised Board Policy 2710, Conflict of Interest
The board of trustees did not suggest changes to the revised board policy.
- 14.E. First Review of Administrative Procedure and Board Policy 7120, Recruitment & Hiring
The board of trustees did not suggest changes to the administrative procedure and board policy.
- 14.F. First Review of Board Policy 7250, Educational Administrators
The board of trustees did not suggest changes to the board policy.
- 14.G. Monthly Report, Associate Superintendent/Vice President, Academic Affairs
Dr. Curry shared faculty and staff participated in a professional development focused on academic programs in prison settings, led by Deborah Pirman. He said the law enforcement program will hold a five-week probation course in April.
- 14.H. Monthly Report, Associate Superintendent/Vice President, Student Services
Dr. Siwabessy reported the counseling team has been focused on increasing completion of student education plans (SEP). She shared fall and spring campaigns will be launched to raise awareness of the importance of having (SEP). Dr. Siwabessy also commented the work is being funded by the Student Equity and Achievement Plan.
- 14.I. Monthly Report, Executive Director, Institutional Effectiveness (IE)
Dr. Bach shared the IE team continues to support the academic program review process through survey development and learning assessment data analysis. IE is working on putting forward three recommendations for the shared governance process, outline in the Councils and Committees: Pathways to Decisions (CCPD), to College Council as a follow-up to work completed at the annual planning retreat.
- 14.J. Monthly Report, Executive Director, College Advancement
Dr. Hooten reported the Public Affairs and Communications team was awarded two first-place awards for the 2024 commencement program and *Hancock's Community News*. He also announced the team received a silver medal for video production for Public Safety from the 2025 California Community Colleges Public Relations Organization (CCPRO) awards.
- 14.K. Monthly Report, Associate Superintendent/Vice President, Finance and Administration
Associate Superintendent Curran shared a work group was created to review and assess district positions. He reported the group meets monthly and includes members from various administrative areas. He noted the group has also

developed an automated Position Report which allows supervisors to identify errors and increases institutional transparency.

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

Associate Superintendent Curran reviewed the financial data and noted the CalPERS rate for next year is lower than this year's rate. Mr. Curran reported college revenues are projected to be at 100 percent at year-end and expenditures are currently below 67 percent.

15. New Business

Trustee Pensa asked Dr. Walthers and Associate Superintendent/Vice President Dennis Curran to give a report at the next meeting on Federal financial aid.

16. Calendar

Dr. Walthers shared events from the calendar including the start of PCPA's *Waitress*, Symphonic Band concert, baseball games, and year-end activities.

17. Adjournment

Trustee Zacarias adjourned the meeting at 7:37 p.m.

The next regular meeting of the Board of Trustees will be held on Tuesday, May 20, 2025. Closed session begins at 5:00 p.m. Open session begins at 6:00 p.m.



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

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Register of Warrants and Payroll Summary 03/01/25 through 03/31/25	Item Number: 11.A.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 3 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.

	<u>Fund Expenditures</u>	<u>Total Fund Expenditures</u>
General Fund 9410		
Invoice Warrants	\$ 3,097,429.65	
Payroll 03/01/25 – 03/31/25	7,412,210.72	
Total General Fund		\$ 10,509,640.37
Child Development Fund 9433		
Invoice Warrants	\$107,390.78	
Payroll 03/01/25 – 03/31/25	125,165.53	
Total Child Development Fund		232,556.31
Capital Projects Fund 9440		
Invoice Warrants	0.00	
Payroll 03/01/25 – 03/31/25	0.00	
Total Capital Projects Fund		0.00
Capital Outlay Projects Fund 9441		
Invoice Warrants	172,532.50	
Total Capital Outlay Projects Fund		172,532.50
Go Bond Building Fund 9447		
Invoice Warrants	129,439.80	
Total Go Bond Building Fund		129,439.80
Self-Insurance Dental Fund 9461		
Invoice Warrants	65,927.00	
Total Self-Insurance Dental Fund		65,927.00

(Continued)

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the board of trustees approve commercial warrants CT 25055459 through 25056049 and for a subtotal of \$3,593,218.17 and payroll warrants in the amount of \$7,537,376.25 for a grand total of \$11,130,657.42.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------

	<u>Fund Expenditures</u>	<u>Total Fund Expenditures</u>
Self-Insurance Property/Liability Fund 9463		
Invoice Warrants	20,561.44	
Total Self-Insurance Property/Liability Fund		20,561.44
Post-Employment Benefits Fund 9469		
Invoice Warrants	0.00	
Total Post-Employment Benefits Fund		0.00
Student Center Fee Trust Fund 9473		
Invoice Warrants	0.00	
Total Student Center Fee Trust Fund		0.00
<u>Grand Total All Funds</u>		<u>\$ 11,130,657.42</u>

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
03/01/2025 - 03/31/2025
Payroll

General Fund 10

100 Academic Salaries

1100A	Academic Salaries Full Time	1,966,524.90
1100B	Administrators (Cert.) Non Teaching	296,548.49
1100D	Part Time Faculty	897,512.12
SUB TOTAL		<u>\$3,160,585.51</u>

200 Classified Salaries

2000A	CSEA	1,553,057.38
2000B	Confidential/Supervisory	222,920.13
2000C	Classified Administrators	296,287.66
2000E	Classified Hourly	154,957.93
2000F	Student Workers	217,012.37
2000G	Board Member	1,389.15
SUB TOTAL		<u>\$2,445,624.62</u>

300 Employee Benefits

3000A	STRS	493,943.82
3000B	PERS	564,137.59
3000C	OASDHI-FICA	203,862.06
3000D	Health & Welfare	483,733.09
3000E	EDD-SUI	2,573.50
3000F	Workers Comp	57,750.53
SUB TOTAL		<u>\$1,806,000.59</u>

TOTAL FUND 10 **\$7,412,210.72**

Child Development Fund 33

100 Academic Salaries

1100A	Academic Salaries Full Time	13,559.42
SUB TOTAL		<u>\$13,559.42</u>

200 Classified Salaries

2000A	CSEA	26,563.84
2000E	Classified Hourly	13,129.24
2000F	Student Workers	51,358.33
SUB TOTAL		<u>\$91,051.41</u>

300 Employee Benefits

3000A	STRS	2,551.08
3000B	PERS	9,379.42
3000C	OASDHI-FICA	3,695.82
3000D	Health & Welfare	3,789.19
3000E	EDD-SUI	27.42
3000F	Workers Comp	1,111.77
SUB TOTAL		<u>\$20,554.70</u>

TOTAL FUND 33 **\$125,165.53**

TOTAL DISTRICT PAYROLL **\$7,537,376.25**

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Julian Barbosa	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055459
Anita Friedman	Manual Refund Submitted	\$2.00	
		\$2.00	CT 25055460
Ana Garcia Ramirez	Manual Refund Submitted	\$109.80	
		\$109.80	CT 25055461
Guadalupe Guerrero	Manual Refund Submitted	\$78.00	
		\$78.00	CT 25055462
Alexander Hernandez	Manual Refund Submitted	\$2.00	
		\$2.00	CT 25055463
Richard Lopez	Manual Refund Submitted	\$3,041.00	
		\$3,041.00	CT 25055464
Axel Lopez Cuadra	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055465
Angel Maldonado	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055466
Edely Morales	Manual Refund Submitted	\$2.00	
		\$2.00	CT 25055467
Dylan Nguyen	Manual Refund Submitted	\$33.00	
		\$33.00	CT 25055468
Diego Oseguera	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055469
Breanna Paloma	Manual Refund Submitted	\$215.00	
		\$215.00	CT 25055470
Edward Salla	Manual Refund Submitted	\$299.50	
		\$299.50	CT 25055471
Tatiana Silva	Manual Refund Submitted	\$448.00	
		\$448.00	CT 25055472
Julia Wheelock	Manual Refund Submitted	\$503.00	
		\$503.00	CT 25055473
Joshua Wulfestieg	Manual Refund Submitted	\$166.00	
		\$166.00	CT 25055474
Alberto Ambriz Delgado	PREPAY OUT OF POCKET 3.18-21.25	\$439.04	
		\$439.04	CT 25055475
Donna Beal	ACCCA Conf. Monterey, CA	\$480.16	
		\$480.16	CT 25055476
Laura Becker	Open Mileage 2.18.25	\$35.42	
		\$35.42	CT 25055477
Joan Bergstrom Smith	PREPAY OUT OF POCKET 3.18-21.25	\$439.04	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$439.04	CT 25055478
Michael Bernal	Open Mileage 2.03-28.25	\$655.20	
		\$655.20	CT 25055479
Ashley Brackett	Open Mileage 2.06.25	\$93.80	
		\$93.80	CT 25055480
Ca Organization Of Assoc Degree Nursing	SPR 25 WOLFRAN, LEANNE	\$650.00	
	2025 COADN CONF MAXON, SHAVAUN Reg	\$650.00	
	2025 COADN CONF DONNELLY, JANE Reg	\$650.00	
		\$1,950.00	CT 25055481
City of Lompoc	Commercial Light Electric 7.1.2024 - 6.30.2025	\$26,939.51	
		\$26,939.51	CT 25055482
City Of Santa Maria	Water Services and Disposal Site Fees- Utilities,	\$3,462.03	
	Water Services and Disposal Site Fees- Community	\$812.08	
	Water Services and Disposal Site Fees- Utilities,	\$5,788.48	
	Water Services and Disposal Site Fees- Community	\$1,357.79	
	Water Services and Disposal Site Fees- Utilities,	\$3,697.65	
	Water Services and Disposal Site Fees- Community	\$867.35	
	Water Services and Disposal Site Fees- Utilities,	\$629.43	
	Water Services and Disposal Site Fees- Community	\$147.64	
	Water Services and Disposal Site Fees- Utilities,	\$1,560.72	
	Water Services and Disposal Site Fees- Community	\$366.09	
	Water Services and Disposal Site Fees- Utilities,	\$224.00	
	Water Services and Disposal Site Fees- Community	\$52.54	
	Water Services and Disposal Site Fees- Utilities,	\$3,157.78	
	Water Services and Disposal Site Fees- Community	\$740.71	
	Water Services and Disposal Site Fees- Utilities,	\$2,883.47	
	Water Services and Disposal Site Fees- Community	\$676.37	
	Water Services and Disposal Site Fees- Utilities,	\$104.23	
	Water Services and Disposal Site Fees- Community	\$24.45	
	Water Services and Disposal Site Fees- Utilities,	\$120.75	
	Water Services and Disposal Site Fees- Community	\$28.32	
	Water Services and Disposal Site Fees- Utilities,	\$268.72	
	Water Services and Disposal Site Fees- Community	\$63.03	
	Water Services and Disposal Site Fees- Utilities,	\$1,300.74	
	Water Services and Disposal Site Fees- Community	\$305.11	
		\$28,639.48	CT 25055483
James Colon	Open Mileage 2.3-27.25	\$186.20	
		\$186.20	CT 25055484
Courtyard by Marriott Irvine Spectrum	REF M-UMVE8WD 4.10-11.25 DIAZ Lodging	\$4,581.75	
		\$4,581.75	CT 25055485
Alicia Delgadillo	Open Mileage 2.3-19.25	\$106.68	
		\$106.68	CT 25055486
Dee Dee Escalante-Ramirez	Open Mileage 2.19.25	\$3.22	
	Open Mileage 2.19.25	\$0.00	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Dee Dee Escalante-Ramirez	Open Mileage 2.19.25	\$0.00	
		\$3.22	CT 25055487
Porfirio Garcia Diaz	Reimburse Prepaid expenses Reg, Air Fare, Lodging	\$1,554.44	
	Reimburse Prepaid expenses Reg, Air Fare, Lodging	\$0.00	
		\$1,554.44	CT 25055488
James Guzman	Open Mileage 2.3-27.25	\$13.16	
		\$13.16	CT 25055489
Jeene Khaykham	PREPAY OUT OF POCKET 80%	\$160.80	
		\$160.80	CT 25055490
Thomas Lamica	ACCCA Conf. Monterey, CA	\$480.16	
	Dual Enrollment conf. Sacramento, CA	\$524.40	
		\$1,004.56	CT 25055491
Veronica Leon	Open Mileage 2.3-28.25	\$90.58	
		\$90.58	CT 25055492
Remington Los	Open Mileage 2.4-27.25	\$145.74	
		\$145.74	CT 25055493
Luis Martinez Polanco	Prof Dev San Diego, CA	\$733.34	
		\$733.34	CT 25055494
Janet McGee	Open Mileage 2.18.25	\$32.55	
	Open Mileage 2.6,13.25	\$0.00	
	Open Mileage 2.6,13.25	\$8.89	
		\$41.44	CT 25055495
MeetingWise LLC	CISOA 2025 CONF REG ORTIZ, XAVIER	\$595.00	
		\$595.00	CT 25055496
Geraldine Montoya	Open Mileage 2.3-12.25	\$101.92	
		\$101.92	CT 25055497
Christina Nunez	REIMBURSE PREPAY REGISTRATION	\$499.00	
		\$499.00	CT 25055498
Keilani Orca	Open Mileage 1.16,23.25 2.12,19.25	\$44.66	
		\$44.66	CT 25055499
Kenneth Ostini	Open Mileage 2.11,15,18,20.25	\$96.60	
		\$96.60	CT 25055500
Trevor Passage	Open Mileage 2.3-26.25	\$0.00	
	Open Mileage 2.3-26.25	\$123.97	
		\$123.97	CT 25055501
Andria Perdue-Keiser	PERPAY OUT OF POCKET 3.18-21.25	\$439.04	
		\$439.04	CT 25055502
Diana Perez	Open Mileage 2.12,18.25	\$59.50	
		\$59.50	CT 25055503
Kathleen Perez Santos	Open Mileage 2.3-26.25	\$203.28	

16-5
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$203.28	CT 25055504
Julia Raybould-Rodgers	REIMBURSE REG PREPAY	\$499.00	
		\$499.00	CT 25055505
Stephanie Robb	PREPAY MEALS 3.13-19.24	\$2,860.00	
		\$2,860.00	CT 25055506
	PREPAY OUT OF POCKET 3.13-19.25	\$674.06	
		\$674.06	CT 25055507
Cesar Ruiz	Open Mileage 2.4-27.25	\$96.04	
		\$96.04	CT 25055508
Oyuki Santiago	PREPAY OUT OF POCKET 3.18-21.25	\$439.04	
		\$439.04	CT 25055509
Victoria Shifflett	Open Mileage 2.03.25	\$38.08	
		\$38.08	CT 25055510
Vickey Smith	PREPAY Lodging only 3.14-15.25	\$212.06	
		\$212.06	CT 25055511
Julia Sokolovska	Duel Enrollment Sacramento, CA	\$1,354.28	
		\$1,354.28	CT 25055512
Southern California Gas Co	Natural Gas Supply 7/01/2024 - 6/30/2025	\$5,725.51	
	Natural Gas Supply 7/01/2024 - 6/30/2025	\$1,172.69	
		\$6,898.20	CT 25055513
Anabel Suarez Guzman	Open Mileage 2.12.25	\$35.42	
	Open Mileage 2.12,26.25	\$75.74	
		\$111.16	CT 25055514
The RP Group	CONF LPNPGSMFBXW BERNARDO	\$815.00	
		\$815.00	CT 25055515
	CONF WWN5MCJGKJXAREVALO	\$815.00	
		\$815.00	CT 25055516
	CONF 8YNTMP64G65 BIELY, ERICA Reg	\$815.00	
		\$815.00	CT 25055517
	CONF 78NRQ7HX55X GARDNER, CHRISTIAN Reg	\$815.00	
		\$815.00	CT 25055518
	CONF 8DNS7T53B36 BACH, CRAIG Reg	\$635.00	
		\$635.00	CT 25055519
	CONF B4NX3B94KPC CORTEZ, ARMANDO Reg	\$635.00	
		\$635.00	CT 25055520
Jan Walters	PREPAY MEALS 80%	\$240.80	
		\$240.80	CT 25055521
Kevin Walthers	ACCCA Annual Conf. Monterey, CA	\$272.88	

16-6
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$272.88	CT 25055522
Jeremy Wirth	2.18.25 Open Mileage	\$35.28	
		\$35.28	CT 25055523
ACTLA	ACTLA 2025 Conference: Zoom Events Registration.	\$275.00	
		\$275.00	CT 25055524
AHC Foundation	FY 2024 -25 Foundation Adv Salary Reimbursement	\$8,195.83	
		\$8,195.83	CT 25055525
Brian Alexander	Steinway B and Yamaha C5 piano repair services	\$750.00	
		\$750.00	CT 25055526
Alpha Fire Corporation	Annual fire Sprinkler Inspection - Building 1,	(\$175.00)	
	Additional Risers - Building 1 - Annual Inspection	(\$150.00)	
	Annual Fire Sprinkler Inspection - Building 2	(\$200.00)	
	Annual Fire Sprinkler Inspection - Childrens Bldg	\$500.00	
	Compliance Engine Fees	\$25.00	
	Annual fire Sprinkler Inspection - Building 1,	\$300.00	
	Additional Risers - Building 1 - Annual Inspection	\$150.00	
	Annual Fire Sprinkler Inspection - Building 2	\$300.00	
	Annual Fire Sprinkler Inspection - Building 3	\$300.00	
	Annual Fire Sprinkler Inspection - Building 4	\$300.00	
	Additional Risers - Building 4 - Annual Inspection	\$150.00	
	Annual Fire Sprinkler Inspection - Building 5	\$300.00	
		\$1,800.00	CT 25055527
Amazon	Instructional Supplies 1-16-25 to 5-30-25	\$435.82	
	Instructional Supplies 7/1/2024 - 5/31/2025	\$85.18	
	Hygiene and Wellness Supplies for Students	\$114.00	
	Hygiene and Wellness Supplies for Students	\$1,241.93	
	Operational Supplies - Children's Center,	\$103.66	
	Operational Supplies - Children's Center,	\$171.70	
	Operational Supplies - Children's Center,	\$713.96	
	Instructional Supplies for MESA/STEM,	\$157.32	
	Instructional Supplies: 12/16/24 - 5/30/25	(\$143.78)	
	Instructional Supplies: 12/16/24 - 5/30/25	\$143.78	
	VEVOR Electric Space Heater	\$1,576.50	
	Graco FieldLazer S100 - Walk-Behind Airless Field	\$4,348.91	
	Instructional supplies Oct 17, 2024 - May 30, 2025	\$43.48	
	Instructional supplies Oct 17, 2024 - May 30, 2025	\$130.44	
	Instructional Supplies 7/1/2024 - 5/31/2025	(\$48.93)	
	FOOD SUPPLIES FOR WELLNESS PROGRAM	\$142.65	
	Instructional Supplies Valid 9-18-24 to 5-30-25	\$33.72	
	Instructional Supplies for CA	\$56.53	
	Instructional Supplies for CA	\$65.33	
	Instructional Supplies for the EMS Academy,	\$20.61	
	Instructional Supplies for Paramedic Academy	\$152.24	
	Operational-Office Supplies 12-10-25 to 05-30-25	\$59.36	
	Physics Instructional Supplies: Jan 15, 2025 to	\$9.78	
	Physics Instructional Supplies: Jan 15, 2025 to	\$128.66	
	Instructional Supplies 1-16-25 to 5-30-25	\$87.21	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Amazon	FASN Instructional Supplies, 2-19-25 to 5-30-25	\$367.59	
	FASN Instructional Supplies, 2-19-25 to 5-30-25	\$1,410.10	
	BOOKS FOR LIBRARY	\$527.49	
	OFFICE-OPERATIONAL SUPPLIES 07-02-24 TO 05-30-25	\$23.75	
	LE INSTRUCTIONAL SUPPLIES: 07-02-24 TO 05-30-25	\$42.37	
	Operational Supplies - Children's Center,	\$345.19	
	Office Supplies: 07-01-24 to 05-30-25.	\$126.03	
	Office Supplies: 07-01-24 to 05-30-25.	\$591.75	
	Food for Children's Center: 2/04/25 to 6/30/25	\$447.00	
	\$13,711.33		CT 25055528
Amazon Web Services, Inc	Amazon Web Services (AWS),	\$6,868.11	
		\$6,868.11	CT 25055529
American Business Machines	Wide Format Supplies, Staples	\$311.03	
	Wide Format Supplies, Staples	\$369.75	
		\$680.78	CT 25055530
American General Media Inc.	30-Second Ad Spring 2025 Registration	\$325.00	
	30-Second Ad Spring 2025 Registration	\$325.00	
		\$650.00	CT 25055531
American Star Tours, Inc.	Bus Service Cancelled - AHC Softball 2.22.2025	\$250.00	
	Bus Service - AHC Softball 2.25.2025	\$1,615.00	
	Bus Service - AHC baseball - 2.18.2025	\$2,540.00	
	Bus Service - AHC Baseball - 2.27.2025	\$3,865.00	
		\$8,270.00	CT 25055532
B & B Steel & Supply	Instructional Supplies, 01.02.25-05.30.25	\$8,248.42	
		\$8,248.42	CT 25055533
Blackhawk Network, Inc	Amazon Gift Cards, Product ID #95010256 FAID #3219	\$500.00	
	Shipping - UPS Ground	\$13.90	
		\$513.90	CT 25055534
Boldyn Networks Higher Ed LLC	AWS Cloud Migration Consulting & Support Services	\$5,162.25	
		\$5,162.25	CT 25055535
Bowls On The Go	Food Truck Catering for Second Annual Transfer	\$2,202.19	
		\$2,202.19	CT 25055536
Bremer Auto Parts	Parts for Truck Driving Program	\$72.83	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$14.12	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$23.35	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$95.92	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$557.24	
	Operational Supplies for EMS Academy	\$87.94	
		\$851.40	CT 25055537
Ca Schools Dental Coalition	dental insurance premiums for March 2025	\$65,927.00	
		\$65,927.00	CT 25055538
California Department Of Justice	Fingerprinting/Background Fees per Invoice #	\$884.00	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$884.00	CT 25055539
California Department Of Justice	Fingerprinting/Background Fees per Invoice #	\$1,942.00	
		\$1,942.00	CT 25055540
CalSoft Water	Reverse Osmosis for Buildings: J,K,M,N,CBC,S2,R2	\$55.90	
		\$55.90	CT 25055541
Capitol Advisors Group LLC	Legislative Consulting and Advocacy Services for	\$2,000.00	
		\$2,000.00	CT 25055542
Carr's Boot Shop	Safety boots for employees: 7-01-24 to 6-30-25	\$250.00	
	Safety boots for employees: 7-01-24 to 6-30-25	\$215.31	
	Safety boots for employees: 7-01-24 to 6-30-25	\$138.65	
		\$603.96	CT 25055543
ChargePoint Inc	Electric Vehicle Charging Station Software/Support	\$15,210.00	
		\$15,210.00	CT 25055544
Culligan Of Lompoc	Monthly rental for 7 mixed bed ID tanks	\$35.24	
	Filter exchange for Culligan tanks	\$100.00	
		\$135.24	CT 25055545
Culligan/Central Coast Water Treatment	Bottled Water Delivery, 7-01-24 thru 6-30-25	\$32.40	
	Stand Rentals (hot and cold) 7-01-24 thru 6-30-25	\$11.00	
		\$43.40	CT 25055546
	Bottled Water Delivery, 7-01-24 thru 6-30-25	\$47.90	
	Stand Rentals (hot and cold) 7-01-24 thru 6-30-25	\$11.00	
		\$58.90	CT 25055547
	Bottled Water Delivery Service 7-1-24 thru 6-30-25	\$28.72	
		\$28.72	CT 25055548
	CAMPUS GRAPHICS DRINKING WATER DELIVERY	\$13.50	
	FUEL SURCHARGE	\$1.32	
	HOT COLD WATER STAND RENTAL	\$11.00	
		\$25.82	CT 25055549
Maria D'Atri	Reimbursement for instructional supplies for	\$209.94	
		\$209.94	CT 25055550
DiaMedical USA Equipment LLC	Health Pregnancy Wheel and Ovu Calendar	\$81.51	
	Alaris Pump Infusion Ports	\$2,390.33	
	Alaris Secondary Admin Set 36inch	\$534.10	
	VATA Right Angle Huber Needle	\$532.88	
	Demo Dose Code Drug Set #2	\$199.78	
	Demo Dose Dexamethasn Sodim Phospht 5ml Vial	\$58.51	
	Demo Dose Furosemid Lasx 10mg/ml	\$91.13	
	Shipping	\$478.76	
		\$4,367.00	CT 25055551
Norman S Wright Duckworth	Controller supplies - Cont. Board Mt-3 Bacnet	\$1,824.83	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Norman S Wright Duckworth	Frieght	\$30.00	
		\$1,854.83	CT 25055552
Eyemed Vision Care	vision premiums Retiree COBRA MAR 2025	\$714.51	
	vision premiums Active employees MAR 2025	\$4,134.04	
		\$4,848.55	CT 25055553
Far Western Tavern, Inc.	Room Deposit Fee for 2025 Planning Retreat on	\$500.00	
	Screen, projector, microphone, and podium rental	\$200.00	
	1 hour additional labor for per 1 staff member (2	\$522.00	
	Continental breakfast, pastry platters, fresh	\$1,148.40	
	Santa Maria Style Buffet lunch	\$4,306.50	
	Coffee, Ice Tea, Water station all day 100 guests	\$217.50	
	20% Gratuity	\$1,170.53	
		\$8,064.93	CT 25055554
Flashbay Inc	16GB Active Pearl Silver USB-C (USB2.0) -	\$726.45	
	Shipping	\$14.75	
	Shipping	\$14.75	
	16GB Active Pearl Silver USB-C (USB2.0) -	\$726.45	
		\$1,482.40	CT 25055555
Myrna Flores	Reimbursement for food supplies for meeting/	\$177.12	
		\$177.12	CT 25055556
Follett Heg - Ahc Bookstore	Instructional Supplies 12.01.2024 thru 5.30.2025	\$219.95	
		\$219.95	CT 25055557
Foodbank Of Santa Barbara County	Food for Foodshare and Basic Needs Food Pantry for	\$169.49	
		\$169.49	CT 25055558
Ginasol Inc	Keynote Speaker for DEIA Summit, 2/07/25. Invoice	\$13,700.00	
		\$13,700.00	CT 25055559
Catarina Gonzalez	Keynote Speaker for DEIA Summit, 2/07/25. Invoice	\$1,200.00	
		\$1,200.00	CT 25055560
GotSafety, LLC	Annual Technology Package - Diamond: 7/01/24 -	\$1,160.00	
		\$1,160.00	CT 25055561
Graduate Communications	Career Education Digital Marketing Campaign, SOW	\$22,100.00	
	Career Education Digital Marketing Campaign, SOW	\$0.00	
	Career Education Digital Marketing Campaign, SOW	\$11,100.00	
	Career Education Digital Marketing Campaign, SOW	\$20,000.00	
	Career Education Digital Marketing Campaign, SOW	\$60,700.00	
	Career Education Digital Marketing Campaign, SOW	\$0.00	
	Career Education Digital Marketing Campaign, SOW	\$0.00	
	Career Education Digital Marketing Campaign, SOW	\$0.00	
		\$113,900.00	CT 25055562
Grainger Inc.	Halligan Bar, Carbon Steel, 2.5'L	\$545.08	
		\$545.08	CT 25055563
Hardy Diagnostics	Biology Lab Supplies: 07-01-24 thru 05-31-25	\$50.58	
	Science Lab Supplies July 1, 2024-May 30, 2025	\$99.43	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Hardy Diagnostics	Science Lab Supplies July 1, 2024-May 30, 2025	\$108.55	
	Petri Dishes, Large Mueller Hinton	\$70.21	
	Petri Dish, No stacking Ring, Mono Plate	\$149.94	
	Misc Shipping Charge	\$14.00	
		\$492.71	CT 25055564
Joe Hernandez	Cultivating the Soil: Supporting Formerly	\$2,500.00	
		\$2,500.00	CT 25055565
Home Depot	Instructional Supplies for Fire Academy	\$57.43	
	Supplies for Bio Labs: 07/01/24 - 05/30/25	\$36.57	
	Instructional Supplies for EMS Academy	\$36.69	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	(\$79.14)	
	Instructional Supplies for Fire Academy	\$49.50	
	Maintenance Supplies - LVC , 7-1-24 thru 5-30-25	\$19.73	
	Maintenance Supplies - LVC , 7-1-24 thru 5-30-25	\$122.83	
	Grounds Supplies per Invoice # 5533248	\$22.77	
	Grounds Supplies per Invoice # 515629	\$44.35	
	Maintenance supplies per Invoice # 5521148	\$165.63	
	Maintenance supplies per Invoice # 8035599	\$49.30	
	Maintenance supplies per Invoice # 8013858	\$49.58	
	Maintenance supplies per Invoice # 8022058	\$70.20	
	Maintenance supplies per Invoice # 7534545	\$73.48	
	Maintenance supplies per Invoice # 541194	\$83.19	
	Maintenance supplies per Invoice # 1534081	\$193.48	
	Maintenance supplies per Invoice # 4032855	\$217.48	
	Instructional Supplies for Fire Academy	\$9.54	
	Instructional Supplies for EMS Academy	\$27.50	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$10.01	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$17.73	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$48.25	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$52.09	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$55.90	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$60.80	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$66.23	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$69.53	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$71.54	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$72.00	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$88.02	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$90.46	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$106.26	
	Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$114.04	
Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$120.13		
Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$142.70		
Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$233.92		
Maintenance Supplies - SM, 7-1-24 thru 5-31-25	\$302.29		
		\$2,972.01	CT 25055566
House Sanitary Supply, Inc.	DG-BPF-40L GLV Nitrile P/F 4 mil Large Blue per	\$1,098.81	
	DG-BPF-40M GLV Nitrile P/F 4 mil Medium Blue	\$1,098.85	
	Transportation	\$7.95	

16-11
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$2,205.61	CT 25055567
Ips Group Inc	Monthly Secure Gateway Wireless Data Fee for Multi	\$522.06	
		\$522.06	CT 25055568
J B Dewar	Fuel for AHC Community Ed. Truck Driving Class,	\$235.70	
		\$235.70	CT 25055569
Knn Public Finance Llc	MA fee related to the preparation and filing MA Expenses (Cal Muni Report) Related to the	\$5,000.00 \$475.00	
		\$5,475.00	CT 25055570
Liebert Cassidy Whitmore	Professional Legal Services: 7/01/24 - 6/28/25	\$466.00	
		\$466.00	CT 25055571
Linde Gas & Equipment Inc.	Instructional Supplies 02/07/25 - 05/30/25	\$1,456.81	
		\$1,456.81	CT 25055572
Live Action Safety	Laerdal Suction Unit (LSU) Replacement Battery - Shipping	\$94.88 \$23.42	
		\$118.30	CT 25055573
Joseph Medina	Food Truck Catering for Second Annual Transfer	\$2,349.00	
		\$2,349.00	CT 25055574
Metropolitan Life Insurance Co	INSURANCE PREMIUMS FEB 2025	\$7,170.06	
		\$7,170.06	CT 25055575
Modern Campus	Omni CMS Emergency Alerts License- LOUA000:	\$3,472.88	
		\$3,472.88	CT 25055576
NAEMT	10th Edition Provider Course Fee	\$135.00	
		\$135.00	CT 25055577
Nicks Telecom	Labor to install time out timers for main power Travel Charge Charge Guard Time Out Timer Rhapsody Relay 250 amp, 12V continuous duty relay Fuse holder Labor to install time out timers for main power Travel Charge Charger guard time out timer Rhapsody Relay 250 Amp, 12V continuous duty relay Fuse holder	\$560.00 \$125.00 \$556.80 \$104.40 \$22.84 \$560.00 \$125.00 \$556.80 \$69.60 \$22.84	
		\$2,703.28	CT 25055578
Niles Biological	Science Lab Supplies July 1, 2024-May 30, 2025 Supplies for Biology Labs: 07-01-24 thru 05-30-25 Supplies for Biology Labs: 07-01-24 thru 05-30-25	\$88.93 \$48.18 \$72.77	
		\$209.88	CT 25055579
ODP Business Solutions LLC	Office Operational Supplies 7/1/24 to 5/30/25 Office Operational Supplies 7/1/24 to 5/30/25 Office & Operational Supplies for Office & Operational Supplies for Office & Operational Supplies for	\$90.26 \$22.24 \$26.07 \$763.87 \$27.50	

16-12
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$929.94	CT 25055580
Pearson Education	Future 2ed Level 1 Student Book Item#9780137586370	\$3,912.39	
	Future 2ed Level 2 Student Book Future 2	\$6,553.25	
	Future 2ed Intro Teachers Edition	\$159.39	
	Future 2ed 2 Teachers Edition	\$79.69	
	Future 2ed 3 Teachers Edition	\$119.54	
	Future 2ed 1 Teachers Edition	\$39.85	
	Future 2ed 4 Teachers Edition	\$79.69	
	Freight	\$831.04	
		\$11,774.84	CT 25055581
Pocket Nurse Enterprises LLC	Hamper PVC Single Bag with Lid	\$857.94	
	Shipping & Handling	\$119.60	
	Stethoscope Teaching Classic	\$302.11	
	BP Cuff	\$65.54	
	BP Monitor Digital Wrist	\$117.79	
	Thermometer Tempa Dot Sterile	\$115.91	
	Probe Covers for SureTemp Plus	\$18.21	
	Glove Box Holder White Wire	\$108.25	
	Gait Belt Wipeable Vinyl	\$95.00	
	Shipping & Handling	\$21.75	
		\$1,822.10	CT 25055582
Point Of Action	Port Authority Long Sleeve Core Classic Pique Polo	\$259.17	
	Port Authority Long Sleeve Core Classic Pique Polo	\$539.95	
	Port Authority Long Sleeve Core Classic Pique Polo	\$323.97	
	Port Authority Long Sleeve Core Classic Pique Polo	\$188.01	
	Port Authority Long Sleeve Core Classic Pique Polo	\$136.54	
	Set up	\$14.99	
		\$1,462.63	CT 25055583
Premier Water Management, LLC	Monthly Water Treatment, Lompoc Campus	\$246.20	
	Monthly Water Treatment, Santa Maria Campus	\$197.90	
		\$444.10	CT 25055584
Prieto LLC	Keynote Speaker and Workshop Lead for Undocumented	\$6,000.00	
		\$6,000.00	CT 25055585
Alina Romo	Reimbursement for registration fees, 2/13/25.	\$80.00	
		\$80.00	CT 25055586
Gustavo Sanchez-Lozada	Keynote Speaker for DEIA Summit, 2/07/25. Invoice	\$1,200.00	
		\$1,200.00	CT 25055587
Santa Barbara Co Dept Of Social Svc	WRC Lease Operating Costs 3-1-25 to 6-30-25	\$1,338.09	
	WRC Lease Operating Costs 7-1-24 to 2-28-25	\$1,027.04	
		\$2,365.13	CT 25055588
Santa Maria Times	Monthly Online Big Ad July 2024-June 2025	\$1,000.00	
		\$1,000.00	CT 25055589
Santa Maria Valley Discovery	2025 KITE FESTIVAL SPONSORSHIP	\$1,000.00	

16-13
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Museum		\$1,000.00	CT 25055590
Siemens Industry Inc	The Contractor Shall Furnish all Labor, Materials,	\$59,244.90	
		\$59,244.90	CT 25055591
SISC III	INSURANCE PREMIUMS MAR 2025	\$570,674.00	
		\$570,674.00	CT 25055592
SiteOne Landscape Supply, LLC	Grounds and landscaping supplies - 2.28.2025 thru	\$246.25	
		\$246.25	CT 25055593
SLO Pest And Termite	Pest Control Services, 07-01-24 thru 06-30-25	\$120.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$80.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$80.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$85.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$85.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$110.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$110.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$125.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$125.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$85.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$150.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$80.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$125.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$110.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$125.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$75.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$85.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$110.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$80.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$120.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$120.00	
	Pest Control Services, 07-01-24 thru 06-30-25	\$120.00	
		\$2,755.00	CT 25055594
Smith Mechanical-Electrical-Plumbing Inc	Bldgs. N Boiler Maintenance Semi-Annual per	\$4,611.00	
		\$4,611.00	CT 25055595
St. Joseph High School	PROGRAM AD - MATILDA	\$600.00	
		\$600.00	CT 25055596
StoneWater Training	15 Introduction to Personal Mastery Online Courses	\$1,199.25	
		\$1,199.25	CT 25055597
Streator Pipe & Supply	Galvanized 2" union. Invoice #S1790614.001.	\$39.05	

16-14
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Streator Pipe & Supply	Blue Monster Drain Banger Header O ring kit. Invoice #S1793079.001.	\$17.95	CT 25055598
		\$141.38	
		\$198.38	
Sysco Food Services Of Ventura	Food Supplies Children's Center, 1-1-25 to 6-30-25	\$1,605.49	CT 25055599
		\$1,605.49	
Testa Catering	Coffee & Tea Services for Transfer Student Summit Operations Fee	\$179.44	CT 25055600
		\$17.94	
		\$197.38	
Texas Life Insurance Co.	INSURANCE PREMIUMS FEB 2025	\$14,037.01	CT 25055601
		\$14,037.01	
The Berry Man Inc	Food purchases for Culinary Arts,	\$126.65	CT 25055602
		\$126.65	
The Webstaurant Store Inc	I.D. Systems 67 Tall Fashion Grey Mobile Storage Shipping and Handling	\$1,891.16	CT 25055603
		\$509.62	
		\$2,400.78	
Tropics	Aquarium Maintenance Service (2 visits/month):	\$350.00	CT 25055604
		\$350.00	
Uline Inc	Magnetic Porcelain Dry Erase Board - 8 x 4' Shipping and Handling	\$1,261.50	CT 25055605
		\$91.46	
		\$1,352.96	
United Site Services Of California Inc	Services - 3 Portable Toilets, 7-1-24 thru 6-30-25	\$627.00	CT 25055606
		\$627.00	
US Bank Corporate Payment System	Feb 25, 2025 US BANK STMT	\$35,970.33	CT 25055607
		\$35,970.33	
Oscar Velasco-Vargas	Workshop Presentation for DEIA Summit, 2/07/25.	\$750.00	CT 25055608
		\$750.00	
Vital Records Control	District Document Destruction Invoice #4704610	\$771.56	CT 25055609
		\$771.56	
VTC Enterprises	Collection of Recycling Paper on Main Campus,	\$800.00	CT 25055610
		\$800.00	
WestEd	Virtual Training: Beginning Together 2025	\$300.00	CT 25055611
		\$300.00	
Kacie Wills	Reimbursement for registration fees, 2/13/25.	\$60.00	CT 25055612
		\$60.00	
Harrison Clarke	Manual Refund Submitted	\$2.00	CT 25055613
		\$2.00	
Ana Contreras	Manual Refund Submitted	\$500.00	

16-15
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$500.00	CT 25055614
Miguel Coronado	Manual Refund Submitted	\$2,705.00	
		\$2,705.00	CT 25055615
Ramanjeet Kaur	Manual Refund Submitted	\$138.00	
		\$138.00	CT 25055616
Paulino Sanchez Luis	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055617
Braulio Angeles	Open Mileage 2.3-28.25	\$26.60	
		\$26.60	CT 25055618
David Azpeitia	Open Mileage 2.2-23.25	\$51.52	
		\$51.52	CT 25055619
Janeal Blue	LCW Employment Conf. San Diego, CA	\$524.63	
	Open Mileage 7.1,16 8.13 9.3 2.6 2.18	\$179.04	
		\$703.67	CT 25055620
Gregory Byard	PREPAY OUT OF POCKET 3.25-30.25	\$992.00	
		\$992.00	CT 25055621
Martin Castillo	Open Mileage 2.3-28.25	\$185.78	
		\$185.78	CT 25055622
City of Lompoc	Waste Disposal-Sewer Fees 7.1.2024 - 6.30.2025	\$619.80	
	Water Services 7.1.2024 - 6.30.2025	\$4,535.67	
		\$5,155.47	CT 25055623
	Waste Disposal-Sewer Fees 7.1.2024 - 6.30.2025	\$1,763.06	
		\$1,763.06	CT 25055624
Community College Assn Of Mesa Directors	E1152 REED, CHRISTINE REG	\$695.00	
		\$695.00	CT 25055625
Constellation Newenergy Inc	Electricity Services 7.1.2024 - 6.30.2025	\$35,815.02	
	Electricity Services 7.1.2024 - 6.30.2025	\$6,320.30	
		\$42,135.32	CT 25055626
	Electricity Services 7.1.2024 - 6.30.2025	\$32.45	
	Electricity Services 7.1.2024 - 6.30.2025	\$5.73	
		\$38.18	CT 25055627
Cynthia Diaz	Puente Coordinator Training San Diego, CA	\$273.57	
		\$273.57	CT 25055628
Digital West Networks, Inc	Telephone Service 7/1/2024 - 6/30/2025	\$4,194.84	
	Telephone Service 7/1/2024 - 6/30/2025	\$1,582.78	
	Telephone Service 7/1/2024 - 6/30/2025	\$1,444.40	
		\$7,222.02	CT 25055629
	Internet Service 7/1/2024 - 6/30/2025	\$145.00	
		\$145.00	CT 25055630

16-16
Allan Hancock College
Warrant Register
 Check Dates from 3/1/2025 to 3/31/2025
 Bank Code: CT

Vendor Name	Description	Amount	Warrant
Doaa Elkhatib	Open Mileage 2.3-26.25	\$16.94	
		\$16.94	CT 25055631
Enterprise Rent-A-Car	COMMODITY FROM GEN. ACCTG. ENC.	\$210.88	
		\$210.88	CT 25055632
Alicia Fox	Biology Conf. Atlanta, GA	\$2,832.92	
		\$2,832.92	CT 25055633
Susana Garcia	Open Mileage 2.2-21.25	\$94.78	
		\$94.78	CT 25055634
Hampton Inn & Suites by Hilton Seal Beach	00285 HANCOCK COLLEGE 3.27.25 Lodging	\$2,342.63	
		\$2,342.63	CT 25055635
Jennifer Jozwiak	NOSS Conf. New Orleans	\$430.24	
		\$430.24	CT 25055636
Unique Martinez	Open Mileage 2.2-27.25	\$84.98	
		\$84.98	CT 25055637
Dorine Mathieu	PREPAY MEALS 3.27-28.25 EULLOQUI	\$1,584.00	
		\$1,584.00	CT 25055638
Priscilla Morales	Open Mileage 2.4-28.25	\$111.58	
		\$111.58	CT 25055639
Apolinar Morales Pozos	2.11.25	\$47.60	
		\$47.60	CT 25055640
Pacific Gas & Electric Company	Electricity Services 7.1.2024- 6.30.2025	\$45.65	
	Electricity Services 7/1/2024 - 6/30/2025	\$12.13	
		\$57.78	CT 25055641
	Electricity Services 7.1.2024- 6.30.2025	\$86.12	
	Electricity Services 7/1/2024 - 6/30/2025	\$22.89	
		\$109.01	CT 25055642
	Electricity Services 7.1.2024- 6.30.2025	\$46.58	
	Electricity Services 7/1/2024 - 6/30/2025	\$12.38	
		\$58.96	CT 25055643
	Electricity Services 7.1.2024- 6.30.2025	\$3,026.13	
	Electricity Services 7/1/2024 - 6/30/2025	\$804.42	
		\$3,830.55	CT 25055644
	Electricity Services 7.1.2024- 6.30.2025	\$463.75	
	Electricity Services 7/1/2024 - 6/30/2025	\$123.28	
		\$587.03	CT 25055645
Kenneth Perez	Open Mileage 2.6,11,25.25	\$0.00	
	Open Mileage 2.6,11,25.25	\$0.00	
	Open Mileage 2.6,11,25.25	\$81.62	

16-17
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$81.62	CT 25055646
Julia Raybould-Rodgers	Academic Academy San Diego, CA	\$300.92	
		\$300.92	CT 25055647
Christine Reed	PREPAY MEALS 3.17-18.25 Reed	\$1,152.00	
		\$1,152.00	CT 25055648
Keli Seyfert	Open Mileage 2.18,26.25	\$62.30	
		\$62.30	CT 25055649
T-Mobile USA Inc	UNLIMITED MOBILE INTERNET HOT SPOTS	\$2,906.34	
		\$2,906.34	CT 25055650
Joseph Tilley	Open Mileage 8.19-12.02.25	\$474.63	
		\$474.63	CT 25055651
Verizon Select Svc Inc	Long Distance and Toll Free Service Charges	\$10.56	
		\$10.56	CT 25055652
4imprint Inc.	Serged Closed-Back Table Throw - 6', Item #2212.	\$3,751.88	
	Freight	\$344.52	
	Supplies for Various Outreach Events,	\$1,753.91	
		\$5,850.31	CT 25055653
Accurate First Aid Services	Supplies for medicine kits at LVC	\$418.57	
		\$418.57	CT 25055654
Acquia Inc	Monsido Standard Package - 10,000 pages	\$7,330.00	
		\$7,330.00	CT 25055655
Sonia Aguirre	Reimbursement For Instructional Supplies	\$300.99	
	Reimbursement For Instructional Supplies	\$134.18	
		\$435.17	CT 25055656
AHC - Part-Time Faculty Association	Part-Time Faculty Reimbursement Per Article 11.7	\$2,553.56	
		\$2,553.56	CT 25055657
AHC Auxiliary Programs Corporation	General Fund Allocation to PCPA	\$501,553.15	
		\$501,553.15	CT 25055658
Amazon	Chemistry Lab Supplies: 7/01/24 - 5/30/25	\$342.35	
	Drama Instructional Supplies 10/22/2024-5/30/2025	\$113.68	
	Instructional Supplies 12.01.2024 thru 5.30.2025	\$7.71	
	Instructional Supplies 12.01.2024 thru 5.30.2025	\$108.74	
	Machining Instructional Supplies,	\$84.18	
	Machining Instructional Supplies,	\$103.25	
	Machining Instructional Supplies,	\$358.49	
	Public Safety EMS Operational Supplies	\$1,179.36	
	Public Safety EMS Operational Supplies	\$2,706.36	
	Wengik 6 Pack Plastic Basket 10.24 x 6.5 x 2.36 in	\$97.80	
	Shipping	\$0.00	
	FOOD SUPPLIES FOR WELLNESS PROGRAM,	\$145.72	
	Anti-fog wipes for goggles, box of 200	\$695.60	

16-18
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Amazon	ECSN FASN Instructional Supplies,	\$66.52	
	FASN Instructional Supplies, 2-19-25 to 5-30-25	\$95.16	
	INSTRUCTIONAL SUPPLIES 07-02-24 TO 05-30-25	\$35.88	
	Office Supplies 7/02/24 - 5/30/25	\$19.71	
	Office Supplies 7/02/24 - 5/30/25	\$70.26	
	Operational Supplies:	\$90.23	
	OFFICE/OPERATIONAL SUPPLIES: 7/30/24 - 5/31/25	\$27.17	
	Martin Yale 400 Single Bin Desktop Paper Jogger	\$733.50	
	Instructional Supplies 7/1/2024 - 5/31/2025	\$81.14	
	Office Operational Supplies from 7/1/24 to 5/30/25	\$449.93	
	Vent Stack Filter, ABS, Black,	\$264.00	
	Hygiene and Wellness Supplies for Students	\$320.68	
	Hygiene and Wellness Supplies for Students	\$598.98	
	Instructional Supplies Valid 9-18-24 to 5-30-25	\$29.52	
	FASN Instructional Supplies, 2-19-25 to 5-30-25	\$1,009.52	
	Instructional Supplies for CA	\$40.73	
	Instructional Supplies for CA	\$139.69	
	Instructional Supplies for MESA/STEM,	\$213.31	
	Instructional Supplies for the Paramedic Academy,	\$130.04	
	INSTRUCTIONAL SUPPLIES 07-02-24 TO 05-30-25	\$47.96	
Instructional supplies Oct 17, 2024 - May 30, 2025	\$162.44		
FASN Instructional Supplies, 2-19-25 to 5-30-25	\$108.78		
	\$10,678.39		CT 25055659
Amerigas	Tank Rent- Minimum- 1150 GALLON TANK	\$221.82	
	Paper Invoice Fee-T	\$3.25	
	\$225.07		CT 25055660
Courtney Arensdorf	Independent Contractor Agreement to provide	\$1,250.00	
		\$1,250.00	CT 25055661
Stefanie Aye	Reimbursement for Lunch for Faculty PD at LVC on	\$418.76	
		\$418.76	CT 25055662
Aztec Software, LLC	GED Ready Official Practice Test,	\$405.00	
		\$405.00	CT 25055663
Boys & Girls Club of Mid Central Coast	TABLE SPONSORSHIP	\$2,500.00	
		\$2,500.00	CT 25055664
Bremer Auto Parts	Operational Supplies for Fire Academy	\$20.11	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$68.32	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$195.68	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$265.04	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$630.14	
	\$1,179.29		CT 25055665
Cal State Auto Parts	Supplies for Auto Parts 1.8.2025 to 5.30.2025	(\$9.79)	
	Supplies for Auto Parts 1.8.2025 to 5.30.2025	\$68.08	
	Supplies for Auto Parts 1.8.2025 to 5.30.2025	\$75.64	
	Supplies for Auto Parts 1.8.2025 to 5.30.2025	\$112.09	

16-19
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$246.02	CT 25055666
California Department of Industrial Relations	Inspection fee of conveyance #2 - 110230	\$225.00	
		\$225.00	CT 25055667
CalSoft Water	Calsoft Pro Reverse Osmosis System B 105	\$25.95	
	Calsoft Pro Reverse Osmosis System B 207	\$25.95	
		\$51.90	CT 25055668
Cardio Partners Inc	MAN-Prestan Monitor for the Professional Infant	\$41.33	
		\$41.33	CT 25055669
CDW Government Inc	PNY NVIDIA GeForce RTX 4060 Graphic Card,	\$11,904.08	
	Dell Latitude 5450 Laptops, CDW #7883104. Quote #	\$18,912.34	
	Recycling fee	\$56.00	
	Lenovo 100e Chromebook - Quote: 1CGGSZ5	\$6,402.11	
	Recycling Fee	\$80.00	
	Google Chrome Education Upgrade	\$879.90	
		\$38,234.43	CT 25055670
Centegix LLC	Catapult 2024 Renewal- WETIP001 WeTip Internet	\$1,265.15	
	WETIP003 We Tip Live 24/7/365 Phone Call Center	\$437.94	
		\$1,703.09	CT 25055671
City Motors Towing Inc	Transport wood chipper to LVC. Invoice #120389.	\$288.75	
	Transport Genie Boom Lift & Scissor Lift from SM	\$412.50	
	Transport Genie Boom Lift & Scissor Lift from LVC	\$412.50	
		\$1,113.75	CT 25055672
Rosa Cortes	Reimbursement for food for Cash for College,	\$23.36	
		\$23.36	CT 25055673
Culligan/Central Coast Water Treatment	Deionized Water for Bldg M	\$100.00	
		\$100.00	CT 25055674
Cyber Copy Inc	Online posting of bid documents for PSTC Restroom	\$35.50	
		\$35.50	CT 25055675
Demco Inc	LVC/LRC Operational Supplies: 8.09.24 - 5.31.25	\$139.22	
		\$139.22	CT 25055676
Department of General Services	Case Filing Services, Invoice #1608193	\$100.00	
	Legal Services Hours, Invoice #1621703	\$691.25	
	Legal Services Hours, Invoice #1616641	\$987.50	
		\$1,778.75	CT 25055677
Department Of Social Services	Orfalea Children's Center Annual License Fee: RO #	\$484.00	
	Orfalea Children's Center Annual License Fee: RO #	\$484.00	
		\$968.00	CT 25055678
Downs Government Affairs, LLC	Services for consortium project 7/1/2024-6/30/2025	\$2,000.00	
		\$2,000.00	CT 25055679
EKC Enterprises Inc	AAP 102 Black -	\$375.84	
	SMB 112 Two-gang, Black	\$763.43	

16-20
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
EKC Enterprises Inc	2 USB3.2 AF-BF on 10" Pgtls, B	\$719.31	
	USBC-HDMI F-F on Pigtail; Blac	\$5,072.10	
	AAP (1)HDMI F-F 10" PIGTAILS	\$541.79	
	HDMI Ultra/3 -3' (90 cm)	\$760.82	
	HDMI Ultra/6-6 (1.8 cm)	\$991.36	
	(1) USB-C Female to Male on Pigtail; Black	\$3,458.25	
	Freight Cost	\$150.00	
		\$12,832.90	CT 25055680
Facilities Planning And Consulting Services	Consulting and Planning Services for the Partial	\$3,200.00	
		\$3,200.00	CT 25055681
Fatte's Pizza of Santa Maria	Lunch Purchase for Student Services Presentation Delivery Charge	\$267.46	
		\$6.00	
		\$273.46	CT 25055682
Federal Express Corp	Mailings for Acct #1104-8488	\$19.84	
		\$19.84	CT 25055683
Ferguson Enterprises Inc	Plumbing Supplies - 12.5.2024 - 5.30.2024	\$18.10	
	Plumbing Supplies - 12.5.2024 - 5.30.2024	\$27.33	
	Plumbing Supplies - 12.5.2024 - 5.30.2024	\$27.36	
	Plumbing Supplies - 12.5.2024 - 5.30.2024	\$43.48	
	Plumbing Supplies - 12.5.2024 - 5.30.2024	\$129.41	
	Plumbing Supplies - 12.5.2024 - 5.30.2024	\$137.00	
		\$382.68	CT 25055684
Floor Connection, Inc	Furnish and install Mats Inc MetroSteel entry gate	\$608.00	
		\$608.00	CT 25055685
Follett Heg - Ahc Bookstore	Library Course Reserve Books (Textbooks) for	\$3,627.08	
		\$3,627.08	CT 25055686
Franchise Tax Board	Payroll Deductions payroll dated 03.10.25	\$424.54	
		\$424.54	CT 25055687
FS.COM Inc	J9151D HPE Aruba 10GBASE-LR SFP+	\$1,026.60	
		\$1,026.60	CT 25055688
Garvey Equipment Company	STIHL MS-462 R W/ 20" BAR CHAIN.	\$2,505.60	
		\$2,505.60	CT 25055689
Global CTI Group, Inc	Mitel Revolution SLED BNDL Licenses GCTI - Wraparound Support	\$21,141.00	
		\$4,825.00	
		\$25,966.00	CT 25055690
Global Industrial Equipment	Evacuation Stair Chair 400lbs, Part #B1529875, Shipping and Handling	\$3,923.70	
		\$86.89	
		\$4,010.59	CT 25055691
Grainger Inc.	Maintenance Supplies 3.6.2025 to 5.30.2025	\$60.16	
		\$112.30	
		\$182.18	

16-21
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$354.64	CT 25055692
Hardy Diagnostics	CaviWipes Disinfectant Towelettes, Part#: 131100, Misc Shipping Fee	\$179.70 \$14.00	
		\$193.70	CT 25055693
Hayward Lumber Inc	Hardware-Lumber Supplies, 07-01-24 thru 05-31-25 Hardware-Lumber Supplies, 07-01-24 thru 05-31-25	\$8.58 \$60.22	
		\$68.80	CT 25055694
Henry Schein Inc	Tape Zinc-Oxide "M" Tape, Item #3648036, Fanny Pack Item #1349602 Scissor Lister Bandage 7 Item #1003334 CPR Barrier Mask Item #1137639 Bandage Flexible Strip Item #1271287 M-Wrap Natural Item #3642102	\$141.07 \$156.63 \$124.84 \$33.67 \$1.78 \$25.13	
		\$483.12	CT 25055695
Home Depot	Instructional Supplies for Fire Academy Instructional Supplies for Fire Academy Department supplies from 7/01/24 - 5/30/25 Department supplies from 7/01/24 - 5/30/25 GE Top Freezer Refrigerator, Appliance Delivery Fee	\$33.64 \$44.91 \$28.10 \$90.18 \$1,355.02 \$31.54	
		\$1,583.39	CT 25055696
Home Motors	Bolt for Vehicle #42, Part no. 11548270,	\$28.93	
		\$28.93	CT 25055697
Independent Living Resource Center, Inc	Sign Language Interpreter Services per agreement	\$1,221.50	
		\$1,221.50	CT 25055698
Intermountain Lock And Security Supply	Key and Lock Supplies, 02-12-25 thru 5-30-25	\$63.95	
		\$63.95	CT 25055699
Interstate Batteries Of Central Coast	MTX-49/H8 (Backhoe Battery Replacement) AP- City Sales Tax	\$266.38 \$2.00	
		\$268.38	CT 25055700
Ips Group Inc	Monthly Secure Gateway Wireless Data Fee for Multi	\$495.00	
		\$495.00	CT 25055701
Job Advertising	Job Advertising Services, Invoice #12093646.	\$989.00	
		\$989.00	CT 25055702
Knorr Systems International	Pool Vacuum - Belt Tightener - MP-359-0037 Pool Vacuum - Dragging Straps, Blue (Caterpillars) Pool Vacuum - Drive Belt, Green, Enduro M & XL Shipping Lead Tube Adapter 3/8" with nut 1/4" Ferrule - Ak20000 Shipping	\$4.26 \$174.30 \$400.20 \$17.37 \$62.50 \$4.82 \$10.87	

16-22
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$674.32	CT 25055703
Erin Krier	Reimbursement for lunch purchases for all	\$1,367.32	
		\$1,367.32	CT 25055704
Lakeshore Learning Materials LLC	Operational Supplies for Children's Center per	\$1,239.51	
		\$1,239.51	CT 25055705
Lazer Media	30-second Ad 2025 Term 4 Classes	\$144.00	
		\$144.00	CT 25055706
LG Inspection LLC	Onsite DSA project inspection for the	\$1,680.00	
		\$1,680.00	CT 25055707
Linde Gas & Equipment Inc.	Instructional Supplies 02/07/25 - 05/30/25	\$635.77	
		\$635.77	CT 25055708
Lompoc Unified School District	Bus Transportation from LUSD to AHC in Santa Maria	\$163.28	
		\$163.28	CT 25055709
Ronald Lovell	Reimbursement for Instructional Supplies for	\$626.41	
		\$626.41	CT 25055710
Maaco Auto Painting & Bodyworks	Repair of 2016 Ford Transit connect wagon #15	\$4,857.79	
	Repair on 2024 Honda Civic Hatchback sport	\$5,483.33	
		\$10,341.12	CT 25055711
Maya Restaurant	Breakfast Purchase for Management Association (MA)	\$528.53	
	Delivery Fee	\$15.00	
		\$543.53	CT 25055712
McKenna Environmental Inc	Environmental services to provide on-site/same day	\$890.00	
		\$890.00	CT 25055713
McKesson Medical Surgical Inc	Bandage Scissors item #769165	\$12.85	
	Decorel #1221162	\$48.42	
	Refresh Classic item #852647	\$18.78	
	Aquaphor item #724984	\$54.01	
	Sanicloth super item #928732	\$29.65	
	Sanicloth AF3 item #804411	\$21.28	
	Medium Gloves item #957802	\$38.43	
	Glucose level 3 control item #960303	\$10.92	
	Vomit bag item #1196429	\$34.61	
	Salonpas item #1088319	\$11.43	
	Hand Lotion item #747288	\$15.70	
	Ibuprofen Item #1111735	\$79.65	
	Lozenge cough drops item #1111732	\$69.84	
	Antacid item #1111738	\$20.45	
	Bismuth item #1111737	\$65.73	
	Loratadine item #1111728	\$47.16	
	Earwax Softener item #1129811	\$20.55	
		\$599.46	CT 25055714

16-23

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Mission Linen Supply	Laundry Services for Automotive Collision Repair:	\$21.13	
	Kitchen linen service for Culinary Arts	\$47.00	
	Laundry Services for Automotive Technology Program	\$34.60	
	Kitchen linen service for Culinary Arts	\$47.00	
	Kitchen linen service for Culinary Arts	\$47.00	
	Laundry Services for Automotive Collision Repair:	\$21.13	
	Laundry Services for Automotive Technology Program	\$34.60	
		\$252.46	CT 25055715
National Cinemedia Llc	Silver CPT - Onscreen Advertising, 5/03/2024 - 05/	\$1,081.37	
		\$1,081.37	CT 25055716
Nicks Telecom	Charge Guard Timeout Timer, LE Vehicle License #s	\$417.60	
	Fuse Holder	\$17.13	
	Travel Charge	\$125.00	
	Labor to install timeout timers for main power	\$420.00	
		\$979.73	CT 25055717
Noble Power Equipment	Grounds Supplies for LVC. Invoice #637575.	\$210.79	
	Blade, 26" Air Tip Std. Invoice #641581.	\$163.99	
	Grounds supplies from 3.5.2025 to 5.30.2025	\$343.48	
		\$718.26	CT 25055718
ODP Business Solutions LLC	Office Supplies	\$111.90	
	Office Supplies	\$7.38	
	Office supplies for IE office ending May 31, 2025	\$72.39	
	Office Supplies for General & Noncredit Counseling	\$25.97	
	Office Supplies for General & Noncredit Counseling	\$150.05	
	OFFICE-OPERATIONAL SUPPLIES, 7-15-24 TO 5-30-25	\$694.02	
	OPERATIONAL SUPPLIES: JULY 2024 - MAY 2025	\$381.05	
	OFFICE-OPERATIONAL SUPPLIES, 7-15-24 TO 5-30-25	\$33.38	
	Basic Needs- school supplies for students,	\$101.57	
	Basic Needs- school supplies for students,	\$688.24	
	Basic Needs Center Supplies, 7/01/2024 - 5/30/2025	\$75.90	
	Basic Needs Center Supplies, 7/01/2024 - 5/30/2025	\$32.61	
	LE PROGRAM OFFICE SUPPLIES: 07/02/24 - 05/30/25	\$65.24	
	Office Supplies 7/1/2024 - 5/31/2025	\$268.94	
	Office Supplies 7/1/2024 - 5/31/2025	\$93.18	
	Office Supplies, 2/10/25 - 5/30/25	(\$77.90)	
	Office & Operational Supplies for	(\$92.51)	
Office & Operational Supplies for	(\$92.50)		
Office Supplies 07-01-24 thru 05-30-25	\$65.71		
Office/Operational Supplies,	\$82.01		
		\$2,686.63	CT 25055719
Optiv Security Inc	HPE Aruba: HPE FC NBD Exchange EDU/R SVC_HPE	\$96.25	
	HPE Aruba: HPE FC NBD Exchange EDU/	\$288.72	
	HPE Aruba: HPE FC NBD Exchange EDU/R SVC_HPE	\$96.25	
	HPE Aruba: HPE FC 24x7 EDU/R SVC_HPE Software	\$18,051.25	
	HPE Aruba: HPE FC 24x7 EDU/R SVC_HPE Software	\$5,736.83	
		\$24,269.30	CT 25055720
Sabrina Ornelas	Reimbursement for Dinner Purchase for College Now	\$271.18	

16-24
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$271.18	CT 25055721
PARS Public Agency Retirement	PAYROLL DEDUCTION 03/10/2025	\$9,258.50	
		\$9,258.50	CT 25055722
Part Time Faculty AHC - Member	PAYROLL DEDUCTION 03/10/2025	\$354.18	
		\$354.18	CT 25055723
Diana Perez	Reimbursement for Water for Cash for College	\$15.16	
		\$15.16	CT 25055724
Portable Johns, Inc.	Rental-Servicing Portable Toilets and Hand Washing	\$747.77	
		\$747.77	CT 25055725
Powerstride Battery Co Inc	US Battery 2200 XC2 474RC, 232Ah for Scissor Lift, Battery Recycling Fee	\$606.31 \$7.99	
		\$614.30	CT 25055726
ProCare Janitorial Supply, Inc.	Custodial Supplies, 10/01/2024 thru 5/30/2025	\$3,865.41	
		\$3,865.41	CT 25055727
Proquest Llc	BOOKS FOR LIBRARY BOOKS FOR LIBRARY	\$46.18 \$45.28	
		\$91.46	CT 25055728
Ravatt, Albrecht & Associates, Inc.	Professional architectural services for the design	\$5,452.00	
	DSA Approval	\$9,268.50	
		\$14,720.50	CT 25055729
Smart & Final	Food for Student Lunch Locker- Santa Maria,	\$532.85	
	Food for Non-credit HOEC Classes: 2/05/25 to	\$105.78	
	Food for Student Lunch Locker- Santa Maria,	\$231.20	
	Supplies for Biology Labs: 07-05-24 thru 05-30-25	\$11.34	
	Supplies for Biology Labs: 07-05-24 thru 05-30-25	\$12.87	
	Snacks UTC workshops and Transfer Student Summit,	\$64.51	
	Food and Beverage Purchases for Men's Support	\$109.82	
	Food and Beverage Purchases for Men's Support	\$366.37	
	Food for Veteran Resource Center, February 10 -	\$28.16	
	Food & Drink Supplies for MESA/STEM Workshops &	\$370.73	
	Food and Beverage Purchases for Men's Support	\$46.64	
	Food for Non-credit HOEC Classes: 2/05/25 to	\$127.85	
	Food and Beverage Purchases for Men's Support	\$540.40	
	Food for Student Lunch Locker- Santa Maria,	\$193.33	
		\$2,741.85	CT 25055730
	Food for Children's Center 11-1-24 to 6-30-25	\$204.63	
	Food for Children's Center 11-1-24 to 6-30-25	\$298.66	
		\$503.29	CT 25055731
	Food for Culinary Arts Instruction: 2/05/25 -	\$131.03	
	Food for Culinary Arts Instruction: 2/05/25 -	\$502.57	
	Food for Culinary Arts Instruction: 2/05/25 -	\$89.84	

16-25
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Smart & Final	Food for Culinary Arts Instruction: 2/05/25 -	\$271.34	
	Food for Culinary Arts Instruction: 2/05/25 -	\$35.47	
		\$1,030.25	CT 25055732
Source Graphics	Office Supplies - Wide format Paper and Media	\$475.00	
		\$475.00	CT 25055733
Sousa Tire Service	LT225/75R16 Toyo Open Country New Tire.	\$396.52	
	State Tax Recycle Fee	\$3.50	
	Tire Disposal Fee	\$9.00	
	255/70R Toyo Open Country New Tire.	\$896.48	
	State Tax Recycle Fee	\$7.00	
		\$1,312.50	CT 25055734
Specialty Constructors Services Inc	The contractor shall furnish all labor, materials,	\$94,297.95	
		\$94,297.95	
Splash N Dash	Car Wash Services for Allan Hancock College	\$249.90	
		\$249.90	CT 25055736
Subway	Cash for College Food for Maple High School	\$56.79	
	Cash for College Food for Delta High School	\$113.58	
	Cash for College Food for Righetti High School	\$113.58	
		\$283.95	CT 25055737
The Baldwin Group	ACA Consulting 7-1-24 to 6-30-25	\$3,250.00	
		\$3,250.00	CT 25055738
The Berry Man Inc	Food purchases for Culinary Arts,	\$197.25	
		\$197.25	CT 25055739
United Parcel Service	UPS Charges, 7-1-24 thru 6-30-25, Account	\$18.00	
		\$18.00	CT 25055740
Vital Records Control	Monthly Shredding Service- Confidential 32 Gallon	\$130.61	
	Confidential Records Shredding 7-1-24 - 6-30-25	\$105.66	
		\$236.27	CT 25055741
Yankee Book Peddler Inc	BOOKS FOR LIBRARY	\$1,752.48	
		\$1,752.48	
Yesenia Aguilar-Venegas	Manual Refund Submitted	\$272.00	
		\$272.00	CT 25055743
Donaciano Arevalo Gil	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055744
Margarita Ayala	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055745
Carlos Cortes	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055746
Edgar Dominguez	Manual Refund Submitted	\$5.00	

16-26
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$5.00	CT 25055747
Phillip Freeman	Manual Refund Submitted	\$1.00	
		\$1.00	CT 25055748
Erica Hernandez Hernandez	Manual Refund Submitted	\$1,472.00	
		\$1,472.00	CT 25055749
Etienne Maletz	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055750
Edward Martinez	Manual Refund Submitted	\$250.00	
		\$250.00	CT 25055751
Melaine Moersen	Manual Refund Submitted	\$8.00	
		\$8.00	CT 25055752
Adriana Morales	Manual Refund Submitted	\$8.00	
		\$8.00	CT 25055753
Citlaly Morales Hernandez	Manual Refund Submitted	\$314.00	
	Manual Refund Submitted	\$1,507.00	
		\$1,821.00	CT 25055754
Sharaya Olmeda	Manual Refund Submitted	\$237.00	
		\$237.00	CT 25055755
Benjamin Potter	Manual Refund Submitted	\$1,108.00	
		\$1,108.00	CT 25055756
Cesar Sebastian	Manual Refund Submitted	\$3,401.00	
	Manual Refund Submitted	\$806.00	
		\$4,207.00	CT 25055757
Erika Suarez Vera	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055758
Giselle Torres	Manual Refund Submitted	\$1,188.20	
		\$1,188.20	CT 25055759
Assoc Of Chief Human Resources Officers	2025 ADMIN ACADEMY CASTILLO, CARLA Reg	\$1,000.00	
		\$1,000.00	CT 25055760
	2025 ADMIN ACADEMY RIVERA, SIERRA Reg	\$1,000.00	
		\$1,000.00	CT 25055761
Laurie Brummett	Conference Coronado, CA	\$412.37	
		\$412.37	CT 25055762
Robert Bryant	Open Mileage 2.4-27.25	\$281.12	
		\$281.12	CT 25055763
Alice Caddell	Early Care & Education Pathway to Success Denver	\$714.14	
		\$714.14	CT 25055764
Ricardo Cano	Open Mileage E0003215	\$33.77	

16-27
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$33.77	CT 25055765
James Colon	Open Mileage 10.1-31.24	\$178.22	
		\$178.22	CT 25055766
Comcast Cable	Comcast Monthly Internet Costs: 7/01/24 - 6/30/25	\$231.08	
	Comcast Monthly Internet Costs: 7/01/24 - 6/30/25	\$185.08	
		\$185.08	CT 25055768
Mary Dominguez	Conf Monterey, CA	\$93.54	
		\$93.54	CT 25055769
DoubleTree by Hilton Campbell - Pruneyard Plaza	4.24-25.25 ALLAN HANCOCK COLLEGE Lodging	\$5,675.92	
		\$5,675.92	CT 25055770
Enterprise Rent-A-Car	Rios, Julie 3.10-13.25	\$179.70	
		\$179.70	CT 25055771
Edwin Hodges	College of the Canyons Region Meeting	\$95.15	
		\$95.15	CT 25055772
Isabella Jacobo	Open Mileage 2.3,24.25	\$14.56	
		\$14.56	CT 25055773
Jeene Khaykham	CSEA Paraeducator conf. Ontario, CA	\$467.79	
		\$467.79	CT 25055774
Martin Landeros	Mathematics Conf. Fairfield, CA	\$1,203.72	
		\$1,203.72	CT 25055775
Monica Lopez Flores	Open Mileage 1.31.25	\$5.11	
		\$5.11	CT 25055776
Rosi Lopez Navarro	Open Mileage 2.03-28.25	\$89.04	
		\$89.04	CT 25055777
Alexa Martinez	Open Mileage 2.3-28.25	\$224.70	
		\$224.70	CT 25055778
Toby McLaughlin	Open Mileage 2.3-24.25	\$148.40	
		\$148.40	CT 25055779
David Melendrez-Romero	Base Camp Prison Education Tehachapi, CA	\$21.20	
	EOPS Summit Avila, CA	\$38.32	
		\$59.52	CT 25055780
Pacific Gas & Electric Company	Electricity Services 7.1.2024- 6.30.2025	\$43,448.04	
	Electricity Services 7/1/2024 - 6/30/2025	\$11,549.48	
		\$54,997.52	CT 25055781
Alicia Paniagua	FINGERPRINT REIMBURSEMENT	\$40.00	
		\$40.00	CT 25055782
Frederic Patrick	ASCCC summit San Diego, CA	\$1,593.60	

16-28
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$1,593.60	CT 25055783
Maria Ramirez-Garibay	Open Mileage maria.ramirezcamacho@hancockcollege.e	\$7.28	
		\$7.28	CT 25055784
Christine Reed	CCAMD MESA Meeting Long Beach, CA	\$1,298.67	
		\$1,298.67	CT 25055785
Julie Rios	CSEA Paraeducator Conf. Ontario, CA	\$713.38	
		\$713.38	CT 25055786
Thesa Roepke	ECS Apprenticeship Denver, CO	\$2,200.56	
		\$2,200.56	CT 25055787
Kristy Soriano	Open Mileage 2.3-24.25	\$17.64	
		\$17.64	CT 25055788
Andrew Specht	CISOA Conf Burlingame, CA	\$59.00	
		\$59.00	CT 25055789
19six Architects	Architectural Services - Construction	\$1,359.25	
	Amendment #2 for Reimbursement of DSA Fees Paid	\$1,283.25	
	Amendment #2 for Reimbursement of DSA Fees Paid	\$3,963.75	
	Construction Administration	\$215.00	
	Schematic Design	\$2,172.50	
	Architectural services to provide a Final Project	\$3,315.00	
		\$12,308.75	CT 25055790
4imprint Inc.	Serged Closed-Back Table Throw- 6 ft, (2- Royal	\$538.32	
	Freight charges	\$34.44	
		\$572.76	CT 25055791
Accurate First Aid Services	First Aid Supplies per Invoice B-44579	\$2,110.36	
		\$2,110.36	CT 25055792
Action Target Inc	Black Cardboard Targets, Item #B-27CB, Quote	\$1,008.88	
	Freight	\$428.20	
		\$1,437.08	CT 25055793
Alldata Llc	AllData Repair Subscription Renewal: 5/06/25 -	\$975.00	
		\$975.00	CT 25055794
Amazon	Chemistry Lab Supplies: 7/01/24 - 5/30/25	\$75.91	
	Instructional Supplies - Graphics, 3/3/25 -5/30/25	\$448.28	
	Uniforms for FSEMS Mechanic	\$296.83	
	Operational Supplies - Children's Center,	\$103.91	
	ECSN FASN Instructional Supplies,	(\$48.07)	
	Science Lab Supplies July 1, 2024-May 30, 2025	\$147.00	
	Instructional Supplies for Fire Academy,	\$34.77	
	Instructional Supplies	\$207.20	
	Instructional Supplies for MESA/STEM,	\$244.46	
	Office Supplies - paper, paper clips, rubber bands	\$455.31	
	Instructional Supplies for the EMS Academy,	\$45.59	
	FOOD SUPPLIES FOR WELLNESS PROGRAM,	\$54.35	
	Office supplies and print shop supplies	\$412.20	
	LIBRARY MEDIA FOR SM LIBRARY, 3/3/25 - 5/30/25	\$127.36	

16-29
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Amazon	OFFICE SUPPLIES, 3/4/25 - 5/30/25	\$354.62	
	ECSN FASN Instructional Supplies,	\$67.38	
	Uniforms for FSEMS Mechanic	\$208.74	
	Operational Supplies:	\$14.53	
	Office/Operational supplies 7/10/24-5/30/25	\$53.35	
	Office Supplies, 3-11-25 to 5-30-25	\$210.63	
	Teaching Across Cultural Strengths	\$598.00	
		\$4,112.35	CT 25055795
American Industrial Supply	Operational supplies 07-02-24 to 05-30-25	\$110.46	
		\$110.46	CT 25055796
American Red Cross	Adult CPR/AED, Infant CPR & First Aid,	\$160.00	
		\$160.00	CT 25055797
American Star Tours, Inc.	Bus Transportation for Professional Development	\$1,400.00	
		\$1,400.00	CT 25055798
Jeffrey Appel	Reimbursement for instructional book	\$39.10	
		\$39.10	CT 25055799
Apple Inc.	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$15,261.98	
	Recycling Fee	\$30.00	
	3 Year AppleCare + for Schools - iMac	\$714.00	
	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$15,261.98	
	Recycling Fee	\$30.00	
	3 Year AppleCare + for Schools - iMac	\$714.00	
	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$2,543.66	
	Recycling Fee	\$5.00	
	3 Year AppleCare + for Schools - iMac	\$119.00	
	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$2,543.66	
	Recycling Fee	\$5.00	
	3 Year AppleCare + for Schools - iMac	\$119.00	
	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$2,543.66	
	Recycling Fee	\$5.00	
	3 Year AppleCare + for Schools - iMac	\$119.00	
	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$2,543.66	
	Recycling Fee	\$5.00	
	3 Year AppleCare + for Schools - iMac	\$119.00	
	24 inch iMac w/ Retina 4.5k Display, M4 Chip	\$5,087.33	
	Recycling Fee	\$10.00	
3 Year AppleCare + for Schools - iMac	\$238.00		
		\$53,353.25	CT 25055800
Aquapulse Chemicals	Hydrochloric Acid 15%	\$432.83	
	Energy-Fuel Charge	\$31.84	

16-30
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$464.67	CT 25055801
Anna Arrowsmith	Reimbursement for instructional supplies for	\$121.43	
		\$121.43	CT 25055802
Arroyo Grande High School Basketball	Inside Front Cover Ad 2024-25 Basketball Program	\$350.00	
	Digital Ad on Four Digital Boards in Gym	\$250.00	
		\$600.00	CT 25055803
Associated Students UCLA	Instructional Supplies for Dental Assisting	\$913.21	
		\$913.21	CT 25055804
Axon Enterprise Inc	Basic License Bundle, Invoice ID #INUS330006	\$1,123.27	
	Pro License Bundle	\$998.39	
	Fleet 3 Basics + TAP	\$12,325.42	
	AB4 Camera Bundle, Item #100147	\$541.47	
	AB4 Multi Bay Dock Bundle, Item #100206	\$106.42	
	Axon Evidence- Storage 10GB, Item #73683	\$509.22	
	Axon Fleet- License, Item #80402	\$974.65	
		\$16,578.84	CT 25055805
Blick Art Materials	Instructional Art Supplies per Quote #QBC0283-91	\$23.29	
		\$23.29	CT 25055806
David Botsford	Provide mental health counseling, alcohol and drug	\$7,920.00	
		\$7,920.00	CT 25055807
Ashley Brackett	Reimbursement for tissue paper for	\$11.67	
		\$11.67	CT 25055808
Bremer Auto Parts	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$119.60	
	Operational Supplies for Fire Academy	\$175.61	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$44.24	
	Supplies/parts for LE vehicles: 7/02/24 - 5/30/25.	\$270.55	
		\$610.00	CT 25055809
Califitness Equipment Expert	Fitness Equipment Preventative Maintenance,	\$400.00	
	Hammer Strength Row Grips Part #3235801	\$115.28	
	Hammer Strength Tricep Extension Spring Part	\$19.14	
	Life Fitness Leg Curl Tulip Knob	\$8.96	
	Shipping	\$38.85	
		\$582.23	CT 25055810
California Department Of Justice	Fingerprinting/Background Fees per Invoice # 78609	\$1,147.00	
		\$1,147.00	CT 25055811
California Electric Supply	Electrical-Lighting Supplies, 12-09-24 - 05-31-25	\$304.27	
		\$304.27	CT 25055812
CALM	LETS GET LOUD SPONSORSHIP	\$2,000.00	
		\$2,000.00	CT 25055813
Canon Financial Services Inc	Campus Graphics Copiers Lease	\$292.23	
	Campus Graphics Copiers Lease	\$5,249.92	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Canon Financial Services Inc	Campus Graphics Canon Duplo 150 attachments Lease	\$700.43	
		\$6,242.58	CT 25055814
Carolina Biological	Biology Labs Supplies: 07-01-24 thru 05-31-25	\$150.21	
		\$150.21	CT 25055815
CDW Government Inc	Dell Latitude 5550 AI Ready 15.6"	\$1,398.55	
	Dell WD22TB4 Docking Station - Thunderbolt	\$279.73	
	Recycling Fee	\$5.00	
	Lenovo 100e Chromebook - Quote: 1CGGSZ5	(\$320.11)	
	Recycling Fee	(\$4.00)	
	Brother MFC-L3780CDW Multifunction Printer- Color,	\$543.74	
	Brother MFC-L8905CDW Multifunction Printer-Color	\$727.52	
		\$2,630.43	CT 25055816
Coast Diesel Service	Parts for Truck Driving Program,	\$208.08	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$130.00	
	Parts for Truck Driving Program,	\$152.43	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$390.00	
	Parts for Truck Driving Program,	\$835.78	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$260.00	
	Parts for Truck Driving Program,	\$389.00	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$130.00	
	Parts for Truck Driving Program,	\$567.48	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$260.00	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$140.00	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$140.00	
	Labor for Truck Driving Program, 2/18/25 - 5/30/25	\$335.00	
		\$3,937.77	CT 25055817
Community College League Of California	2025 BLACK STUDENT SUCCESS WEEK SPONSORSHIP	\$3,000.00	
		\$3,000.00	CT 25055818
Continental Athletic Supply	Reconditioned & Recertified Shoulder Pads & Helmet	\$7,408.70	
	Parts For Shoulder Pads & Helmets	\$18.50	
	Parts For Shoulder Pads & Helmets	\$3,062.90	
		\$10,490.10	CT 25055819
Creation Engine Inc	Rhino 8 Lab Kit 30-seats ESD Mac-Win	\$1,739.90	
		\$1,739.90	CT 25055820
Custom Colors Auto Body Supplies, Inc.	Instructional supplies 2.4.25-5.30.25	\$277.39	
		\$277.39	CT 25055821
Cyber Copy Inc	Online posting of Job Walk info to PSTC Restroom	\$8.50	
		\$8.50	CT 25055822
Victor DeAlba	Independent contractor agreement to provide	\$3,570.00	
		\$3,570.00	CT 25055823
DiaMedical USA Equipment LLC	Alaris Secondary Admin Set 36inch	\$464.22	

16-32
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$464.22	CT 25055824
DTS Hunter Service Inc	Service Call on 2/19/2025	\$170.00	
	Power Unit ASM-3500PSI 2.8GPM	\$1,670.22	
	Valve Quick Exhaust Air Jack	\$44.74	
	PCA-RMX Lift Rack with Inflation	\$609.95	
	Labor Performed on 2/25/2025	\$306.00	
	Freight	\$435.80	
	Shipping	\$85.00	
		\$3,321.71	CT 25055825
Earth Systems Pacific	Provide on-site soil and material special	\$3,103.25	
	Provide on-site soil and material special	\$1,832.50	
		\$4,935.75	CT 25055826
Ebsco Information Services	SM LIBRARY PERIODICALS, 10/02/24 - 5/30/25	\$5.50	
		\$5.50	CT 25055827
Ellucian Company LLC	Banner Student Consulting	\$127.50	
	Banner Student Consulting	\$127.50	
	PM Project Management	\$127.50	
	PM Project Management	\$127.50	
		\$510.00	CT 25055828
Engel and Gray Inc	Greenwaste Hauling Fee	\$125.00	
	Waste Handling	\$146.78	
	Bin Rental	\$12.00	
	Fuel Surcharge	\$13.59	
	Franchise Fee	\$3.01	
	Bin Rental	\$93.00	
	Franchise Fee	\$1.86	
		\$395.24	CT 25055829
Family Partnership Charter School	Reimbursement for Concur Enroll PROD 301	\$3,000.00	
		\$3,000.00	CT 25055830
Fastenal	Filter, 12x12x1	\$34.56	
	Filter, 16x20x1	\$46.18	
		\$80.74	CT 25055831
Federal Express Corp	Mailings for Acct #1104-8488	\$12.29	
	Mailings for Acct #1104-8488	(\$10.09)	
	Overnight Service for Strong Workforce Program	\$10.09	
	Overnight Service for Strong Workforce Program	\$9.77	
	Courier/Postage Charges (FedEx) for urgent	\$9.32	
		\$31.38	CT 25055832
Firefighting Tools of Babylon Corp	Door Lockout Entry Kit	\$199.98	
	World Famous FirePik	\$119.94	
	DoorJamm	\$179.88	
	Firefighter Swipe Tool	\$89.94	
	Shipping and Handling	\$15.00	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$604.74	CT 25055833
Fisher Scientific Co Llc	Eisco Food Calorimeter; Catalog#: S23759	\$62.36	
		\$62.36	CT 25055834
Follett Heg - Ahc Bookstore	Book Voucher for NextUp Students, ending 6-30-25	\$39.63	
		\$39.63	CT 25055835
	Phoenix Scholars Books Spring 2025	\$480.95	
		\$480.95	CT 25055836
	EOPS Student Supplies for Spring 2025	\$3,245.45	
		\$3,245.45	CT 25055837
	EOPS Book Vouchers for Spring 2025	\$11,107.78	
		\$11,107.78	CT 25055838
Foodbank Of Santa Barbara County	Food for Foodshare and Basic Needs Food Pantry for	\$82.18	
	Food for Foodshare and Basic Needs Food Pantry for	\$193.85	
	Food for Foodshare and Basic Needs Food Pantry for	\$276.71	
	Food for Foodshare and Basic Needs Food Pantry for	\$690.93	
	Food for Foodshare and Basic Needs Food Pantry for	\$1,578.53	
		\$2,822.20	CT 25055839
Global Industrial Equipment	Safety Glasses - MCR Safety CL110 Crews Checklite	\$11.31	
	Striped Hazard Warning Tape, Model #WB670651YB.	\$6.75	
	Shipping	\$4.99	
	Sign - Adhesive Vinyl, Located Inside sign -	\$63.65	
	Shipping	\$16.75	
	Sign, First Aid Kit Located Inside, AccuformNMC	\$63.65	
	Shipping Charges	\$16.75	
		\$183.85	CT 25055840
H2i Group Inc	Universal Laser VLS/PLS Platform 2.0" Lens Kit	\$660.11	
	Lens Assembly-2.0 (Large Optics)	\$550.28	
	ULS Freight	\$25.00	
	ULR-60-USA Laser Tube	\$3,164.63	
		\$4,400.02	CT 25055841
Hardy Diagnostics	Science Lab Supplies July 1, 2024-May 30, 2025	\$237.64	
		\$237.64	CT 25055842
Henry Schein Inc	25 Series Cart,	\$671.14	
	Instructional Supplies per Quote No. 60358972 SQ	\$4,553.16	
		\$5,224.30	CT 25055843
Home Depot	Instructional Supplies for EMS Academy	\$44.41	
	Instructional Supplies for Fire Academy	\$219.29	
		\$263.70	CT 25055844
Ips Group Inc	Version 2 Collection Card- Short. Quote #IPS-2024-	\$11.96	
	Version 2 Diagnostic Card- Short	\$11.97	
	Version 2 Maintenance Card- Short	\$11.96	
	Freight Charges	\$12.83	

16-34
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$48.72	CT 25055845
J B Dewar	Fuel for AHC Community Ed. Truck Driving Class	\$1,045.85	
	Fuel for AHC Community Ed. Truck Driving Class,	\$1,663.46	
		\$2,709.31	CT 25055846
Johnson Plastics Plus	Engraver Plastic and supplies	\$706.62	
		\$706.62	CT 25055847
Karen's Kleaning	R-1 Campus House Cleaning- Deluxe Cleaning.	\$570.00	
		\$570.00	CT 25055848
Kelly Spicers Stores	Office Supplies - Paper, Wide Format and Bindery	\$4,358.49	
		\$4,358.49	CT 25055849
Koehler Plumbing Inc	Reroute Water Line, Bldg. H	\$140.72	
	Labor Charges	\$580.00	
		\$720.72	CT 25055850
L.N. Curtis & Sons	Large Slimline Flame All Fabric Firefighting Glove	\$160.13	
	Black Ultra C6.2 Gore Gen 2 Particulate Hood	\$147.58	
	Shipping	\$75.00	
		\$382.71	CT 25055851
Lehr	Setina Replacement Seat with Center Pull Belts &	\$0.00	
	Setina #10XL TM Partition and Shipping. Invoice #	\$324.23	
		\$324.23	CT 25055852
LG Inspection LLC	Inspector of Record Services: All labor, materials	\$5,145.00	
		\$5,145.00	CT 25055853
Linde Gas & Equipment Inc.	Instructional Supplies 02/07/25 - 05/30/25	\$350.37	
	Instructional Supplies 02/07/25 - 05/30/25	\$616.48	
		\$966.85	CT 25055854
Live Action Safety	Kendrick Traction Device Splint - Color	\$128.95	
	Shipping	\$8.86	
		\$137.81	CT 25055855
Lompoc Unified School District	N&R Publications: Digital Marketing Promotions for	\$62,000.00	
		\$62,000.00	CT 25055856
Lowes	Instructional Supplies Art, 8/29/2024 - 5/30/2025	\$223.07	
		\$223.07	CT 25055857
Maya Restaurant	Lunch Purchase for SMHS PCPA Field Trip	\$4,197.21	
	Delivery Charge	\$25.00	
		\$4,222.21	CT 25055858
Medco Supply Company	Instructional Supplies per Estimate #ESTMD3151933	\$462.88	
	Instructional Supplies per Estimate #ESTMD3151933	\$39.59	
	Instructional Supplies per Estimate #ESTMD3151933	\$2,895.96	
		\$3,398.43	CT 25055859
MES Service Company LLC	Muni F3 Green Plus 3%; 5 Gal Pail Hydrocarbon	\$915.89	
	Shipping	\$320.00	

16-35
Allan Hancock College
Warrant Register
 Check Dates from 3/1/2025 to 3/31/2025
 Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$1,235.89	CT 25055860
Metlife Small Market	INSURANCE PREMIUMS FEB 2025	\$7,154.55	
		\$7,154.55	CT 25055861
Mission Linen Supply	Uniform Services and Towels, 7-01-24 thru 6-30-25	\$33.53	
	Uniform Services and Towels, 7-01-24 thru 6-30-25	\$35.05	
	Uniform Services and Towels, 7-01-24 thru 6-30-25	\$35.05	
	Uniform Services and Towels, 7-01-24 thru 6-30-25	\$33.53	
		\$137.16	CT 25055862
Mixteco/Indigena Community	Interpreting services for DEIA Summit, 2/7/25.	\$1,920.00	
		\$1,920.00	CT 25055863
Nicks Telecom	Charge Guard Timeout Timer Invoice #7385	\$556.80	
	Rhapsody Relay 250 Amp 12V continuous duty relay	\$139.20	
	Fuse Holder	\$22.84	
	Labor to install timeout timers for main power	\$560.00	
	Travel Charge	\$125.00	
		\$1,403.84	CT 25055864
Noble Power Equipment	Hydro Brush Cutter - 26", Product #BC2600ICH.	\$4,649.06	
		\$4,649.06	CT 25055865
ODP Business Solutions LLC	Office & Operational Supplies for	\$238.37	
	Fellowes® LX 220 Shredder 5015401 Item # 9468839	\$426.87	
	Office Supplies 7/1/2024 - 5/31/2025	(\$67.41)	
	Office Supplies: 7/16/24 - 5/30/25	\$324.98	
	Office Supplies: 7/16/24 - 5/30/25	\$10.99	
	Office Supplies: 7/16/24 - 5/30/25	\$180.51	
		\$1,114.31	CT 25055866
Old Town Shirt Factory	Embroidered Golf Jacket Invoice#250083	\$30.34	
	Embroidered Golf Backpacks	\$30.34	
	Embroidered Golf Duffle Bags	\$30.34	
		\$91.02	CT 25055867
Optiv Security Inc	HPE Aruba: HPE FC NBD Exchange EDU/R SVC_HPE	\$3,034.20	
	HPE Aruba: HPE FC NBD Exchange EDU/R SVC_HPE	\$8,396.24	
	HPE Aruba: HPE FC NBD Exchange EDU/R SVC_HPE	\$3,203.08	
		\$14,633.52	CT 25055868
Paradise Services	Annual Testing for APCD	\$374.99	
	Parts-Nitrogen	\$48.94	
		\$423.93	CT 25055869
Paymac Inc	AUCTION 3647262,1997 1500 CHEVY SILVERADO	\$5,200.00	
		\$5,200.00	CT 25055870
PPG Architectural Finishes Inc	Titan SP 0537015X PowrLiner Striper 3500 1GN CA,	\$5,871.41	
		\$5,871.41	CT 25055871
Proquest Llc	BOOKS FOR LIBRARY	\$27.73	
		\$27.73	CT 25055872
Amy Rice	Reimbursement for CA RVT Association Membership.	\$45.00	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$45.00	CT 25055873
Riddell All American	Speed Flex FB Helmet_SPDFX, White	\$2,870.25	
	Speed Flex FB Helmet_SPDFX, White	\$3,022.20	
	Paint 2700	\$164.48	
	Freight/Shipping	\$221.40	
		\$6,278.33	CT 25055874
Jesus Solorio	Reimbursement for printing of Commercial Dance	\$5.18	
		\$5.18	CT 25055875
Specialty Constructors Services Inc	Provide all labor, materials, equipment, utility	\$29,329.35	
		\$29,329.35	CT 25055876
Sport & Cycle Team Athletics Inc	ACR V1 Varsity Shoulder Pad - All Purpose	\$3,392.86	
	ACR V1 Varsity Shoulder Pad - Skill	\$1,043.96	
	ACR V1 Varsity Shoulder Pad - Trench	\$782.97	
	Shipping	\$389.15	
	M's Royal Team Tipped Polo, w/ Left Chest	\$450.13	
	M's Black Armour Fleece Storm FZ Jacket w/ Left	\$538.22	
	Embroidery Logo Modification Fee	\$54.38	
	Shipping	\$72.13	
		\$6,723.80	CT 25055877
St. Joseph High School	Reimbursement for Concur Enroll HIST 108	\$6,000.00	
		\$6,000.00	CT 25055878
St. Mary Of The Assumption School	SILVER SPONSORSHIP	\$1,000.00	
		\$1,000.00	CT 25055879
Strata Information Group	Degree Works Consulting Support for FY 2024-2025	\$270.00	
	Consulting Financial Aid- Banner Tech Support	\$3,240.00	
	Banner Student A/R Consulting Report FY 24/25 and	\$360.00	
		\$3,870.00	CT 25055880
Taqueria La Coqueta	Food for International Women's Day, 3/7/25.	\$130.07	
	Chicken taquitos	\$162.96	
	Chips and Salsa	\$20.00	
		\$313.03	CT 25055881
Top Shelf Manufacturing, LLC	Instructional Supplies per Quote No. QTE0000235	\$9,786.00	
		\$9,786.00	CT 25055882
Total Compensation System Inc	Consulting Services for all Actuarial Information	\$3,600.00	
		\$3,600.00	CT 25055883
Uline Inc	Supplies for Basic Needs Pantry and Center,	\$1,069.19	
	Supplies for Basic Needs Pantry and Center,	\$484.94	
		\$1,554.13	CT 25055884
United Health Care Insurance Co	RETIREE AARP INSURANCE PREMIUMS APR 2025	\$331.25	

16-37
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$331.25	CT 25055885
United Parcel Service	UPS Charges, 7-1-24 thru 6-30-25, Account	\$84.74	
		\$84.74	CT 25055886
Varsity Spirit Fashions & Supplies LLC	Powerfit Men's Pant, Style #GPP131, Order #7600284	\$110.87	
	VSF Men's Motionflex Top, Style #GTMF1230S	\$90.21	
	3 Color Double Arch, Colors: FRO FWH FGL, Word: Rhinestone Burst, Colors: CLR, Word: Bulldogs,	\$77.21	
	6" Holographic Pom, Style #SPHOL61	\$21.75	
	6" Holographic Pom, Style #SPHOL61	\$63.08	
	Shipping and Handling	\$63.08	
		\$26.09	
		\$452.29	CT 25055887
VenTERRA Environmental Inc	All supervision, labor, materials, equipment, and	\$3,750.00	
	All supervision, labor, materials, equipment, and	\$3,750.00	
		\$7,500.00	CT 25055888
Viking Mechanical Refrigeration, Inc	Provide and install 18,000 BTU Daikin mini split,	\$9,960.00	
		\$9,960.00	CT 25055889
Voltera Inc	Voltera V-One PCB Printer w/ Drill Attachment,	\$22,099.92	
	Education Bundle, Item No. 1000390	\$981.41	
	FR1 Sacrificial Layer, Item No. 1000287	\$26.97	
	0.4mm Rivet Tool, Item No. 1000288	\$19.99	
	1.0mm Rivet Tool, Item No. 1000289	\$19.99	
	PCB Drill Set-Metric Range	\$59.99	
	M3x10, Thumbscrew	\$44.97	
	Substrate Clamp	\$149.97	
	Voltera Anti-Static Tweezers	\$6.99	
	Shipping	\$240.00	
	Dispensing Tips, Plastic, 25pk	\$54.35	
		\$23,704.55	CT 25055890
WhenToWork LLC	Online Scheduling- Pro Plan up to 10 employees, 12	\$250.00	
		\$250.00	CT 25055891
Donaciano Arevalo Gil	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055892
Jerome Arrington	Manual Refund Submitted	\$138.00	
		\$138.00	CT 25055893
Savannah Belunza	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055894
Paige Brackett	Manual Refund Submitted	\$2.00	
		\$2.00	CT 25055895
Betty Buchanan	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25055896
Emerson Cox	Manual Refund Submitted	\$28.00	

16-38
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$28.00	CT 25055897
Andre Fredericks	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055898
Bianca Jimenez	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25055899
Jeffrey Edward Jones	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25055900
Janet Lizarraga	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25055901
Wendy Macdonald	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25055902
Andrea Manderscheid	Manual Refund Submitted	\$30.00	
		\$30.00	CT 25055903
Magdiel Martinez	Manual Refund Submitted	\$1,821.00	
		\$1,821.00	CT 25055904
Joseph Payne	Manual Refund Submitted	\$28.00	
		\$28.00	CT 25055905
Alonso Ramirez	Manual Refund Submitted	\$56.00	
		\$56.00	CT 25055906
Eleanor Storey	Manual Refund Submitted	\$796.00	
		\$796.00	CT 25055907
Carol Taylor	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25055908
Elena Vargas Valencia	Manual Refund Submitted	\$500.00	
		\$500.00	CT 25055909
Flor Villa	Manual Refund Submitted	\$24.00	
		\$24.00	CT 25055910
AHC-RCF	TCI FREIGHTLINER VIN8102 -P2502838	\$39,235.00	
		\$39,235.00	CT 25055911
Isabela Alvarado	Basic Needs Convening Ventura, CA	\$164.47	
		\$164.47	CT 25055912
Catalina Armijo-Staugaard	Prepay out of pocket 80% 4.6-9.25	\$0.00	
	Prepay out of pocket 80% 4.6-9.25	\$372.16	
		\$372.16	CT 25055913
Dana Avila	ACCE Conf. San Diego, CA	\$1,245.08	
		\$1,245.08	CT 25055914
Stefanie Aye	Open Mileage 3.6,11.25	\$67.20	
		\$67.20	CT 25055915
Ricki Barragan	Financial Aid Conf. Monterey, CA	\$94.24	

16-39
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$94.24	CT 25055916
CCC Calworks Association	REG 4.29-5.1.25 HODGES, EDWIN AHC+4	\$4,000.00	
		\$4,000.00	CT 25055917
City Of Santa Maria	Disposal Site Landfill Fees,	\$393.00	
		\$393.00	CT 25055918
Columbia Business Center Partners Lp	Lease of 890 E Stowell: Base Rent Lease	\$26,190.00	
		\$26,190.00	CT 25055919
Comcast Cable	Comcast Monthly Internet Costs: 7/01/24 - 6/30/25	\$305.88	
		\$305.88	CT 25055920
	Comcast Monthly Internet Costs: 7/01/24 - 6/30/25	\$259.49	
		\$259.49	CT 25055921
Delta Hotels by Marriott Ontario Airport	Lodging Acknowledge 3D8L1Y5H & NJFKSR8I Soto, R	\$31,105.20	
		\$31,105.20	CT 25055922
Doubletree By Hilton Hotel	Lodging 4.27-5.02.25 Hodges	\$2,825.54	
		\$2,825.54	CT 25055923
Alejandra Enciso	Open Mileage 3.8,3.14,3.17,3.18	\$76.22	
		\$76.22	CT 25055924
Myrna Flores	Open Mileage 3.13.25	\$33.60	
		\$33.60	CT 25055925
Suzanne Lewy	Open Mileage 2.21,3.17,3.18	\$39.06	
		\$39.06	CT 25055926
Lauro Manalo	Prof. Dev. COADN Monterey, CA	\$1,107.38	
		\$1,107.38	CT 25055927
Christopher McMains	CISOA Conf. Burlingame, CA	\$1,495.95	
		\$1,495.95	CT 25055928
Kenneth Ostini	Open Mileage 3.5,7,8,14,18.25	\$199.50	
		\$199.50	CT 25055929
Pacific Gas & Electric Company	Electricity Services 7.1.2024- 6.30.2025	\$393.33	
	Electricity Services 7/1/2024 - 6/30/2025	\$104.56	
		\$497.89	CT 25055930
Andria Perdue-Keiser	ACCE Conf San Diego, CA	\$1,510.06	
		\$1,510.06	CT 25055931
Jannet Rios Leon	Basic Needs Confvning Ventura, CA	\$191.07	
		\$191.07	CT 25055932
Santa Barbara City College/Eops	HANCOCK COLLEGE EOPS 2025 Reg	\$5,525.00	

16-40
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$5,525.00	CT 25055933
Ora Shrecengost	Open Mileage 3.18.25	\$5.74	
		\$5.74	CT 25055934
Skills Usa California	SKILLS USA Reg 4.10-13.25 Soto, Richard	\$18,860.00	
		\$18,860.00	CT 25055935
Vickey Smith	ASCCC Spring Regional Mtg Merced, CA	\$373.71	
		\$373.71	CT 25055936
Southern California Gas Co	Natural Gas Supply 7/01/2024 - 6/30/2025	\$15,197.80	
	Natural Gas Supply 7/01/2024 - 6/30/2025	\$3,139.31	
		\$18,337.11	CT 25055937
	Natural Gas Supply 7/01/2024 - 6/30/2025	\$369.41	
	Natural Gas Supply 7/01/2024 - 6/30/2025	\$76.31	
		\$445.72	CT 25055938
Melissa Taylor-Burns	ASCCC Spring Meeting Merced, CA	\$572.42	
		\$572.42	CT 25055939
Verizon Wireless	Monthly Charges For Athletics Hot Spots,	\$76.02	
		\$76.02	CT 25055940
	Cell Phone Service Fees for Facilities Dept.	\$596.35	
	Verizon Annual Plan -Noncredit Student Navigators	\$174.48	
		\$770.83	CT 25055941
	Cell Phone Service for Campus Police: 7/01/24 -	\$726.63	
		\$726.63	CT 25055942
	iPhone SE Monthly Charges for 4 Outreach/Retention	\$208.48	
	iPhone SE Monthly Charges for 3 Outreach/Retention	\$158.04	
		\$366.52	CT 25055943
	Monthly Charges For Athletics Hot Spots,	\$114.03	
		\$114.03	CT 25055944
Leanne Wolfram	Prof Dev. COADN Monterey, CA	\$1,107.38	
		\$1,107.38	CT 25055945
Hilda Zacarias	Reimburse Prepay ZACARIAS & ENCISO AIRFARE OCT 25	\$1,282.26	
		\$1,282.26	CT 25055946
ABV Scoreboard Services, Inc	Service Call, Invoice #5609	\$960.00	
	Refurbished Drivers	\$1,174.50	
	Power Supply	\$261.00	
	Receiver	\$261.00	
	Controller	\$652.50	
		\$3,309.00	CT 25055947
AHC - District Trust Fund	Payroll Deduction 03.31.25 Management Association	\$210.00	
		\$210.00	CT 25055948
AHC Foundation	Payroll Deduction 03.31.25	\$2,990.96	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$2,990.96	CT 25055949
Amazon	INSTRUCTIONAL SUPPLIES 07-02-24 TO 05-30-25	\$147.41	
	Operational-Office Supplies 12-10-25 to 05-30-25	\$98.41	
	Office Supplies: 07-01-24 to 05-30-25.	\$98.79	
	Operational supplies for maintenance - 2.6.2025 to	\$44.56	
	Office supplies and print shop supplies	\$217.20	
	Instructional Supplies 1/30/25-5/30/25	\$26.34	
	Instructional Supplies 1/30/25-5/30/25	\$134.85	
	Instructional Supplies 3/07/2025 - 5/30/2025	\$206.04	
	Instructional Supplies 7/01/24-5/30/25	\$197.83	
	Office Supplies 7/02/24 - 5/30/25	\$72.67	
	OFFICE/OPERATIONAL SUPPLIES, 7/01/24 - 5/31/25	\$19.53	
	OFFICE/OPERATIONAL SUPPLIES, 7/01/24 - 5/31/25	\$54.92	
	OFFICE/OPERATIONAL SUPPLIES, 7/01/24 - 5/31/25	\$64.83	
	MEDICAL SUPPLIES, 7/01/24 - 5/30/25	\$114.16	
	INSTRUCTIONAL SUPPLIES VALID 8-6-2024 TO 5-31-2025	\$189.51	
	LVC LRC Operational-Office supplies 8.9.24-5.30.25	\$147.25	
	BOOKS FOR LIBRARY	\$888.31	
	Instructional Supplies for the EMS Academy,	\$57.61	
	Vet Tech Instructional Supplies: 1/29/25 - 5/30/25	\$138.00	
	OFFICE SUPPLIES VALID 1-29-25 TO 5-30-25	\$143.89	
	FOOD SUPPLIES FOR WELLNESS PROGRAM,	\$111.70	
	INSTRUCTIONAL SUPPLIES: 8-06-2024 to 5-31-2025	\$258.87	
	Office Supplies, 3-11-25 to 5-30-25	\$226.67	
	LVC Library Books: 8.09.24 - 5.31.25	\$40.76	
		\$3,700.11	CT 25055950
American Business Machines	Staple Cartridge J1-L1 50 sheets, Item #6707A001AC	\$64.16	
		\$64.16	CT 25055951
American Cleaners & Laundry Inc	DRY CLEANING FOR TABLE DRAPES; INV #031825 8029	\$210.00	
		\$210.00	CT 25055952
American Fidelity Assurance Co	premiums voluntary plans payroll deduct 03.31.25	\$38,792.85	
		\$38,792.85	CT 25055953
	premiums flex spend accts payroll deduct 03.31.25	\$13,617.63	
		\$13,617.63	CT 25055954
	EE Premiums HSA Payroll Deduction 03.31.25	\$8,777.25	
		\$8,777.25	CT 25055955
American Star Tours, Inc.	Bus Service - AHC Baseball - 3.11.2025	\$1,400.00	
	Bus Services - AHC Baseball - 3.15.2025	\$1,400.00	
	Bus Service - AHC Womens Swim - 3.15.2025	\$2,605.00	
	Bus Service - AHC Softball - 3.10.2025	\$3,535.00	
	Bus Service - AHC Swim Team - 3.19.2025	\$7,205.00	
		\$16,145.00	CT 25055956
Aquapulse Chemicals	Aqua-Chlor 12.5%	\$2,349.00	
	Hydrochloric Acid 15%	\$324.62	

16-42
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Aquapulse Chemicals	Energy Fuel Charge	\$196.68	
		\$2,870.30	CT 25055957
Assoc CA Community College Admin	Payroll Deduction 03.31.25	\$109.89	
		\$109.89	CT 25055958
BC Pump Sales And Service	Labor to Teardown, Clean, & Rebuild Pump located a Grundfos Seal Kit	\$255.00	
	Freight	\$411.49	
		\$15.89	
		\$682.38	CT 25055959
Donna Beal	Food and supply reimbursement for Pathways to Food and supply reimbursement for Pathways to	\$111.86	
		\$32.58	
		\$144.44	CT 25055960
Bio-Rad Laboratories	Forensic DNA Fingerprinting Kit	\$656.00	
	Electrophoresis Buffer	\$18.06	
	Freight	\$31.89	
		\$705.95	CT 25055961
C.S.E.A. Chapter 251 Dues - AHC	Payroll Deduction 03.31.25	\$480.00	
		\$480.00	CT 25055962
C.S.E.A. Victory Club	Payroll Deduction 03.31.25	\$165.50	
		\$165.50	CT 25055963
CA School Employees Association	Payroll Deduction 3.31.25 & 6.10.24	\$9,035.39	
		\$9,035.39	CT 25055964
California Department Of Justice	Live Scans February 2025 Invoice #799847	\$1,681.00	
		\$1,681.00	CT 25055965
California Electric Supply	Electrical-Lighting Supplies, 07-01-24 thru Electrical-Lighting Supplies, 12-09-24 - 05-31-25	\$96.40	
		\$1,517.06	
		\$1,613.46	CT 25055966
Carolina Biological	Biology Labs Supplies: 07-01-24 thru 05-31-25	\$74.10	
		\$74.10	CT 25055967
Carr's Boot Shop	Safety boots for employees: 7-01-24 to 6-30-25	\$166.38	
		\$166.38	CT 25055968
CDW Government Inc	Brother ADS 3100- document scanner-	\$653.13	
	Brother Workhorse MFC-L8395CDW-	\$494.80	
	Dell Latitude 5450 AI Ready 14" Intel Core Ultra	\$36,424.18	
	Recycling Fee 4" to Less than 15"	\$120.00	
	Brother HL-L2460DW-Printer, CDW #7796188	\$316.66	
	Dell OptiPlex 7020, CDW #7852454,	\$904.68	
	Dell 24 Monitor P2524H, CDW #7878797	\$197.85	
	Dell Pro Wireless Keyboard & Mouse, CDW #6403806	\$47.37	
	Recycling Fee, 15" to Less than 35"	\$5.00	

16-43
Allan Hancock College
Warrant Register
 Check Dates from 3/1/2025 to 3/31/2025
 Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$39,163.67	CT 25055969
Central Coast Truck Center	2016 Freightliner Cascadia Stock #281259	\$43,442.36	
	Title Fee for 2016 Freightliner Cascadia	\$27.00	
	Document Fee for 2016 Freightliner Cascadia	\$92.44	
		\$43,561.80	CT 25055970
Citrin Cooperman Advisors LLC	Additional Hours for Intune Initiatives Ongoing Ad	\$787.50	
		\$787.50	CT 25055971
Daniel Cox	Reimbursement for Safety Shoes	\$195.70	
		\$195.70	CT 25055972
Demco Inc	OFFICE SUPPLIES, 3/11/25 - 5/30/25	\$117.67	
		\$117.67	CT 25055973
Dept Of Forestry & Fire Protection	Low Angle Rescue Operational- LARRO1293 B155	\$2,400.00	
		\$2,400.00	CT 25055974
DMQ Catering LLC	Catering for Pathways to Success event, 3/4/25.	\$9,603.75	
		\$9,603.75	CT 25055975
Electronic Parts Store	Up/Down Switch for LVC Dump Trailer. Invoice #	\$27.13	
		\$27.13	CT 25055976
Envoy Plan Services Inc.	Payroll Deduction 03.31.25	\$134,928.75	
		\$134,928.75	CT 25055977
FACCC Fac Assoc CA Comm Colleges	Payroll Deduction 03.31.25	\$239.00	
		\$239.00	CT 25055978
Faculty Association of AHCC	Payroll Deduction 03.31.25	\$10,004.17	
		\$10,004.17	CT 25055979
Federal Express Corp	Mailings for Acct #1104-8488	\$32.11	
		\$32.11	CT 25055980
Fisher Scientific Co Llc	Fisherbrand Powder Free Nitrile Gloves; Medium	\$198.12	
		\$198.12	CT 25055981
Follett Heg - Ahc Bookstore	CTE Library Books	\$1,323.49	
		\$1,323.49	CT 25055982
Foodbank Of Santa Barbara County	Food for Foodshare and Basic Needs Food Pantry for	\$857.24	
		\$857.24	CT 25055983
Franchise Tax Board	Payroll Deduction 03.31.25	\$932.17	
		\$932.17	CT 25055984
	Payroll Deduction 03.31.25 court order collections	\$468.22	
		\$468.22	CT 25055985
Full Compass Systems Ltd	Powercon to Powercon 6ft 14g	\$190.26	
	True1 to True 1, 10ft, 14AWG	\$260.95	

16-44
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$451.21	CT 25055986
Greenvale Tree Co	Removal of dead Eucalyptus trees at PSTC on LVC	\$3,975.00	
	Tree Trimming - 2 Ash Trees, west side of Building	\$3,750.00	
		\$7,725.00	CT 25055987
Lisa Hernandez	Reimbursement for postage for POST Pellet B	\$13.85	
		\$13.85	CT 25055988
Historic Santa Maria Inn	Student Emergency Hotel- Chantele Lopez	\$775.26	
	Student Emergency Hotel- Chantele Lopez	\$525.26	
		\$1,300.52	CT 25055989
Home Depot	Instructional Supplies for Fire Academy	\$21.72	
	Instructional Supplies for Fire Academy	\$30.65	
	Supplies for Bio Labs: 07/01/24 - 05/30/25	\$46.59	
	Instructional Supplies for EMS Academy	\$62.89	
	Instructional Supplies, 9/09/24 to 5/30/25	\$36.92	
		\$198.77	CT 25055990
IRS ACS Support	Payroll Deduction 03.31.25	\$101.75	
		\$101.75	CT 25055991
Jay Cee Trophy	Small Name Plates- Jonathan Figg	\$9.79	
		\$9.79	CT 25055992
Mariana Jordan	AHC Balloons for Pathways to Success event held on	\$1,000.00	
		\$1,000.00	CT 25055993
JplusJ Photography	Photo Booth Services for Graduation on 05/23/25:	\$150.00	
		\$150.00	CT 25055994
Kelly Spicers Stores	Office Supplies - Paper, Wide Format and Bindery	\$233.45	
	Office Supplies - Paper, Wide Format and Bindery	\$2,053.20	
	Office Supplies - Paper, Wide Format and Bindery	\$233.45	
		\$2,520.10	CT 25055995
Koehler Plumbing Inc	Backflow Device Test and Reports (4)	\$250.00	
	Backflow Device Test and Reports	\$0.00	
	Backflow Device Test and Reports	\$2,100.00	
		\$2,350.00	CT 25055996
Lazer Media	30-second Ad 2025 Term 4 Classes	\$408.00	
		\$408.00	CT 25055997
Liebert Cassidy Whitmore	Professional Legal Services: 7/01/24 - 6/28/25	\$1,025.00	
	Professional Legal Services: 7/01/24 - 6/28/25	\$82.00	
	Professional Legal Services: 7/01/24 - 6/28/25	\$4,641.00	
		\$5,748.00	CT 25055998
Lifesigns, Inc	Sign Language Interpreter Services, 9/19/2024 -	\$444.00	
		\$444.00	CT 25055999
Local Copies Etc. Inc.	Livescan Services, Invoice #140215	\$25.00	
		\$25.00	CT 25056000

16-45
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
Lowes	Instructional Supplies Art, 8/29/2024 - 5/30/2025	\$134.57	
		\$134.57	CT 25056001
Bethany Markee	Reimbursement for instructional supplies for	\$70.40	
		\$70.40	CT 25056002
Kristen Marshall	PAYROLL DEDUCTION 03/31/2025	\$1,600.00	
		\$1,600.00	CT 25056003
Dorine Mathieu	Reimbursement for food supplies for Pre-Travel	\$38.93	
	Reimbursement for express postage for fieldtrip	\$34.97	
		\$73.90	CT 25056004
Mission Linen Supply	Laundry Services for Automotive Collision Repair:	\$21.13	
	Laundry Services for Automotive Technology Program	\$34.60	
	Kitchen linen service for Culinary Arts	\$47.00	
	Kitchen linen service for Culinary Arts	\$47.00	
	Laundry Services for Automotive Technology Program	\$34.60	
	Laundry Services for Automotive Collision Repair:	\$21.13	
		\$205.46	CT 25056005
ODP Business Solutions LLC	Office Supplies for General & Noncredit Counseling	\$422.46	
	Office Operational Supplies 7/1/24 to 5/30/25	\$187.37	
	Adtl Office Supplies 03/07/25 - 5/30/2025	\$157.34	
	INSTRUCTIONAL SUPPLIES:	\$143.07	
	INSTRUCTIONAL SUPPLIES:	\$29.10	
		\$939.34	CT 25056006
Orcutt Union School District	Reimbursement for Concur Enroll EDUC 130	\$6,000.00	
	Reimbursement for Concur Enroll HIST 102 HIST 108	\$21,000.00	
	Reimbursement for Concur Enroll MATH 121	\$6,000.00	
	Reimbursement for Concur Enroll MATH 123	\$8,000.00	
	Reimbursement for Concur Enroll PROD 301	\$9,000.00	
	Reimbursement for Concur Enroll SPAN 101	\$15,000.00	
		\$65,000.00	CT 25056007
PARS Public Agency Retirement	PAYROLL DEDUCTION 03/31/2025	\$7,366.44	
		\$7,366.44	CT 25056008
Part Time Faculty AHC - Member	PAYROLL DEDUCTION 03/31/2025	\$11,003.47	
		\$11,003.47	CT 25056009
Patterson Veterinary Supply Inc	Instructional Supplies, 9-19-24 - 5-30-25	\$69.25	
	Instructional Supplies, 9-19-24 - 5-30-25	\$352.35	
	Instructional Supplies, 9-19-24 - 5-30-25	\$542.81	
	Instructional Supplies, 9-19-24 - 5-30-25	\$10.18	
		\$974.59	CT 25056010
Perry'S Electric Motors & Controls	10HP 1800RPM 215T TEFC PREM EFF WORLDWIDE MOTOR	\$1,091.67	

16-46
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$1,091.67	CT 25056011
PING Inc	Hoofer Zip Bag Order #5740151	\$1,598.63	
	Logo Application (3 Logos Per Bag)	\$326.25	
	Logo Set-Up	\$130.50	
	Shipping Fee	\$100.00	
		\$2,155.38	CT 25056012
PPG Architectural Finishes Inc	Supplies per Invoice 812320005026	\$134.80	
		\$134.80	CT 25056013
Proquest Llc	BOOKS FOR LIBRARY	\$29.63	
		\$29.63	CT 25056014
Rise Above Fire Training & Tools LLC	See-Thru Practice Padlock	\$16.31	
	DDT Mini J-Tool	\$21.75	
	Rise Above Throught-the-Lock Tool Kit	\$532.88	
	Adz-Maul, 10 lb + celtex foam grip	\$125.06	
	Lucky 7 Axe, 36" black fiberglass handle	\$168.56	
	Deadbolt Dummy Lock-Pulling Prop + Fully Drilled	\$119.63	
	Shipping and Handling	\$85.49	
		\$1,069.68	CT 25056015
San Luis Obispo County Community College District	Cost-Reimbursement Subaward Agreement for	\$1,116.63	
		\$1,116.63	CT 25056016
Santa Barbara County Sheriff	PAYROLL DEDUCTION 03/31/2025	\$476.59	
		\$476.59	CT 25056017
Santa Barbara County Sheriff's Office	PAYROLL DEDUCTION 03/31/2025	\$960.53	
		\$960.53	CT 25056018
Santa Barbara Police Department	CLETS Services Jul 1, 2024 - Dec 31, 2024 Invoice	\$194.11	
		\$194.11	CT 25056019
Santa Maria Times	ANNUAL SUBSCRIPTION FOR SANTA YNEZ VALLEY NEWS	\$35.00	
	ANNUAL SUBSCRIPTION FOR THE LOMPOC RECORD	\$90.00	
		\$125.00	CT 25056020
Santa Ynez Valley Union High School District	Reimbursement for Concur Enroll AT 100	\$4,000.00	
	Reimbursement for Concur Enroll ATH 104	\$3,000.00	
	Reimbursement for Concur Enroll FILM 110	\$8,000.00	
	Reimbursement for Concur Enroll HIST 108	\$12,000.00	
	Reimbursement for Concur Enroll MMAC 126	\$3,000.00	
	Reimbursement for Concur Enroll POLS 103	\$6,000.00	
		\$36,000.00	CT 25056021
Save Mart Supermarkets	Food Supplies for Children's Center,	\$208.71	
	Food Supplies for Children's Center,	\$314.64	
	Food Supplies for Children's Center,	\$313.32	

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Save Mart Supermarkets	Food Supplies for Children's Center,	\$253.47	CT 25056022
	Food Supplies for Children's Center,	\$294.55	
	Food Supplies for Children's Center,	\$254.63	
	Food Supplies for Children's Center,	\$143.67	
		\$1,782.99	
SLO Safe Ride	Transportation Services for CSU Fresno, 3/7/25.	\$3,081.88	CT 25056023
	Bus Transportation to CSU Stanislaus and	\$5,325.05	
		\$8,406.93	
Smart & Final	Bulldog Bites 11.14.24 - 6.30.25	\$762.99	CT 25056024
	Snacks UTC workshops and Transfer Student Summit,	\$110.41	
	Food and Beverage Purchases for Men's Support	\$157.86	
	Food for Student Lunch Locker- Santa Maria,	\$410.51	
	Food for Non-credit HOEC Classes: 2/05/25 to	\$51.38	
	Food for Non-credit HOEC Classes: 2/05/25 to	\$12.99	
	Food & Drink Supplies for MESA/STEM Workshops &	\$107.36	
	Food for Student Lunch Locker- Santa Maria,	\$155.08	
	EOPS+ Food - Student Activities, 7/01/24 - 5/30/25	\$150.92	
	Food and Beverage Purchases for Men's Support	\$153.66	
		\$2,073.16	
	Food for Children's Center 11-1-24 to 6-30-25	\$267.32	CT 25056025
		\$267.32	
	Food for Culinary Arts Instruction: 2/05/25 -	\$57.96	CT 25056026
	Food for Culinary Arts Instruction: 2/05/25 -	\$689.04	
	Food for Culinary Arts Instruction: 2/05/25 -	\$469.99	
		\$1,216.99	
Smith Pipe & Supply Inc	Supplies for AHC Grounds Dept. - 1.28.2025 thru	\$928.28	CT 25056027
	Supplies for AHC Grounds Dept. - 1.28.2025 thru	\$186.69	
	Supplies for AHC Grounds Dept. - 1.28.2025 thru	\$25.37	
	Supplies for AHC Grounds Dept. - 1.28.2025 thru	\$92.87	
	Supplies for AHC Grounds Dept. - 1.28.2025 thru	\$188.16	
	Speed Zone Gal Turf Herbicide	\$238.05	
	King Black Gray IRR Connector	\$107.66	
	Ranger Pro Herbicide	\$263.86	
	\$2,030.94		
Sport & Cycle Team Athletics Inc	UA W's Tee to Green Polo, Black, 1/S. Item #	\$35.88	CT 25056028
	UA W's Rival Fleece 1/2 Zip, Black, 1/S. Item #	\$39.14	
	UA M's Match Play Polo, Black, 1/S, 1/M, 1/L, 1/XL.	\$143.51	
	UA M's Rival Fleece 1/4 Zip , Black, 1/S, 1/M,	\$143.51	
	Shipping	\$31.17	
	\$393.21		
Strata Information Group	Banner DBA & ODS Support Services per SOW13818-	\$1,440.00	CT 25056029
		\$1,440.00	
Streator Pipe & Supply	Clearflow Dielectric Nipple per Invoice S1791893.	\$18.40	
	Raypak Header Oring Kit per Invoice S1791910.001	\$70.69	

16-48
Allan Hancock College
Warrant Register
Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Vendor Name	Description	Amount	Warrant
		\$89.09	CT 25056030
Troesh Coleman Pacific Inc	Decomposed Granite Gold per Invoice #35805	\$182.04	
	Decomposed Granite Gold	\$117.19	
		\$299.23	CT 25056031
Trojan Petroleum, Inc	Gasoline Purchases: 07-01-24 thru 6-30-25.	\$7,719.00	
		\$7,719.00	CT 25056032
Uline Inc	ULINE UTILITY CART 45 X 25 X 33", GRAY	\$157.69	
	Shipping and Handling	\$39.08	
		\$196.77	CT 25056033
United Parcel Service	UPS Charges, 7-1-24 thru 6-30-25, Account	\$149.87	
	UPS Charges, 7-1-24 thru 6-30-25, Account	(\$131.87)	
	UPS Charges, 7-1-24 thru 6-30-25, Account	\$2,123.41	
	UPS Charges, 7-1-24 thru 6-30-25, Account	(\$1,565.65)	
		\$575.76	CT 25056034
United Way of the Central Coast	PAYROLL DEDUCTION 03/31/2025	\$30.00	
		\$30.00	CT 25056035
Vestis Services LLC	Towel Service for PSTC	\$51.40	
	Towel Service for PSTC	\$51.41	
		\$102.81	CT 25056036
Yankee Book Peddler Inc	BOOKS FOR LIBRARY	\$1,917.33	
		\$1,917.33	CT 25056037
Timothy Beard	Manual Refund Submitted	\$363.00	
		\$363.00	CT 25056038
Brisa Benavides	Manual Refund Submitted	\$1,000.00	
		\$1,000.00	CT 25056039
Travis Brockway	Manual Refund Submitted	\$26.00	
		\$26.00	CT 25056040
Maria Islas	Manual Refund Submitted	\$100.00	
		\$100.00	CT 25056041
Mark Johnson	Manual Refund Submitted	\$150.00	
		\$150.00	CT 25056042
Michael Klusyk	Manual Refund Submitted	\$364.00	
		\$364.00	CT 25056043
Bettyann Kurokawa	Manual Refund Submitted	\$10.00	
		\$10.00	CT 25056044
Christopher Maselli	Manual Refund Submitted	\$924.00	
		\$924.00	CT 25056045
Alejandro Padilla	Manual Refund Submitted	\$184.00	
		\$184.00	CT 25056046

16-49

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: CT

Vendor Name	Description	Amount	Warrant
Rick Perez	Manual Refund Submitted	\$81.63	
		\$81.63	CT 25056047
Manuela Rueda	Manual Refund Submitted	\$300.00	
		\$300.00	CT 25056048
Teresa Sanchez Salgado	Manual Refund Submitted	\$600.00	
		\$600.00	CT 25056049

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025
Bank Code: CT

Fund and Reversal Summary

Totals By Fund:

Total for General Fund 9410	\$3,097,429.65
Total for Bond Interest & Redemption Fund 9421	\$0.00
Total for Child Development Fund 9433	\$107,390.78
Total for Capital Outlay Project Fund 9441	\$172,532.50
Total for General Obligation Bond Fund 9447	\$129,439.80
Total for Dental Self-Insurance Fund 9461	\$65,927.00
Total for Self-Insurance Health Exam Fund 9462	\$0.00
Total for Self-Insurance, Property, & Liability Fund 9463	\$20,561.44
Total for Post-Employment Benefits Fund 9469	\$0.00
Total for Student Body Center Fee Trust Fund 9473	\$0.00

16-51

Allan Hancock College

Warrant Register

Check Dates from 3/1/2025 to 3/31/2025

Bank Code: RC

Vendor Name	Description	Amount	Warrant
Santa Barbara County Sheriffs Office	Small claims process services	\$50.00	
		<hr/>	
		\$50.00	RC 40000255

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT	
March-25	
ACRONYMS	
19six Architects	Nineteen Six Architects (Formerly PMSM)
4imprint	NO ACRONYM
ABV Scoreboard Services, Inc	NO ACRONYM
ACTLA	Association of Colleges for Tutoring & Learning Assistance
AHC-Auxiliary Programs Corporation	Allan Hancock College - Auxiliary Corporation
AHC- District Trust Fund	Allan Hancock College- District Trust Fund
AHC Foundation	Allan Hancock College Foundation
AHC - Part - Time Faculty Association	Allan Hancock College - Part Time Faculty Association
AHC-RCF	Allan Hancock College - Revolving for Cash Fund
Associated Students UCLA	Associated Students University of California Los Angeles
AXON Enterprise Inc	NO ACRONYM
B&B Steel	NO ACRONYM
BC Pumps Sales and Service	Bill Caldwell Pumps Sales and Service
Bio-Rad Laboratories	NO ACRONYM
CALM	Child Abuse Listening Mediation
C.S.E.A. Chapter 251 Dues AHC	California School Employees Association Chapter 251 Dues Allan Hancock College
C.S.E.A. Victory Club	California School Employees Association Victory Club
Community College Assn of Mesa Directors	Mathematics, Computer Science, Electronics and Engineering
CCC Calworks Association	California Community Colleges Calworks Association
CDW Government Inc	Computer Discount Warehouse Government Inc
DMQ Catering	Doug Maria Quintana Catering
DTS Hunter Service Inc	Dwight, Tonya, Stevens Hunter Service Inc
EKC Enterprises Inc	NO ACRONYM
FACCC	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
FS.COM Inc	Fiberstore.com Inc
Global CTI Group, Inc	Global Computer Telephony Integration Group, Inc
H2I Group Inc	Haldeman-Homme
IPS Group INC	International Parking Systems
IRS ACS Support	Internal Revenue Service Automated Collection System Support
J B Dewar	NO ACRONYM
JplusJ Photography	Josh plus Jenny Photography
KNN Public Finance LLC	NO ACRONYM
LG Inspection LLC	Leach Group, INC
LN Curtis & Sons	NO ACRONYM
MAACO Auto Painting and Bodyworks	Martino Anthony A Company
Metlife Small Market	Metropolitan Life Small Market
MES Service Company LLC	Municipal Emergency Services
NAEMT	National Association of Emergency Medical Technicians
ODP Business Solutions, LLC	Office Depot Business Solutions, LLC
OPTIV SECURITY INC	NO ACRONYM
PARS	Public Agency Retirement System
Part Time Faculty AHC-Member	Part Time Faculty Allan Hancock College Member
PING Inc	NO ACRONYM
PPG Architectural Finishes	Pittsburgh Paints & Glass Architectural Finishes
SISC III	Self Insured Schools of California
SLO Pest and Termite	San Luis Obispo Pest and Termite
SLO Safe Ride	San Luis Obispo Safe Ride
Splash N Dash	Splash and Dash
VenTERRA	NO ACRONYM
VTC Enterprises	Vocational Training Center Enterprises

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Approval of Employee Personnel Actions	Item Number: 11.B.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 2

BACKGROUND

In an effort to condense and streamline the information provided to the board of trustees and to eliminate the use of pronouns, the following personnel actions in the subsequent Excel document are recommended:

FISCAL IMPACT

The fiscal impact is included in the following pages.

RECOMMENDATION

Staff recommends the board of trustees approve the following personnel actions as presented.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
---	--------------------

Classified Staff - Appointments, Promotions and Transfers								
Name	Action	Assignment	Department or Division	Effective Date	Salary	Months and FTE	Reason/Comment	
1	Hamlin, Tyffani	appointment	EOPS Technical Specialist	EOPS+	05/21/25	26-C	12-FT	Replace Lilian Ojeda
Fiscal Impact 2024-2025 Fiscal Year								
1							\$	10,808.00

Classified Staff - Out-of-Class Assignments								
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.								
Name	Assignment	Department or Division	Effective Dates		From	To	Reason/Comment	
1	Adams, Ramon	police officer	Campus Police	03/01/25-06/30/25	31-F	31-F, plus 5 percent	Performing duties outside of the job description	
2	Millard, David	chief police	Campus Police	04/14/25-06/14/25	4-C (SS#40)	10-A (SS#30)	Replace Cathy Farley	
Fiscal Impact 2024-2025 Fiscal Year								
1	unrestricted general fund						\$	1,821.00
2	unrestricted general fund						\$	3,401.00

Short-Term/On-Call, Substitutes, Professional Experts						
Special Note: 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.						
** Important Notice: New employees are not to begin working until clearance has been confirmed from the Human Resources office.						
Name	Action	Position Title	Dates	Hourly	Duties/Responsibilities	
1	Amenta, Jules	short-term	instructional aide III	05/05/25-06/30/25	\$ 20.00	During the recruitment of a permanent position
2	Ayala, Oliver	short-term	program specialist	07/01/25-07/31/25	\$ 18.50	Provide support as Math Center Facilitator
3	Braun, Douglas	substitute	winery operations specialist	04/28/25-06/30/25	\$ 40.65	During the recruitment of a permanent position
4	Combs, Michele	short-term	instructional aide VI	07/01/25-06/30/26	\$ 36.00	EMS, Fire, Law Enforcement Programs
5	Garcia, Eddie	substitute	grounds maintenance	04/11/25-06/30/25	\$ 20.00	On-call substitute for vacation, sick leave, or vacancy
6	Lemus, Ahtziry	short-term	program specialist	07/01/25-07/31/25	\$ 18.50	Provide support as Math Center Facilitator
7	Martinez, Isabel Marie	short-term	program assistant IV	04/22/25-06/30/25	\$ 24.00	Support essential accounting functions in Auxiliary Accounting Services
8	McGill, Brent	short-term	instructional aide VI	07/01/25-06/30/26	\$ 36.00	EMS, Fire, Law Enforcement Programs
9	Norris, Kelsie	substitute	winery operations specialist	04/17/25-06/16/25	\$ 51.88	During the recruitment of a permanent position
10	Rayas, Jacqlyn	short-term	program assistant III	05/01/25-06/30/25	\$ 20.00	Support outreach efforts
11	Stenglein, Brielle	short-term	program specialist	07/01/25-07/31/25	\$ 18.50	Provide support as Math Center Facilitator
12	Velazquez, Danielle	short-term	program specialist	07/01/25-07/31/25	\$ 18.50	Provide support as Math Center Facilitator
13	Zepeda, Sandy	short-term	program assistant V	01/01/25-06/30/25	\$ 26.00	Assist in the Early Childhood Studies Program

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Approval of Part-time Faculty Appointments, Regular Faculty Overload Assignments and Special Assignments/Stipends	Item Number: 11.C.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 23

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 2024-2025 and 2025-2026 fiscal years.

RECOMMENDATION

Staff recommends 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:
--	--------------------

**FULL-TIME FACULY OVERLOAD ASSIGNMENTS
SPRING 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		ENGLISH		
Romo, Alina	40723	ENGL 103	Critical Thinking & Composition	.027
Wills, Kacie	40182	ENGL 101	Freshman Comp: Exposition	.018
		LIBRARY		
Olmeda, Sharaya	Assigned	LIBR	Librarian – SM	.250
		WORK EXPERIENCE EDUCATION		
Frazier, Yvon	42311	WEE	Work Experience Education	.032
Frazier, Yvon	42375	WEE	Work Experience Education	.008
Geraghty, Sian	42361	WEE	Work Experience Education	.008

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SPRING 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		EARLY CHILDHOOD STUDIES		
Caddell, Alice	42372	ECS 116	Teaching in a Diverse Society	.200
		EMERGENCY MEDICAL SERVICES PARAMEDIC		
Rouleau, Kati		EMSP 343	Paramedic Clinical Practicum	.110
Rouleau, Kati	41053	EMSP 353	Paramedic Internship	.147
Weisenberg, Patrick	41053	EMSP 353	Paramedic Internship	.110
		FIRE TECHNOLOGY		
Asmus, Travis	40756	FT 308	Firefighter 1 Academy 1B	.117
Baldwin, Colby	40756	FT 308	Firefighter 1 Academy 1B	.059
Brannen, Eric	40756	FT 308	Firefighter 1 Academy 1B	.088
Burch, William	40756	FT 308	Firefighter 1 Academy 1B	.177
D'Andrea, Dana	40756	FT 308	Firefighter 1 Academy 1B	.029
Davis, Steven	40756	FT 308	Firefighter 1 Academy 1B	.159
Crotty, John	40756	FT 308	Firefighter 1 Academy 1B	.153
Good, Kevin	42240	FT 306	Firefighter1 Pre Academy	.029
Hart, Kevin	40756	FT 308	Firefighter 1 Academy 1B	.092
Hart, Stanley	42240	FT 306	Firefighter1 Pre Academy	.059
Hughey, Thomas	40756	FT 308	Firefighter 1 Academy 1B	.154
Markley, John	40756	FT 308	Firefighter 1 Academy 1B	.059
Markley, John	42240	FT 306	Firefighter1 Pre Academy	.092
Martinez, Christopher	40756	FT 308	Firefighter 1 Academy 1B	.029
Martinez, Essex	40756	FT 308	Firefighter 1 Academy 1B	.059
McMann, Scott	40756	FT 308	Firefighter 1 Academy 1B	.029
Orr, Howard	40756	FT 308	Firefighter 1 Academy 1B	.159
Owen, Jack	40756	FT 308	Firefighter 1 Academy 1B	.067
Paige, Brandon	40756	FT 308	Firefighter 1 Academy 1B	.109
Shay, Kevin	40756	FT 308	Firefighter 1 Academy 1B	.092
Stevens, Nicole	40756	FT 308	Firefighter 1 Academy 1B	.059
Stevens, Nicole	42240	FT 306	Firefighter1 Pre Academy	.029
Vernon, Sherman	40756	FT 308	Firefighter 1 Academy 1B	.044
Ziff, Angela	40756	FT 308	Firefighter 1 Academy 1B	.088
		LAW ENFORCEMENT		
Bianchi, Catherine	42230	LE 330	Core Custody Academy	.088
Buck, Vincent	42292	LE 424	PC 832 Arrest and Control	.033
Callahan, Kenneth	42230	LE 330	Core Custody Academy	.027
Camarena, Juan	42230	LE 330	Core Custody Academy	.107
Consorti, Nicholas	42230	LE 330	Core Custody Academy	.025
Delgado, Matthew	42230	LE 330	Core Custody Academy	.033
Gotschall, Christopher	42230	LE 330	Core Custody Academy	.033
George, Kenneth	42292	LE 424	PC 832 Arrest and Control	.105
Gomez, Ruben	41112	LE 425	PC 832 Firearms	.051
Greene, Jeffrey	42230	LE 330	Core Custody Academy	.052
Madrigal, Hector	42230	LE 330	Core Custody Academy	.029
Magana, Jorge	42230	LE 330	Core Custody Academy	.029
Olmstead, Brian	42230	LE 330	Core Custody Academy	.033
Payne, Christopher	41112	LE 425	PC 832 Firearms	.051
Rauchhaus, Kristina	42230	LE 330	Core Custody Academy	.033
River, Lisa	42292	LE 424	PC 832 Arrest and Control	.037
Smiley, Michael	41112	LE 425	PC 832 Firearms	.093

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SPRING 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Valle, Jesus	42230	LE 330	Core Custody Academy	.029
Waits, Jared	42230	LE 330	Core Custody Academy	.088
Wilson, John	41112	LE 425	PC 832 Firearms	.051
LIBRARY				
Meddings, Nancy	Assigned	LIBL	Librarian – LVC	.014
Weinschenk, Ethan	Assigned	LIBR	Librarian – SM	.007
MEDICAL ASSISTING				
Blitch, Hilary	40734	MA 356	MA Job Success Externship	.206
NURSING				
Ogletree, Rebecca	40224	NURS 103	RN Practicum 1	.029
WORK EXPERIENCE EDUCATION				
Carson, Marcus	42366	WEE	Work Experience Education	.008
Carson, Marcus	42342	WEE	Work Experience Education	.008
Gambriel, Steven	42255	WEE	Work Experience Education	.080
George, Kayla	42343	WEE	Work Experience Education	.008

**PART-TIME FACULTY ASSIGNMENTS - NONCREDIT
SPRING 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		ADULT BASIC SKILLS		
Ayres, Amanda	40563	BASK 7015	Reading and Writing Lab	.043
Ford, Katherine	40563	BASK 7015	Reading and Writing Lab	.033
Henderson, Bruce	40563	BASK 7015	Reading and Writing Lab	.039
Mahon, Richard	40563	BASK 7015	Reading and Writing Lab	.036
Meza, Ryan	40563	BASK 7015	Reading and Writing Lab	.013
Shattuck, Patrick	40563	BASK 7015	Reading and Writing Lab	.018
		TRUCK DRIVING PROGRAM		
Diaz, Rodolfo	42406	TRCK 7801	Yard Skills	.027
Diaz, Rodolfo	42407	TRCK 7802	Public Road Truck Driving	.034
Drake, William	42396	TRCK 7801	Yard Skills	.027
Drake, William	42397	TRCK 7802	Public Road Truck Driving	.034
Drake, William	42398	TRCK 7801	Yard Skills	.027
Drake, William	42399	TRCK 7802	Public Road Truck Driving	.034
Lowery, Herod	42382	TRCK 7801	Yard Skills	.027
Lowery, Herod	42392	TRCK 7801	Yard Skills	.027
Lowery, Herod	42393	TRCK 7802	Public Road Truck Driving	.034
Lowery, Herod	42405	TRCK 7801	Yard Skills	.027
Lowery, Herod	42408	TRCK 7802	Public Road Truck Driving	.034
Martinez, Merari	42387	TRCK 7801	Yard Skills	.027
Martinez, Merari	42388	TRCK 7802	Public Road Truck Driving	.034
Mills, Daniel	42389	TRCK 7801	Yard Skills	.027
Mills, Daniel	42390	TRCK 7802	Public Road Truck Driving	.034
Salazar, Abel	42391	TRCK 7801	Yard Skills	.027

**FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
ACCOUNTING				
Darwin, Brent	10547	ACCT 131	Financial Accounting 1	.212
Darwin, Brent	10135	ACCT 131	Financial Accounting 1	.212
Darwin, Brent	10136	ACCT 132	Financial Accounting 2	.212
Darwin, Brent	10137	ACCT 140	Managerial Accounting	.212
AGRIBUSINESS				
Krier, Erin	10575	AG 192	Ag Production Enterprise, Summer	.276
ANTHROPOLOGY				
Stokes, Brian	10028	ANTH 101	Intro to Biological Anthropology	.212
Stokes, Brian	10029	ANTH 102	Intro to Cultural Anthropology	.212
Stokes, Brian	10565	ANTH 103	Intro to Archaeology	.212
ART				
Hood, John	10016	ART 101	Art Appreciation	.212
Hood, John	10115	ART 101	Art Appreciation	.212
Hood, John	10017	ART 101	Art Appreciation	.212
BIOLOGY				
Doyle, Timothy	10002	BIOL 100	Introductory Biology	.398
Hadley, Wendy	10160	BIOL 120	Humans & the Environment	.212
Hadley, Wendy	10101	BIOL 120	Humans & the Environment	.212
BUSINESS				
Bryant, Robert	10158	BUS 101	Introduction to Business	.212
Bryant, Robert	10097	BUS 101	Introduction to Business	.212
Bryant, Robert	10072	BUS 102	Marketing	.212
Comstock, Marie	10138	BUS 110	Business Law	.212
Comstock, Marie	10043	BUS 110	Business Law	.212
Comstock, Marie	10197	BUS 160	Business Communications	.212
CHEMISTRY				
Houlis, James	10005	CHEM 120	Introductory Chemistry	.392
Houlis, James	10744	CHEM 120	Introductory Chemistry	.316
Hughes, Michael	10006	CHEM 120	Introductory Chemistry	.392
Hughes, Michael	10745	CHEM 120	Introductory Chemistry	.316
Nouri, Dustin	10145	CHEM 110	Chemistry and Society	.391
Schultz, Spencer	10074	CHEM 120	Introductory Chemistry	.392
COMMUNICATIONS STUDIES				
Auten, Diane	10657	COMM 103	Interpersonal Communication	.212
Auten, Diane	10658	COMM 110	Intercultural Communication	.212
COMPUTER SCIENCE				
Wagner, Michael	10008	CS 102	Intro to Computing with HTML	.212
Wagner, Michael	10715	CS 111	Fundamentals of Programming 1	.283
Wagner, Michael	10071	CS 112	Fundamentals of Programming 2	.283
COUNSELING				
Easton, Sarah	Assigned	COUN	LAP Counseling	.100
Marsalek, Lisa	Assigned	COUN	LAP Counseling	.100

**FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Millan, Jose	Assigned	COUN	Counseling EOPS Program	.015
Navarrette, Ricardo	Assigned	COUN	Counseling EOPS Program	.015
Reed, Christine	Assigned	COUN	MESA Counseling	.700
Runkle, Kerry	Assigned	COUN	LAP Counseling	.113
Tuan, Juanita	Assigned	COUN	Counseling EOPS Program	.210
Villa, Kiri	Assigned	COUN	Counseling EOPS Program	.105
DENTAL ASSISTING				
Gisclon, Amy	10073	ECS 102	Child Health, Safety & Nutrition	.066
EARLY CHILDHOOD STUDIES				
Frazier, Yvon	10247	ECS 102	Child Health, Safety & Nutrition	.212
Roepke, Thesa	10104	ECS 100	Child Growth and Development	.212
Roepke, Thesa	10248	ECS 103	Intro to Early Childhood	.212
Roepke, Thesa	10746	ECS 118	Practicum: Preschool	.365
ENGLISH				
Carroll, Christopher	10701	ENGL 104	Technical Writing	.234
Carroll, Christopher	10693	ENGL C1001	Critical Thinking and Writing	.225
Carroll, Christopher	10697	ENGL C1001	Critical Thinking and Writing	.225
Guido Brunet, Melanie	10098	ENGL 106	Creative Writing	.234
Guido Brunet, Melanie	10691	ENGL 102	Freshman Comp: Literature	.212
Jozwiak, Jennifer	10128	ENGL 110	Grammar for College and Career	.212
Kopecky, Susannah	10699	ENGL 180	Harry Potter and Realms of the	.212
Nunez, Christina	10689	ENGL C1000	Academic Reading and Writing	.306
Nunez, Christina	10694	ENGL C1001	Critical Thinking and Writing	.234
Raybould-Rogers, Julia	10692	ENGL C1001	Critical Thinking and Writing	.234
Raybould-Rogers, Julia	10696	ENGL C1001	Critical Thinking and Writing	.234
Romo, Alina	10700	ENGL 131	American Lit 1865 to Present	.212
Romo, Alina	10684	ENGL C1000	Academic Reading and Writing	.306
Senior, Robert	10684	ENGL C1000	Academic Reading and Writing	.306
Senior, Robert	10711	ENGL C1000	Academic Reading and Writing	.306
ETHNIC STUDIES				
Becerra-Valencia, Lynn	10495	ES 120	Chicano History	.211
FAMILY AND CONSUMER SCIENCE				
Selby, Megan	10713	FCS 130	Consumer and Family Finance	.212
Selby, Megan	10193	FCS 131	Life Management	.212
FILM				
Hite, Christopher	10743	FILM 105	Film and Television Writing I	.272
Webb, Timothy	10753	FILM 102	Hollywood & the American Film	.272
Webb, Timothy	10754	FILM 103	Contemporary Latin American Film	.272
GEOGRAPHY				
Straub, Christopher	10057	GEOG 101	Physical Geography	.212
Straub, Christopher	10091	GEOG 102	Human Geography	.212

**FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
GEOLOGY				
Schroeder, Feride	10203	GEOL 141	Environmental Geology	.212
HEALTH EDUCATION				
Aye, Tyson	10086	HED 100	Health and Wellness	.212
Melena, Jennifer	10022	HED 100	Health and Wellness	.212
Provencio, Charles	10557	HED 100	Health and Wellness	.208
HISTORY				
Bierly, Gary	10031	HIST 101	World Civilizations to 1600	.212
Bierly, Gary	10032	HIST 102	World Civilizations Since 1500	.212
Bierly, Gary	10082	HIST 105	Western Civilizations Since 165	.212
Hall, Roger	10033	HIST 107	US History to 1877	.212
Hall, Roger	10034	HIST 108	US History 1877 to Present	.212
Hall, Roger	10035	HIST 119	History of California	.212
Straub, Christopher	10233	HIST 120	Chicano History	.212
INTERCOLLEGIATE ATHLETICS				
Aye, Tyson	10076	PEIA 195	Intercollegiate Conditioning	.077
Dutra, Kristopher	10785	PEIA 195	Intercollegiate Conditioning	.319
Maumausolo, Scia	10747	PEIA 195	Intercollegiate Conditioning	.074
Stevens, Christopher	10748	PEIA 195	Intercollegiate Conditioning	.071
KINESIOLOGY				
Aye, Tyson	10670	KIN 100	Introduction to Kinesiology	.212
Aye, Tyson	10669	KIN 100	Introduction to Kinesiology	.212
LIBRARY				
Kopecky, Susannah	Assigned	LIBR	Library - SM	.150
Olmeda, Sharaya	Assigned	LIBR	Library - SM	.240
MATHEMATICS				
Chung, Eui	10206	MATH 100	Nature of Modern Mathematics	.234
Chung, Eui	10143	MATH 123S	Support for Math 123: Elementary Statistics	.156
King, Scott	10127	MATH 181	Calculus 1	.378
King, Scott	10141	MATH 182	Calculus 2	.378
Novoa, Karina	10127	MATH 181	Calculus 1	.383
Novoa, Karina	10246	MATH 182	Calculus 2	.383
West, Elizabeth	10011	MATH 141	Precalculus	.433
Yavari, Mina	10010	MATH 131	College Algebra	.306
Yavari, Mina	10109	MATH 141	Precalculus	.444
Youngblood, Brian	10566	MATH 105	Mathematics for Teachers	.383
MULTIMEDIA ARTS AND COMMUNICATION				
Geraghty, Sian	10280	MMAC 115	Introduction to Animation	.380
MUSIC				
Dechaine, Nichole	10117	MUS 100	Music Appreciation	.212
NURSING				
Bellrose, Joann	10210	NURS 416	Certified Home Health Aide	.376

**FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Bellrose, Joann	10784	NURS 416	Certified Home Health Aide	.188
Conner, Bethany	10780	NURS 328	Clinical Lab 2	.199
Conner, Bethany	10015	NURS 335	Skin and M-skeletal Conditions	.175
Conner, Bethany	10162	NURS 422	EKG/Monitor Observer	.100
Deleija, Luz	10791	NURS 328	Clinical Lab 2	.037
Deleija, Luz	10780	NURS 328	Clinical Lab 2	.033
Maxson, Shavaun	10780	NURS 328	Clinical Lab 2	.099
Maxson, Shavaun	10791	NURS 328	Clinical Lab 2	.037
Wolfram, Leanne	10793	NURS 320	Care of Older Adults	.126
Wolfram, Leanne	10013	NURS 327	GI and Urinary Condition	.175
PARALEGAL STUDIES				
Comstock, Marie	10261	PLGL 106	Case Management	.212
PERSONAL DEVELOPMENT				
Souza, Brooke	10163	PD 114	Navigating University Transfer	.075
Souza, Brooke	10152	PD 115	Career Planning	.075
PHOTOGRAPHY				
Anderson, Shane	10170	PHTO 101	History of Photography	.212
Anderson, Shane	10742	PHTO 110	Basic Photography	.379
PHYSICAL EDUCATION				
Aye, Tyson	10722	PE 140	Physical Fitness Lab	.083
Dutra, Kristopher	10722	PE 140	Physical Fitness Lab	.274
Maumausolo, Scia	10722	PE 140	Physical Fitness Lab	.083
Melena, Jennifer	10722	PE 140	Physical Fitness Lab	.054
Stevens, Christopher	10723	PE 121	Swim Fitness Lab	.179
Stevens, Christopher	10722	PE 140	Physical Fitness Lab	.095
PHYSICAL SCIENCE				
Schroeder, Feride	10781	PHSC 199A	Colorado Plateau	.100
PHYSICS				
Youngblood, Brian	10161	PHYS 110	Introductory Physics	.212
Youngblood, Brian	10059	PHYS 110	Introductory Physics	.208
POLITICAL SCIENCE				
	10038	POLS 101	Intro to Political Science	.212
Patrick, Frederic	10664	POLS C1000	American Government & Politics	.212
Patrick, Frederic	10663	POLS C1000	American Government & Politics	.212
SCIENCE TECH ENGINEERING MATH				
Reed, Christine	10142	STEM 100	STEM Success Strategies	.075
SOCIOLOGY				
McNeil, Daniel	10041	SOC 101	Intro to Sociology	.212
McNeil, Daniel	10122	SOC 101	Intro to Sociology	.212
McNeil, Daniel	10108	SOC 110	Intro to Marriage and Family	.212
Restrepo, Alberto	10042	SOC 102	Social Problems	.212
Restrepo, Alberto	10056	SOC 120	Race and Ethnic Relations	.212

**FULL-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
SPANISH				
Diaz, Claudia	10065	SPAN 101	Elementary Spanish I	.350
Diaz, Claudia	10114	SPAN 102	Elementary Spanish II	.350
STATISTICS				
Appel, Jeffrey	10587	STAT C1000	Introduction to Statistics	.383
Appel, Jeffrey	10586	STAT C1000	Introduction to Statistics	.383
Eachus, Christopher	10585	STAT C1000	Introduction to Statistics	.392
Mitchem, Jon	10579	STAT C1000	Introduction to Statistics	.378
Mitchem, Jon	10581	STAT C1000	Introduction to Statistics	.378
WELDING TECHNOLOGY				
Marquez, Gabriel	10129	WLDT 106	Beginning Welding	.379
Marquez, Gabriel	10674	WLDT 315	Metal Fabrication	.485

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
		ACCOUNTING		
Cardoza, Travis	10196	ACCT 131	Financial Accounting 1	.211
		ADMINISTRATION OF JUSTICE		
Jacinto, Holly	10183	AJ 101	Intro to Criminal Justice	.212
		AGRIBUSINESS		
Smith, Dennis	10790	AG 165	Qualified Applicator Training	.139
		AMERICAN SIGN LANGUAGE		
Grigor, Emily	10284	ASL 120	American Sign Language 1	.217
Grigor, Emily	10285	ASL 120	American Sign Language 1	.217
Rivera, Maria	10064	ASL 120	American Sign Language 1	.217
Rivera, Maria	10130	ASL 121	American Sign Language 2	.217
		ARCHITECTURE		
Sturas, Jonas	10812	ARCH 111	Arch. Graphics & Design I	.379
		ART		
Rayburn, Lauren	10168	ART 120	Drawing 1	.409
Smith, Brandon	10478	ART 120	Drawing 1	.409
Springer, Mitchell	10811	ART 160	Ceramics 1	.400
Tellefson, Tellef	10124	ART 101	Art Appreciation	.208
Tellefson, Tellef	10063	ART 101	Art Appreciation	.208
Thayer, Jill	10018	ART 101	Art Appreciation	.211
		ASTRONOMY		
Tavakkoly, Aundrea	10253	ASTR 100	Elementary Astronomy	.212
		AUTOMOTIVE TECHNOLOGY		
Hernandez Ferniza, Roberto	10480	AT 100	Automotive Fundamentals	.392
		BIOLOGY		
Rus Alvarez, Ana	10100	BIOL 100	Introductory Biology	.398
Tillery, Joseph	10004	BIOL 100	Introductory Biology	.398
Vassey, Terry	10004	BIOL 100	Introductory Biology	.398
		BUSINESS		
Cremaresa, Anne	10550	BUS 363	Management Conflict	.034
Murray, Earl	10548	BUS 360	Introduction to Supervision	.034
Murray, Earl	10549	BUS 362	Management: People Skills	.034
Murray, Earl	10551	BUS 365	Managing Teams	.034
Murray, Earl	10552	BUS 367	Managing Change	.034
Murray, Earl	10553	BUS 377	Managing Service Quality	.034
Sherrod, Jerry	10554	BUS 389	Customer Service: Series	.034
		BUSINESS INFORMATION SYSTEMS		
Ramirez, Elisa	10139	CBIS 371	Intro to Excel	.075
		BUSINESS OFFICE TECHNOLOGY		
Ramirez, Elisa	10076	CBOT 100	Keyboarding	.075

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Ramirez, Elisa	10044	CBOT 131	Intro to Word Processing	.212
CHEMISTRY				
Davis, Natalia	10007	CHEM 120	Introductory Chemistry	.392
COMMUNICATION STUDIES				
Frauenheim, Megan	10650	COMM C1000	Public Speaking	.217
Miller, Leslie	10647	COMM C1000	Public Speaking	.217
Miller, Leslie	10644	COMM C1000	Public Speaking	.217
Paoello, Angelina	10652	COMM C1000	Public Speaking	.217
Paoello, Angelina	10717	COMM C1000	Public Speaking	.217
Paoello, Angelina	10716	COMM C1000	Public Speaking	.217
Silva, Amy	10655	COMM 102	Small Group Communication	.208
Silva, Amy	10653	COMM 102	Small Group Communication	.217
Silva, Amy	10648	COMM C1000	Public Speaking	.208
Silva, Amy	10645	COMM C1000	Public Speaking	.208
Valdez, Josue	10646	COMM C1000	Public Speaking	.217
Valdez, Josue	10649	COMM C1000	Public Speaking	.208
Valdez, Josue	10651	COMM C1000	Public Speaking	.208
Ward, Amy	10642	COMM C1000	Public Speaking	.217
Ward, Amy	10643	COMM C1000	Public Speaking	.217
COUNSELING				
Teniente, Cecelia	Assigned	COUN	SEAP Counseling – Other Duties	.014
Teniente, Cecelia	Assigned	COUN	SEAP Counseling	.057
CULINARY ARTS				
Arrowsmith, Anna	10541	CA 121	Basic Baking and Pastry	.336
Arrowsmith, Anna	10543	CA124	Sanitation, Safety & Equipment	.212
King, Suzanne	10540	CA 120	Principles of Food 1	.400
Peters, Dawn	10544	CA 325	Specialty Cakes – Baking	.262
DANCE				
Kim, Young	10786	DANC 186	Dance Production	.186
Segura, Monique	10786	DANC 186	Dance Production	.186
EARLY CHILDHOOD STUDIES				
Caddell, Alice	10356	ECS 104	Principles and practices	.212
Caddell, Alice	10545	ECS 116	Teaching in a Diverse Society	.212
Clayton, Michelle	10125	ECS 100	Child Growth and Development	.205
Morris, Holly	10714	ECS 100	Child Growth and Development	.205
Rattanatrav, Vanni	10095	ECS 101	Child, Family and Community	.205
Robertson, Donna Michelle	10502	ECS 100	Child Growth and Development	.205
Robertson, Donna Michelle	10095	ECS 101	Child, Family and Community	.205
ECONOMICS				
Curry, Barbara	10030	ECON 102	Principles of Micro Economics	.212
Seygalus-Gershkova, Alina	10174	ECON 101	Principles of Macro Economics	.212

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Seygalus-Gershkova, Alina	10113	ECON 101	Principles of Macro Economics	.212
EMERGENCY MEDICAL SERVICES				
Pucciarelli, William	10102	EMS 306	CPR for Healthcare Providers	.033
Pucciarelli, William	10245	EMS 306	CPR for Healthcare Providers	.033
Roehl, Susan	10118	EMS 300	Intro to Emergency Medical Services	.067
Scally, Brian	10119	EMS 102	First Aid & Safety	.222
Scally, Brian	10096	EMS 306	CPR for Healthcare Providers	.033
ENGINEERING TECHNOLOGY				
Pena-Sosa, Daniel	10054	ET 100	Computer-Aided Drafting	.309
ENGLISH				
Hidinger, Matthew	10685	ENGL C1000	Academic Reading and Writing	.306
Hidinger, Matthew	10683	ENGL C1000	Academic Reading and Writing	.306
Huk, Peter	10687	ENGL C1000	Academic Reading and Writing	.309
Licoscos, Christine	10802	ENGL C1000	Academic Reading and Writing	.306
Meza, Ryan	10803	ENGL C1000	Academic Reading and Writing	.306
Miller, Mark	10682	ENGL C1000	Academic Reading and Writing	.306
Miller, Mark	10695	ENGL C1001	Critical Thinking and Writing	.228
Solorio, Jessica	10810	ENGL C1000	Academic Reading and Writing	.306
ENGLISH AS A SECOND LANGUAGE				
Muscio, Michael	10804	ELD 501	Intermediate Grammar	.270
Taylor-Burns, Cynthia	10659	ELD 513	Pronunciation	.217
ETHNIC STUDIES				
Gamboa, Miguel	10188	ES 121	African American History	.211
FILM				
Simonsen, Michele	10019	FILM 101	Film Art & Communication	.272
FOOD SCIENCE AND NUTRITION				
Gariepy, Chantal	10105	FSN 109	Basic Nutrition for Health	.205
Gariepy, Chantal	10148	FSN 109	Basic Nutrition for Health	.212
Kohlen, Corinne	10094	FSN 110	Nutrition Science	.212
Kohlen, Corinne	10090	FSN 110	Nutrition Science	.212
GEOGRAPHY				
Chaudhari, Rajni	10153	GEOG 101	Physical Geography	.212
Chaudhari, Rajni	10570	GEOG 103	World Regional Geography	.211
Chaudhari, Rajni	10569	GEOG 103	World Regional Geography	.211
HEALTH EDUCATION				
Dodd, Connor	10799	HED 100	Health and Wellness	.208
Hermann, Edward	10201	HED 100	Health and Wellness	.221
Nickason, Scott	10023	HED 100	Health and Wellness	.212
Sebastiani, Dominic	10808	HED 100	Health and Wellness	.208
Weare, Myrna	10025	HED 100	Health and Wellness	.221
Wolter, Kenna	10190	HED 100	Health and Wellness	.212

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
HEALTH SERVICES				
Redding-Stewart, Deborah	Assigned	Health	Health Service	.081
Smiht, Dalia	Assigned	Health	Health Service	.101
HISTORY				
Buckarma, Chad	10185	HIST 101	World Civilization to 1600	.212
Hall, Kari	10083	HIST 118	US History	.212
Moon, Danelle	10269	HIST 120	Chicano History	.211
Moon, Danelle	10231	HIST 121	African American History	.212
Moreno, Michelle	10106	HIST 118	US History	.211
HUMAN SERVICES				
Gossner, Joseph	10271	HUSV 101	Introduction to Human Services	.205
Weaver, Frank	10272	HUSV 110	Alcohol, Other Drugs, and Addiction	.205
INTERCOLLEGIATE ATHLETICS				
Aguilar, Rick	10797	PEIA 195	Intercollegiate Conditioning	.319
Ayers, Deanna	10798	PEIA 195	Intercollegiate Conditioning	.074
Kichler, Buddy	10801	PEIA 195	Intercollegiate Conditioning	.234
Phillips, Megan	10805	PEIA 195	Intercollegiate Conditioning	.074
Smith, Danah	10809	PEIA 195	Intercollegiate Conditioning	.078
Vinnedge, Billy	10813	PEIA 195	Intercollegiate Conditioning	.234
Wolter, Kenna	10814	PEIA 195	Intercollegiate Conditioning	.157
LIBRARY				
Beck, Colleen	Assigned	Library	Librarian - SM	.093
Buckarma, Sunshyne	Assigned	Library	Librarian - LVC	.324
Cohn, Kellye	Assigned	Library	Librarian - SM	.324
Downey, Jennifer	Assigned	Library	Librarian - SM	.324
Headtker, Denise	Assigned	Library	Librarian - SM	.084
Hopper, Michelle	Assigned	Library	Librarian - SM	.039
Lara, Karina	Assigned	Library	Librarian - SM	.111
Moore, Mary Michelle	Assigned	Library	Librarian - SM	.216
Pierini, Rosalyn	Assigned	Library	Librarian - SM	.144
Polacek, Kelly	Assigned	Library	Librarian - SM	.020
Rivera, Destiny	Assigned	Library	Librarian - SM	.048
Velati Tirona, Virginia	Assigned	Library	Librarian - SM	.074
Weinschenk, Ethan	Assigned	Library	Librarian - SM	.086
Yurasek, James	Assigned	Library	Librarian - SM	.279
MACHINING & MANUFACTURING TECHNOLOGY				
Flores, John	10175	MT 109	Survey of Machining and Mfg.	.507
MATHEMATICS				
Barker, Laurie	10567	MATH 121	Trigonometry	.208
Barker, Laurie	10207	MATH 131	College Algebra	.283
Brennan, Marcia	10205	MATH 100	Nature of Modern Mathematics	.208
MUSIC				
Becker, David	10202	MUS 106	World Music Appreciation	.212
Coelho, Jerry	10281	MUS 110	Music Fundamentals	.144

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
NURSING				
Aguirre, Giselle	10780	NURS 328	Clinical Lab 2	.199
Benitez, Ana	10780	NURS 328	Clinical Lab 2	.037
Ellis Kathryn	10780	NURS 328	Clinical Lab 2	.165
Ghiglia, Gidget	10780	NURS 328	Clinical Lab 2	.199
Goodin, Rosalind	10780	NURS 328	Clinical Lab 2	.033
Lehne, Michelle	10780	NURS 328	Clinical Lab 2	.147
Miller, Jacqueline	10780	NURS 328	Clinical Lab 2	.298
Page, Randolph	10780	NURS 328	Clinical Lab 2	.265
PHILOSOPHY				
Britton, Christopher	10273	PHIL 105	Ethics	.211
Heiges, Kenneth	10110	PHIL 114	Critical Thinking	.234
Tennberg, Chris	10037	PHIL 101	Survey of Philosophy	.212
Tennberg, Chris	10103	PHIL 102	Existence & Reality	.212
Tennberg, Chris	10107	PHIL 121	Religions of the Modern World	.212
PHOTOGRAPHY				
Velasquez, Mark	10282	PHTO 110	Basic Photography	.379
PHYSICAL EDUCATION				
Atencio, Daniel	10250	PE 154	Jogging/Walking	.135
Ayers, Deanna	10111	PE 120	Beginning & Intermediate Swim	.135
Ayers, Deanna	10723	PE 121	Swim Fitness Lab	.215
Ayers, Deanna	10722	PE 140	Physical Fitness Lab	.071
Dodd, Connor	10723	PE 121	Swim Fitness Lab	.143
Dodd, Connor	10800	PE 146	Strength and Flexibility	.135
Koivisto, Patricia	10184	PE 118	Indoor Cycle	.135
Koivisto, Patricia	10112	PE 132	Cardio Kickboxing	.135
Koivisto, Patricia	10199	PE 133	Beginning Yoga Fitness	.135
Koivisto, Patricia	10144	PE 133	Beginning Yoga Fitness	.135
Nickason, Scott	10722	PE 140	Physical Fitness Lab	.142
Schuetz-Jones, Deborah	10807	PE 129	First Aid-CPR: Educator/Coach	.067
Sebastiani, Dominic	10722	PE 140	Physical Fitness Lab	.180
Wolter, Kenna	10559	PE 146	Strength and Flexibility	.135
PHYSICAL SCIENCE				
Kitao, Eiko	10781	PHSC 199A	Colorado Plateau	.442
POLITICAL SCIENCE				
Sprecher, Christopher	10662	POLS C1000	American Government & Politics	.212
Sprecher, Christopher	10661	POLS C1000	American Government & Politics	.211
PSYCHOLOGY (CCN)				
Makena, Kristin	10665	PSYC C1000	Introduction to Psychology	.211
SOCIOLOGY				
Jeung, Jensen	10213	SOC 101	Intro to Sociology	.211

SPANISH

**PART-TIME FACULTY ASSIGNMENTS - CREDIT
SUMMER 2025**

INSTRUCTOR	CRN	COURSE	COURSE NAME	FTE
Leon Peralta, Hilda	10026	SPAN 101	Elementary Spanish I	.333
Leon Peralta, Hilda	10116	SPAN 101	Elementary Spanish I	.333
Leon Peralta, Hilda	10792	SPAN 101	Elementary Spanish I	.200
Ruvalcaba Heredia, Erica	10150	SPAN 101	Elementary Spanish I	.350
Ruvalcaba Heredia, Erica	10792	SPAN 101	Elementary Spanish I	.133
Ruvalcaba Heredia, Erica	10189	SPAN 101	Elementary Spanish I	.350
THEATRE				
Bolen, Jason	10787	THEA 198AA	Topics-Theatrical Performance	.039
Bolen, Jason	10788	THEA 198AB	Topics Theatrical Performance	.043
Bolen, Jason	10789	THEA 310	Beg Summer Tour Rep Production	.152
Cannon, Jacob	10788	THEA 198AB	Topics Theatrical Performance	.043
Cannon, Jacob	10789	THEA 310	Beg Summer Tour Rep Production	.152
Carriere, Rebekah	10788	THEA 198AB	Topics Theatrical Performance	.043
Carriere, Rebekah	10789	THEA 310	Beg Summer Tour Rep Production	.152
Hogan, Abigail	10787	THEA 198AA	Topics-Theatrical Performance	.039
Hogan, Abigail	10788	THEA 198AB	Topics Theatrical Performance	.043
Hogan, Abigail	10789	THEA 310	Beg Summer Tour Rep Production	.152
Hogan, Tim	10787	THEA 198AA	Topics-Theatrical Performance	.039
Hogan, Tim	10788	THEA 198AB	Topics Theatrical Performance	.043
Hogan, Tim	10789	THEA 310	Beg Summer Tour Rep Production	.152
Kinnon, Molly	10788	THEA 198AB	Topics Theatrical Performance	.043
Kinnon, Molly	10789	THEA 310	Beg Summer Tour Rep Production	.152
Marszalkowski, Paul	10788	THEA 198AB	Topics Theatrical Performance	.043
Marszalkowski, Paul	10789	THEA 310	Beg Summer Tour Rep Production	.152
Palumbo, Michael	10788	THEA 198AB	Topics Theatrical Performance	.043
Palumbo, Michael	10789	THEA 310	Beg Summer Tour Rep Production	.152
Soper, Cody	10788	THEA 198AB	Topics Theatrical Performance	.043
Soper, Cody	10789	THEA 310	Beg Summer Tour Rep Production	.152
Walker, George	10788	THEA 198AB	Topics Theatrical Performance	.043
Walker, George	10789	THEA 310	Beg Summer Tour Rep Production	.152
Wilson, Klara	10787	THEA 198AA	Topics-Theatrical Performance	.039
Wilson, Klara	10788	THEA 198AB	Topics Theatrical Performance	.043
Wilson, Klara	10789	THEA 310	Beg Summer Tour Rep Production	.152
Zielke, Jon	10787	THEA 198AA	Topics-Theatrical Performance	.039
Zielke, Jon	10788	THEA 198AB	Topics Theatrical Performance	.043
Zielke, Jon	10789	THEA 310	Beg Summer Tour Rep Production	.152
VITICULTURE AND ENOLOGY				
Fuller, Richard	10564	VEN 142	Viticulture Operations 6	.161

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

INSTRUCTOR District Funded	ASSIGNMENT	DOLLAR AMOUNT
Camarena, Juan	To provide not-for-credit training via contract education: Ventura County Sheriff Academy (4/9/25).	\$696.08
Cohn, Kellye	Library program review, academic year 2024-25: yearly planning update/core topic: academic and services support (1/21/25 - 5/16/25).	\$500.00
Darwin, Brent	Accounting program review, academic year 2024-2025: yearly planning update/core topic: enrollment trends and efficiency (1/21/25 - 5/16/25).	\$500.00
Derry, Jody	CBOT program review, academic year 2024-2025: yearly planning update/core topic: enrollment trends and efficiency (1/21/25 - 5/16/25).	\$500.00
Diaz, Rodolfo	Assisting and instructing students with DMV exam prep and Class A driving exam (4/7/25).	\$235.76
Dickel, Jason	To provide not-for-credit training via contract education: Golden West 4/17/25).	\$606.00
Dickel, Jason	To provide not-for-credit training via contract education (4/11/25).	\$606.00
Drake, William	Assisting and instructing students with DMV exam prep and Class A driving exam (4/4/25).	\$308.30
Esparza, Ruben	To provide not-for-credit training via contract education: Golden West 4/15/25).	\$568.72
Garcia, Jesus	To provide not-for-credit training via contract education: Golden West 4/17/25).	\$568.72
Garcia, Jesus	To provide not-for-credit training via contract education: Golden West (4/11/25).	\$568.72
Garcia, Jesus	To provide not-for-credit training via contract education (3/15/25 - 3/16/25).	\$1,421.80
Garrett, William	To provide not-for-credit training via contract education - Specialized Investigators Basic Course (4/25/25).	\$307.36
Garrett, William	To provide not-for-credit training via contract education: Golden West (4/15/25 - 4/18/25).	\$2,458.88
Garrett, William	To provide not-for-credit training via contract education: Golden West (4/7/25 - 4/11/25).	\$2,458.88
George, Kayla	Per Article 13.5 evaluator compensation for observation of Michael Tillery (4/8/25).	\$200.00
George, Kenneth	To provide not-for-credit training via contract education - Golden West (4/8/25 - 4/10/25).	\$1,273.44
Greene, Jeffrey	To provide not-for-credit training via contract education: Golden West (4/15/25 - 4/16/25).	\$1,137.44

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Halderman, Anthony	To provide asynchronous tutoring for writing center paper submission program (3/16/25).	\$112.78
Heredia, Horacio	Assist with spring 2025 Folklorico invitational concert choreography. The dance concert trust will cover the cost (3/24/25 - 5/21/25).	\$1,500.00
Lopez, Joe	To provide not-for-credit training via contract education: Golden West (4/16/25 - 4/18/25).	\$2,440.32
Lopez, Joe	To provide not-for-credit training via contract education: Golden West (4/9/25 - 4/11/25).	\$1,626.88
Lowery, Herod	Assisting and instructing students with DMV exam prep and Class A driving exam (4/11/25).	\$272.03
Lowery, Herod	Assisting and instructing students with DMV exam prep and Class A driving exam (4/7/25).	\$199.49
Lowery, Herod	Assisting and instructing students with DMV exam prep and Class A driving exam (3/28/25).	\$435.24
Lowery, Herod	Assisting and instructing students with DMV exam prep and Class A driving exam (3/17/25).	\$163.22
Madrigal, Hector	To provide not-for-credit training via contract education: Specialized Investigators Basic Course (4/25/25).	\$334.20
Magana, Jorge	To provide not-for-credit training via contract education: Specialized Investigators Basic Course (4/25/25).	\$295.92
Magana, Jorge	To provide not-for-credit training via contract: Golden West (4/14/25 - 4/18/25).	\$2,959.20
Magana, Jorge	To provide not-for-credit training via contract education: Golden West (4/7/25 - 4/11/25).	\$2,959.20
Manalo, Lauro	Registered nursing program review, academic year 2024-25: yearly planning update/core topic: education and industry partnerships (4/1/25 - 5/21/25).	\$500.00
Martinez, Merari	Assisting and instructing students with DMV exam prep and Class A driving exam (4/18/25).	\$272.03
Martinez, Merari	Assisting and instructing students with DMV exam prep and Class A driving (3/21/25).	\$259.50
McDonald, Jeffrey	To provide not-for-credit training via contract education: Golden West (4/8/25 - 4/9/25).	\$1,015.52
McMahon, Michael	To assist students in the writing center during study-a-thon (5/15/25 - 5/19/25).	\$243.36

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
McMahon, Michael	To provide a writing center workshop for students, including research and presentation "Common Sentence Errors" (4/23/25).	\$121.68
Miller, Andre	To provide not-for-credit training via contract education: Golden West (4/18/25).	\$507.76
Miller, Andre	To provide not-for-credit training via contract education: Golden West (4/11/25).	\$507.76
Mitchell, Michael	To provide not-for-credit training via contract education: Golden West (4/10/25).	\$507.76
Murray, Thomas	Assisting and instructing students with DMV exam prep and Class A driving exam (3/24/25).	\$272.03
Neumann, Timothy	To provide not-for-credit training via contract education: Specialized Investigators Basic Course (4/25/25).	\$331.44
Neumann, Timothy	To provide not-for-credit training via contract education: Golden West (4/7/25 - 4/11/25).	\$2,651.52
Perkins, Michael	To provide not-for-credit training via contract education: Golden West (4/18/25).	\$662.88
Perkins, Michael	To provide not-for-credit training via contract education: Long Beach Academy (2/14/25).	\$662.88
Runkle, Kerry	Program review, academic year 2024-25 (2/26/25).	\$500.00
Valle, Jesus	To provide not-for-credit training via contract education - Golden West (4/14/25 - 4/16/25).	\$1,706.16
Valle, Jesus	To provide not-for-credit training via contract education: Golden West (4/8/25 - 4/10/25).	\$1,706.16
Vasquez, Frank	To provide not-for-credit training via contract education - Specialized Investigators Basic Course (4/25/25).	\$331.44
Wong, Sebastian	Six hours of administrative time per month for the paramedic program, spring 2025 semester performing duties for our accreditation process (1/1/25 - 5/1/25).	\$1,347.30

Grant Funded

Becerra Valencia, Lynn	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$180.00
Bisson, Christine	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Carson, Marc	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$220.00
Conrad, Alexandria	Health care access and wellness coach designated education program curriculum work, including development and redesign of curriculum, delivery support and assessment of course needs (1/1/25 - 5/30/25).	\$14,400.00
Delute, Diane	To provide mentorship and tutoring to MESA students in engineering courses (2/5/25 - 5/14/25).	\$1,200.64
Derry, Jody	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$240.00
Diaz, Miguel	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$183.00
Eachus, Christopher	Common course numbering, convert MATH 123 - Elementary Statistics to STAT C1000 – Introduction to Statistics (9/16/25 - 10/31/25).	\$400.00
Eulloqui, Angelica	Week of Discovery 2025 coordination and provide STEM student outreach throughout the summer (6/1/25 - 8/8/25).	\$2,820.00
Farrington, Susan	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$169.00
Feickert, Kabrina	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$160.00
Frazier, Yvon	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$240.00
Frazier, Yvon	Provide coordination support for the ECS apprenticeship planning grant (3/1/25 - 5/12/25).	\$900.00
Freeland, Clint	Men's support group meeting dates, planning, organizing, setting up group speakers, research, tracking participation, and recruitment (1/21/25 - 5/21/25).	\$1,920.00
Gisclon, Amy	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00
Gisclon, Amy	RERP grant supported scope of work by preparing and placing qualified candidates in paid work experience opportunities throughout the Northern Santa Barbara County (2/1/25 - 5/31/25).	\$1,500.00
Gloeckner, Robin	Provide curriculum and course support to the dental assisting coordinator to complete and revise the California Dental	\$1,168.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
	Board course applications (4/1/25 - 5/20/25).	
Gloeckner, Robin	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$187.00
Gloeckner, Robin	RERP grant supported scope of work by preparing and placing qualified candidates in paid work experience opportunities throughout the Northern Santa Barbara County (2/1/25 - 5/31/25).	\$5,000.00
Gottheimer, Lee	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$117.00
Grijalva, Nicholas	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$120.00
Grijalva, Nicholas	RERP grant supported scope of work by preparing and placing qualified candidates in paid work experience opportunities throughout the Northern Santa Barbara County (2/1/25 - 5/31/25).	\$5,000.00
Hall, Roger	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$210.00
Hammill, Marc	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00
Healy, Elaine	Coordination and participation for the tutor expo (4/5/25).	\$540.00
Heimel, Jacqueline	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$167.00
Henderson, Bruce	To assist students in the writing center during study-a-thon (5/14/25).	\$113.38
Hernandez, David	Men's support group every other Wednesday to discuss challenges in their personal, academic, and career life. Provided tips for coping with these challenges as well as group counseling to learn from each other's strength and areas of improvement (2/20/25 - 5/5/25).	\$300.00
Kopecky, Susie	To provide asynchronous tutoring for writing center paper submission program (3/2/25).	\$30.00
Krier, Erin	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00
Krier, Erin	RERP grant supported scope of work by preparing and placing qualified candidates in paid work experience opportunities throughout the Northern Santa Barbara County (2/1/25 - 5/31/25).	\$5,000.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
Kruse, Kurt	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00
Kruse, Kurt	RERP grant supported scope of work by preparing and placing qualified candidates in paid work experience opportunities throughout the Northern Santa Barbara County (2/1/25 - 5/31/25).	\$5,000.00
Manalo, Lauro	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$240.00
McGuire, Patrick	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$150.00
Mills, Daniel	Professional development training focused on the truck driving (TRCK) program (3/15/25 - 3/27/25).	\$1,432.67
Munoz, Cheo	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$179.00
Nunez, Christina	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$210.00
Nunez, Christina	Common course numbering, convert ENGL 102 - Freshman Composition Literature to ENGL C1002 - Introduction to Literature (2/4/25 - 4/14/25).	\$400.00
Pena-Sosa, Daniel	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$86.00
Raybould-Rogers, Julia	Coordination and participation for the tutor expo (4/5/25).	\$540.00
Raybould-Rogers, Julia	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$210.00
Regalado, Sarina	Assessments for the ELDV and ECSN courses (3/3/25 - 3/24/25).	\$445.10
Reyes, Benjamin	Assist with editing and running music for spring 2025 Folklorico invitational concert. The dance concert trust will cover the cost (3/24/25 - 5/21/25).	\$500.00
Rice, Amy	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00
Rice, Amy	Participation in the spring 2025 FFA Field Day event (2/10/25 - 2/15/25).	\$720.00
Roepke, Thesa	Provide coordination support for the ECS apprenticeship planning grant (4/17/25 - 5/31/25).	\$900.00
Roepke, Thesa	RERP grant supported scope of work by preparing and placing qualified candidates in paid work experience opportunities	\$5,000.00

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

INSTRUCTOR	ASSIGNMENT	DOLLAR AMOUNT
	throughout the Northern Santa Barbara County (2/1/25 - 5/31/25).	
Romo, Alina	To assist students in the writing center during study-a-thon (5/20/25).	\$120.00
Rucker, Justin	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$300.00
Sadig, Saad	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$240.00
Salazar, Abel	Professional development training focused on the truck driving (TRCK) program (3/3/25 - 3/30/25).	\$1,595.88
Santiago, Oyuki	Faculty collaborated (ELDV and ECSN) to align the ELDV curriculum with relevant ECSN courses as part of the I-BEST model (4/1/25 - 5/17/25).	\$323.28
Schug, Greg	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$209.00
Selby, Megan	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$240.00
Singh, Shehbaz	Participation in the spring 2025 FFA Field Day event (2/10/25 - 2/15/25).	\$408.56
Sprecher, Christopher	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$261.00
Tellefson, Tellef	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$160.00
Thomas, Heather	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$103.00
Tilley, Jesslyn	Participation in the spring 2025 FFA Field Day event (2/10/25 - 2/15/25).	\$338.08
Vassey, Terry	Participation in the spring 2025 FFA Field Day event (2/10/25 - 2/15/25).	\$453.52
Vickers, Corbin	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$45.00
Wambolt, Lilia	Reviewing BASK and VOCE certificates and revision of Aztec software (12/11/24 - 2/25/25).	\$376.32
Ward, Nancy Jo	Pathways to Success: a collaborative evening for early college and employer engagement (3/4/25).	\$270.00
Yuhas, Julie	Participation in the spring 2025 FFA Field Day event (2/10/25 - 2/15/25).	\$471.56

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Acceptance of Donations	Item Number: 11.D.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 1

BACKGROUND

PCPA received ShowLED animation curtains and the associated equipment to be used for theatrical backdrops, production, and instruction. This donation was received from Rose Brand Wipers, Inc. and is valued at \$48,000.

The architectural technology program received a \$600 donation from 4Creeks, Inc. to the American Institute of Architecture Students (AIAS) Club to purchase materials for the Cal Poly Design Village 2025 competition. The competition consists of designing and building a structure large enough to house six students.

Sixty-six books on horticulture and plants were donated by the Lompoc Valley Botanic and Horticultural Society from the estate of renowned Lompoc plant breeder and horticulturist, David Lemon. These books are invaluable resources for all present and future horticulture, plant science, and agriculture students at Allan Hancock College. This donation to the AHC agriculture program is valued at \$3,500.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the board of trustees accept the donation(s) as presented.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Approval of Equivalency Certification for Faculty	Item Number: 11.E.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 8

BACKGROUND

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

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

Regular Equivalency Certification

<u>Name</u>	<u>Discipline</u>
Bott, Richard	Film and Video Production
Bulone, Daniel	English (concurrent enrollment)
Wordley, Markie	Geography (concurrent enrollment)

FISCAL IMPACT

None

RECOMMENDATION

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

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

ALLAN HANCOCK COLLEGE

X	Equivalency Approval Date: April 21, 2025
	Not Approved Date:

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

NAME: Richard Bott	DIVISION: Academic Affairs
DEPARTMENT: Fine Arts	DISCIPLINE: Film and Video Production.

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

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

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

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

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

Richard Bott's qualifications meet the selected guideline through his extensive academic coursework and teaching experience in the field of art, film, and media. He has completed various courses, including ARTHI Intermediate History of Film, FILM Basic Film: Aesthetics and Method, PHOTO Intermediate Photography, SCULP Light Experiments and Technology, ARTTECH Interactive Media: Installation, FILM Intermediate Film Workshop, ARTHI African Filmmaking, SOUND Intro to Digital Sampling, and ARTHI African American Filmmaking. These courses have provided him with a strong foundation in the theoretical and practical aspects of film, photography, sculpture, and interactive media.




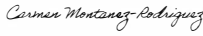
Additionally, Richard Bott's teaching experience further strengthens his qualifications. He served as a visiting professor at Pepperdine University, where he taught an upper-division level class, Art in Motion, which covered video editing, motion graphics, video mapping, and installation to create video artworks. He also taught at the University of Southern California (USC) in Los Angeles, where he instructed both Introduction to Video, a foundational class, and a Senior Independent Projections section.

Please refer to the attached CV and transcripts for further verification of Richard's qualifications.

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

Signature of Candidate:		Date:	03/11/2025
-------------------------	---	-------	------------

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

Signature of Department Chair:	Date:	Signature of Dean:	Date:
	Apr 10, 2025	 <small>Rick Rantz (Apr 11, 2025 09:43 PDT)</small>	Apr 11, 2025
Signature of Appropriate Academic or Student Services Vice President:	Date:	Signature of Committee Chair Professional Standards Committee:	Date:
	Apr 21, 2025		Apr 21, 2025
Date of Board Approval:			
May 20, 2025			

ALLAN HANCOCK COLLEGE

X	Equivalency Approval Date: April 21, 2025
	Not Approved Date:

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

NAME: Daniel Bulone	DIVISION: Academic Affairs
DEPARTMENT: English	DISCIPLINE: English

■ Master's degree in any discipline; plus 24 units of course work in the discipline of the assignment. At least 18 of these units must be graduate or upper division. (The 24 units may have been either included in or taken in addition to the master's degree.)

Master's degree in any discipline plus two years of professional experience related to the discipline of the assignment or two years of successful experience teaching a range of courses in the discipline of the assignment.

Completion of the coursework equivalent to a master's degree in the discipline or a related discipline, including at least 24 graduate semester units, when the candidate is enrolled in a Ph.D. program that does not award the master's degree.

Bachelor's degree in the discipline or related discipline, including at least 18 semester units in the discipline of the assignment, 12 of which must be upper division; plus six years of professional experience directly related to the discipline of the assignment or six years of experience teaching a range of courses in the discipline of the assignment.

In rare cases, recognized accomplishments which demonstrate expertise and skill in the field of study beyond that normally achieved through formal education. Candidate must provide conclusive evidence of attaining coursework or experience equal to the components of the required degree, including general education requirements as outlined in Title 5 section 55063. In no case will recognized accomplishments be the sole criterion for granting equivalency. (See Administrative Procedures 7211.)

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

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

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

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

My undergraduate education at Chapman University included forty-two semester units of literature classes. For the sake of comparison, this exceeds the semester equivalent of the fifty-six quarter units required by UCSB's Literature Major. Twenty-four of those units were in upper division courses. Even though Chapman modified its catalog to reduce the number of literature classes that Creative Writing BFA students took during my undergraduate degree from 2007 to 2011, I maintained my coursework on the old catalog to take more literature classes in preparation for a career in education. This also included elective upper-division coursework (such as Borges and Cortazar, and Decadence Literature) that broadened my understanding of world literature. During my MFA program at San Jose State, I earned eight graduate units in literature classes (Medieval Literature and Themes of American Literature). This means that the total amount of upper-level and graduate literature coursework I have completed is thirty-two semester units, exceeding the twenty-four units specified in the Equivalency Petition, Section 1A.

In addition to my coursework in literature, I earned upper division and graduate credit for internships and field experiences adjacent to the study of literature which have enriched my pedagogy. In particular, my work with the Chapman Writing Center combined an overlapping upper-division/graduate class in editing and composition across disciplines with a work study opportunity where I offered actionable feedback on graduate and undergraduate writing in various fields of study. As a graduate student, I fulfilled my degree's two fieldwork requirements while working full time as a classroom teacher. During the summer of 2018, I assisted in daily operations and archival work for Locus Magazine and in the fall of 2019, I worked as a teaching intern, where I offered feedback and evaluated undergraduate fiction and poetry, under the supervision of the Chair of the Creative Writing Program, Alan Soldofsky, who has since retired.

For further details, please see the attached materials.

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

Signature of Candidate:

Date:

4/10/2025

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

Signature of Department Chair:

Date:

Apr 11, 2025

Signature of Dean:

Date:

Apr 11, 2025

Signature of Appropriate Academic or Student Services Vice President:

Date:

Apr 21, 2025

Signature of Committee Chair Professional Standards Committee:

Date:

Apr 21, 2025

Date of Board Approval:

May 20, 2025

ALLAN HANCOCK COLLEGE

X	Equivalency Approval Date: May 14, 2025
	Not Approved Date:

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

NAME: Markie Wordley	DIVISION: Academic Affairs
DEPARTMENT: Geography	DISCIPLINE: Social and Behavioral Sciences

Master's degree in any discipline; plus 24 units of course work in the discipline of the assignment. At least 18 of these units must be graduate or upper division. (The 24 units may have been either included in or taken in addition to the master's degree.)

Master's degree in any discipline plus two years of professional experience related to the discipline of the assignment or two years of successful experience teaching a range of courses in the discipline of the assignment.

Completion of the coursework equivalent to a master's degree in the discipline or a related discipline, including at least 24 graduate semester units, when the candidate is enrolled in a Ph.D. program that does not award the master's degree.

Bachelor's degree in the discipline or related discipline, including at least 18 semester units in the discipline of the assignment, 12 of which must be upper division; plus six years of professional experience directly related to the discipline of the assignment or six years of experience teaching a range of courses in the discipline of the assignment.

In rare cases, recognized accomplishments which demonstrate expertise and skill in the field of study beyond that normally achieved through formal education. Candidate must provide conclusive evidence of attaining coursework or experience equal to the components of the required degree, including general education requirements as outlined in Title 5 section 55063. In no case will recognized accomplishments be the sole criterion for granting equivalency. (See Administrative Procedures 7211.)

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

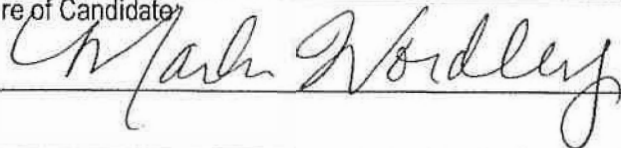
NOTE: Official copies of transcripts are required for all coursework being submitted for equivalency.

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

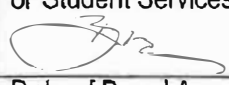
RATIONALE: Explain how the applicant's qualifications meet the selected guideline. Qualifications must be verified with appropriate documentation. Please refer to Professional Standards Guidelines for outline format. (Signature block on the reverse side of this form.)

Please see attached equivalency petition.

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

Signature of Candidate 	Date: 11/29/23
---	--------------------------

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

Signature of Department Chair: <u>Roger Hall</u> <small>Roger Hall (Apr 26, 2025 09:22 PDT)</small>	Date: Apr 26, 2025	Signature of Dean: <u>RAN</u> <small>Rick Rantz (Apr 28, 2025 09:03 PDT)</small>	Date: Apr 28, 2025
Signature of Appropriate Academic or Student Services Vice President: 	Date: 05/14/2025	Signature of Committee Chair Professional Standards Committee: <u>Carmen Montanez-Rodriguez</u>	Date: 05/14/2025
Date of Board Approval: May 20, 2025			

EQUIVALENCY PETITION FOR FACULTY POSITIONS

Applicant Name: Markie Wordley

Title of Position: Part-Time Faculty/Concurrent Enrollment with Lompoc High School

To AHC Professional Standards Committee:

I earned a Bachelor of Arts in Geography/Environmental Studies *cum laude* from the University of California, Los Angeles. Within this program, I had the opportunity to complete field research in tropical dry forest on the island of Oahu alongside Tom Gillespie, UCLA Professor of Biogeography. I also completed a special study under his research by designing and publishing a website of the survey findings in Oahu on the distribution of various tropical dry forest tree species. Whilst in my major program, I made the Dean's Honors List for 3 consecutive quarters. I successfully completed relevant upper division coursework as follows:

- GEOG 101 Coastal Geomorphology
- GEOG 106 Applied Climatology
- GEOG 108 World Vegetation
- GEOG 109 Biophysical Environment
- GEOG 110 Population and Natural Resources
- GEOG 113 Humid Tropics
- GEOG 129 Seminar Environmental Studies
- GEOG 131 Environmental Change
- GEOG 148 Economic Geography
- GEOG 169 Remote Sensing and GIS
- GEOG 172 Advanced Remote Sensing and GIS
- GEOG 191 California Geography
- GEOG 199 Special Study

I hold a Master of Arts Degree from Pepperdine University in the field of Education.

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Approval of Appointment of Department Chairs	Item Number: 11.F.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 1

BACKGROUND

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

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TERM OF OFFICE</u>
Leonard Champion	Public Safety	Leonard Champion was elected to serve a term of two years, for the academic years 2025-2026 and 2026-2027.
Marie Comstock	Business	Marie Comstock was elected to complete the final year of Jody Derry's term, starting July 1, 2025 (fall 2025) and ending in spring 2026 on June 30, 2026.

FISCAL IMPACT

The estimated cost to the unrestricted general fund is approximately \$29,640 for the 2025-2026 fiscal year, which will include department chair stipends, additional contract days, and backfill. Department chair stipends, additional contract days, and backfill for reassigned time for various departments are budgeted for each fiscal year.

RECOMMENDATION

Staff recommends the board of trustees approve the department chair appointments of Leonard Champion, Public Safety and Marie Comstock, Business, for the terms stated.

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

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Acceptance of Third Quarter Financial Status Report	Item Number: 11.G.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 4

BACKGROUND

The third quarter financial status report is a routine report which must be submitted to the State Chancellor's Office on a quarterly basis, for the first three quarters of the fiscal year. It is used to monitor the financial health of a district both as to cash flow and fiscal solvency.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the board of trustees accept the third quarter financial status report.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------

QUARTERLY FINANCIAL STATUS REPORT

(Financial Report for Fiscal Year 2024-2025, Quarter: 3)

District: ALLAN HANCOCK**District Code:** 610

I, the District Chief Business Officer, hereby certify that the information in the Quarterly Financial Status Report (CCFS-311Q) is prepared in accordance with Title 5, Section 58310 and is accurate and complete to the best of my knowledge.

Chief Business Officer:

Dennis Curran

Electronic Certification Date:

Friday, May 02, 2025

Contact: Mark Norton Budget Analyst

(805) 922-6966 Ext: 3226 mark.norton@hancockcollege.edu

The Chancellor's Office no longer requires a report to be submitted electronically (PDF) or by mail, as districts certify through the application. No further action is required by the district.

Fiscal Year: 2024		Quarter Ended: 3		As of June 30 for the fiscal year specified			
Line	Description	Actual 2021-2022	Actual 2022-2023	Actual 2023-2024	Projected 2024-2025		
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:							
A.	Revenues:						
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	75,143,858	83,337,753	88,052,018	86,584,972		
A.2	Other Financing Sources (Object 8900)	9,320,040	222,092	1,675	0		
A.3	Total Unrestricted Revenue (A.1 + A.2)	84,463,898	83,559,845	88,053,693	86,584,972		
B.	Expenditures:						
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	67,844,192	71,106,386	77,515,813	87,570,547		
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	12,946,256	7,138,691	6,372,899	5,161,877		
B.3	Total Unrestricted Expenditures (B.1 + B.2)	80,790,448	78,245,077	83,888,712	92,732,424		
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	3,673,450	5,314,768	4,164,981	(6,147,452)		
D.	Fund Balance, Beginning	18,925,704	22,599,154	27,913,922	32,078,920		
D.1	Prior Year Adjustments + (-)	0	0	0	0		
D.2	Adjusted Fund Balance, Beginning (D + D.1)	18,925,704	22,599,154	27,913,922	32,078,920		
E.	Fund Balance, Ending (C. + D.2)	22,599,154	27,913,922	32,078,903	25,931,468		
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	28.0%	35.7%	38.2%	28.0%		

		As of the specified quarter ended for each fiscal year			
Line	Description	2021-2022	2022-2023	2023-2024	2024-2025
II. Total General Fund Cash Balance (Unrestricted and Restricted)					
H.1	Cash, excluding borrowed funds	35,443,955	52,915,404	48,298,173	47,526,123
H.2	Cash, borrowed funds only	0	0	0	0
H.3	Total Cash (H.1+ H.2)	35,443,955	52,915,404	48,298,173	47,526,123

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
III. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	86,166,191	86,584,972	53,901,160	62.3%
I.2	Other Financing Sources (Object 8900)	0	0	70,274	
I.3	Total Unrestricted Revenue (I.1 + I.2)	86,166,191	86,584,972	53,971,434	62.3%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	86,555,952	87,570,547	61,983,447	70.8%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	5,152,870	5,161,877	2,076,069	40.2%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	91,708,822	92,732,424	64,059,516	69.1%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	(5,542,631)	(6,147,452)	(10,088,082)	
L.	Fund Balance, Beginning	32,079,472	32,078,920	32,078,920	
L.1	Prior Year Adjustments + (-)	0	0	0	
L.2	Adjusted Fund Balance, Beginning (L + L.1)	32,079,472	32,078,920	32,078,920	
M.	Fund Balance, Ending (K. + L.2)	26,536,841	25,931,468	21,990,838	
N.	Percentage of GF Fund Balance to GF Expenditures (M. / J.3)	28.9%	28.0%		

IV. Has the district settled any employee contracts during this quarter? **NO**

V. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications.

VI. Does the district have significant fiscal problems that must be addressed? **This Year? NO**

If yes, what are the problems and what actions will be taken? **Next Year? NO**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Approval to Declare and Dispose Surplus District Property	Item Number: 11.H.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 2

BACKGROUND

District personnel have determined the attached list of property can no longer be used by the district. This process ensures 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. Attached 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 a unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in value the sum of \$5,000.

FISCAL IMPACT

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

RECOMMENDATION

Staff recommends the board of trustees declare the items listed to be surplussed and authorize disposal of the items through the appropriate procedures.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------

SURPLUS LIST FOR MAY 2025 BOARD MEETING

Location	Description	Qty	Condition	AHC ID #	Grant Tag ID #	Facilities Work Order	Department	Serial # / VIN #
LVC Bldg. 9	Dodge Charger 2008	1	Good	None	N/A	N/A	Public Safety Training Center	2B3KA43H98H299818
LVC Bldg. 9	Dodge Magnum Station Wagon 2007	1	Good	None	N/A	N/A	Public Safety Training Center	2D4GV472X7H818892
LVC Bldg. 9	Dodge Charger 2008	1	Good	None	N/A	N/A	Public Safety Training Center	2B3KA43H78H299817

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Approval to Request Bids for the Campus Road and Parking Lot Slurry Seal and Restriping Project (Bid #25-06)	Item Number: 11.I.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 2

BACKGROUND

The district seeks board approval to request bids for repairs to the Santa Maria campus parking lot and perimeter road. Campus roadways and parking lots require periodic repairs due to age and wear. The project will include sealing cracks, filling holes, applying an asphalt seal coat, and restriping. The district is also replacing faded/worn parking and road signs as a separate project.

The scope of work for the project includes the following:

- Base Bid: Crack repair, seal coat application and restriping of the campus loop road from College Drive (Entrance #4) to Parking Lot #6
- Bid Alternate #1: Parking Lot #3 crack seal, sealer coat and restriping
- Bid Alternate #2: Parking Lot #9 crack seal, sealer coat and restriping
- Bid Alternate #3: Parking Lot #8 crack seal, sealer coat and restriping
- Bid Alternate #4: Parking Lot #7 crack seal, sealer coat and restriping
- Bid Alternate #5: Parking Lot #5 crack seal, sealer coat and restriping
- Bid Alternate #6: Parking Lot #4 crack seal, sealer coat and restriping
- Bid Alternate #7: Parking Lot #2 crack seal, sealer coat and restriping
- Bid Alternate #8: Parking Lot #1 crack seal, sealer coat and restriping

The attached map provides a visual representation of the scope of work. The district is proposing eight alternates for the bids, which will be approved in order, based on total cost. The alternates are prioritized according to highest need first. The estimated cost of the base bid plus all alternates is \$350,000.

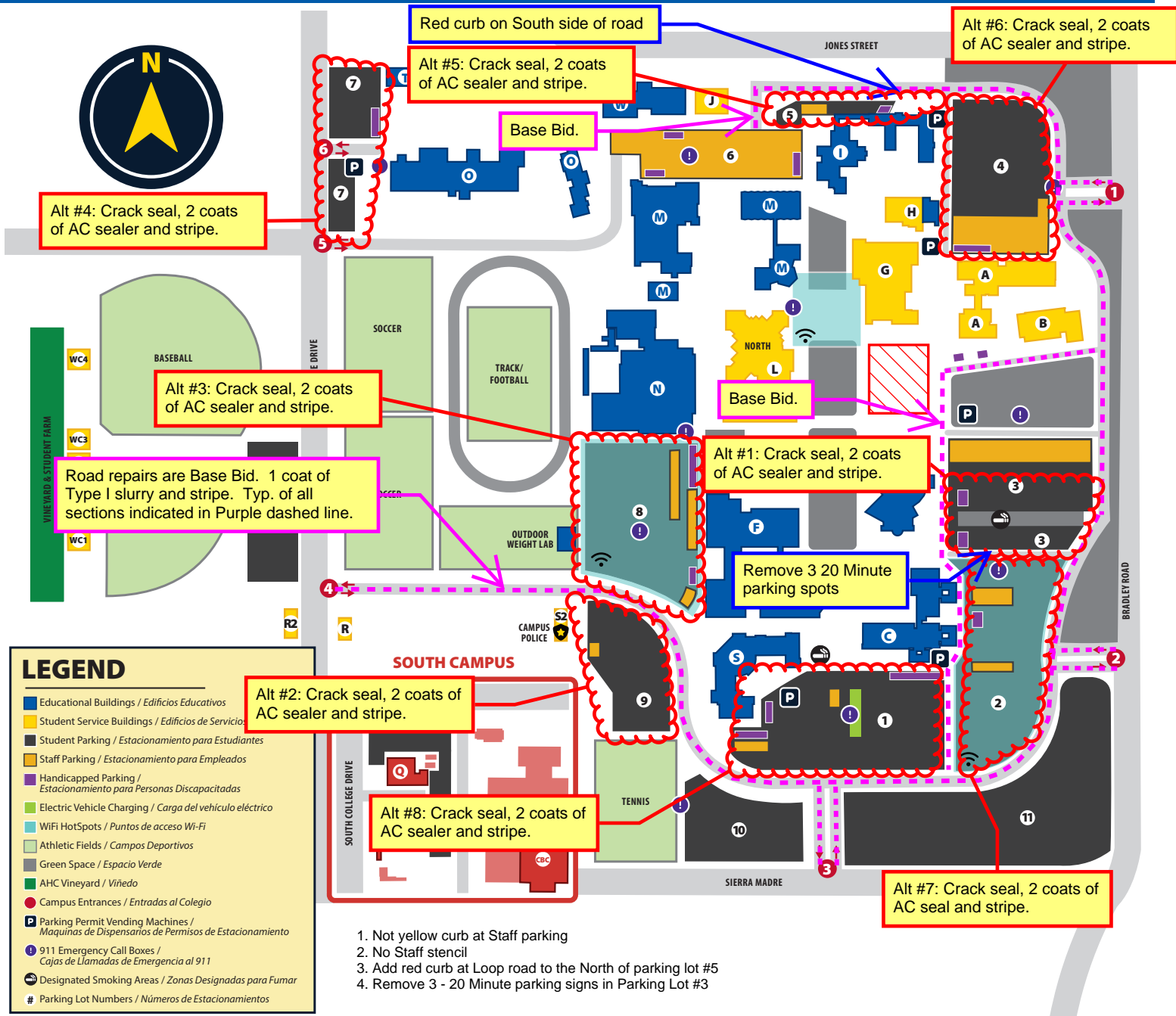
FISCAL IMPACT

The estimated project cost is \$350,000 and will be sourced through Parking Funds.

RECOMMENDATION

Staff recommends the board of trustees approve the solicitation of bids for the Campus Road and Parking Lot Slurry Seal and Restriping Project (Bid #25-06)

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



LEGEND

- Educational Buildings / Edificios Educativos
- Student Service Buildings / Edificios de Servicios
- Student Parking / Estacionamiento para Estudiantes
- Staff Parking / Estacionamiento para Empleados
- Handicapped Parking / Estacionamiento para Personas Discapacitadas
- Electric Vehicle Charging / Carga del vehículo eléctrico
- WiFi HotSpots / Puntos de acceso Wi-Fi
- Athletic Fields / Campos Deportivos
- Green Space / Espacio Verde
- AHC Vineyard / Viñedo
- Campus Entrances / Entradas al Colegio
- Parking Permit Vending Machines / Maquinas de Dispensarios de Permisos de Estacionamiento
- 911 Emergency Call Boxes / Cajas de Llamadas de Emergencia al 911
- Designated Smoking Areas / Zonas Designadas para Fumar
- Parking Lot Numbers / Números de Estacionamientos

1. Not yellow curb at Staff parking
2. No Staff stencil
3. Add red curb at Loop road to the North of parking lot #5
4. Remove 3 - 20 Minute parking signs in Parking Lot #3

BUILDING IDENTIFICATION | CLAVE

<p>A Student Services Servicios Estudiantiles</p>	<p>D Performing Arts Center Centro de Artes Interpretativas • Marian Theatre • Severson Theatre</p>	<p>I Early Childhood Studies Estudios de Infancia Temprana • Orfalea Children's Center</p>	<p>L South Academic Resource Center Centro de Recursos Académicos • Ann Foxworthy Gallery</p>	<p>O Industrial Technology Tecnología Industrial</p>	<p>S2 Police Department Departamento de Policía</p>
<p>B Administration Administración</p>	<p>F Fine Arts Artes Finas • Boyd Concert Hall</p>	<p>J Student Health Services Center Centro de Servicios de Salud Estudiantil</p>	<p>M Math & Science Complex Complejo de Matemáticas & Ciencias</p>	<p>P & Q Facilities Instalaciones</p>	<p>T Stagecraft Escenografía</p>
<p>C Humanities Complex Complejo de Humanidades • Forum</p>	<p>G Student Center & Bookstore Centro Estudiantil y Librería • Pride Center</p>	<p>K Business Education Educación en Negocios</p>	<p>N Sports Pavilion Pabellon Deportivo • Joe White Memorial Gymnasium</p>	<p>S Community Education, ESL & Noncredit Counseling Program Educación Comunitaria, Inglés Como Segundo Idioma (ESL) & Programa de Consejería de No Crédito</p>	<p>W Classrooms Aulas</p>
<p>CBC Columbia Business Center Centro de Negocios Columbia</p>	<p>H Campus Graphics & Applied Behavioral Sciences Centro de Diseño Gráfico del Campus y Ciencias del Comportamiento Aplicadas</p>	<p>L North Library Biblioteca</p>			<p>WC West Campus Campus Oeste • Baseball/Softball Complex • Vineyard • Student Farm</p>

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Adoption of additions and changes in the Academic Policy and Planning Committee Curriculum Report	Item Number: 11.K.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 5

BACKGROUND

The curriculum report for the period April 17, 2025 to May 1, 2025, is attached for consideration by the board of trustees. This report includes a summary of new courses, course reviews and modifications, course conversions to distance education instructional modality, and modified/new programs.

FISCAL IMPACT

The estimated cost for additional library materials for new and modified curricula will be determined at a later date for inclusion in the 2025-2026 and 2026-2027 fiscal year's budget.

RECOMMENDATION

Staff recommends 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 April 17, 2025 to May 1, 2025.

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

ACADEMIC POLICY AND PLANNING COMMITTEE CURRICULUM REPORT

May 20, 2025

For the period April 17, 2025 to May 1, 2025

Larry Manalo Jr., Committee Chairperson
Dave DeGroot, Vice Chair/Technical Review Committee Chair
Christine Bisson, Applied Behavioral Sciences
Brent Darwin, Business
Ricardo Navarette, Counseling
Kacie Wills, English
Shane Anderson, Fine Arts
Patricia Koivisto, Kinesiology, Recreation, & Athletics
Leanne Wolfram, Health Sciences
Loren Bradbury, Industrial Technology
Andria Perdue-Keiser, Languages & Communication
Kerry Runkle, Academic/Student Services
Brian Youngblood, Life and Physical Sciences
Chris Eachus, Mathematical Sciences
Kurt Kruse, Public Safety
Lexy Conrad, Social & Behavioral Sciences
Vacant, Associated Student Body Government
Josie Cabanas and Luis Martinez, Admissions & Records Representative (non-voting)
Andria Perdue-Keiser, Noncredit Education (non-voting)
Susie Kopecky, Library Ex-officio (non-voting)
Dave DeGroot, Articulation Officer (non-voting)
Robert Curry, Vice President, Academic Affairs (non-voting)
Vickey Smith, Curriculum Analyst (non-voting)
Jay Taylor-Burns, Curriculum Technician (non-voting)

Approved by Academic Senate: _____
President, Academic Senate Date
Allan Hancock College

Adopted by Board of Trustees: _____
President, Board of Trustees Date
Allan Hancock Joint Community College District

NEW COURSES/PROGRAMS RECOMMENDED FOR ADOPTION

This section lists all new courses and programs including credit, noncredit, experimental, and special topics. Effective summer/fall 2026-27 Catalog unless otherwise noted.*

New Noncredit Courses

Prefix & Number	Course Title	Hours
OLDR 7300	Urban Sketching	24-54
OLDR 7305	Art/Journaling	16-36
OLDR 7310	Photography for Artists	1-54
OLDR 7320	Painting with Pastels	24-54
OLDR 7340	Image Transfer Art Applications (From Photographs)	24-54
STMN 7000	Chemistry Skills Lab	16-96
STMN 7010	Pre-Calculus/ Calculus Skills Lab	16-96

Review and Modify Credit Course

Prefix & Number	Course Title	Units
AJ 160	Introduction to Cybercrime Modification: Add Homeland Security discipline placement.	3.0
AJ 162	Ethical Hacking Modification: Add Homeland Security discipline placement.	3.0
BIOL 124	Human Anatomy	4.0
BIOL 125	Human Physiology	4.0
DANC 138	Hip Hop Dance II	2.0
DRMA 111	History of World Theatre 2	3.0
ECS 125	Curriculum for Afterschool & Recreational Programs	3.0
ELD 532	Low Advanced Writing Mirrored Course. ELDN 7532	4.0
NURS 422	EKG/Monitor Observer	1.5

Modify Noncredit Course

Prefix & Number	Course Title	Hours
PDNC 7200	Exploring Careers in STEM	1-32
STMN 7200	Exploring Careers in STEM (former: PDNC 7200)	1-32

New and Modified Requisites

Prefix & Number	Course Title	Requisites Requests
ECS 125	Curriculum for Afterschool & Recreational Programs	Remove Advisory: ECS 101 Add Advisory: REC 105

Request for Distance Education Modalities

These modalities allow additional course offering options to in-person modality.

Prefix & Number	Course Title	DE Modalities
NURS 422	EKG/Monitor Observer	DE Sync and Async
STMN 7000	Chemistry Skills Lab	DE Sync and Async
STMN 7010	Pre-Calculus/ Calculus Skills Lab	DE Sync and Async

Miscellaneous

These proposals include but not limited to course deactivation, text change, and minor changes.

Request	Prefix & Number	Course Title
Deactivate Course	EMS 134	Internship Seminar
Deactivate Course	EMS 320	Emergency Medical Response to Hazardous Material Incidents
Deactivate Course	EMS 325	Lifeguard Certification
Deactivate Course	EMS 328	Wilderness/EMS Wilderness Travel
Deactivate Course	EMS 337	Wilderness EMS – Aircraft Search Technology and Techniques
Deactivate Course	EMS 338	Land Navigation
Deactivate Course	EMS 350	Wilderness EMS – Essentials of Search and Rescue
Deactivate Course	EMS 360	Wilderness EMS – Man Tracking 1
Deactivate Course	EMS 378	Wilderness/EMS – EMT Wilderness Transition
Deactivate Course	EMS 388	Wilderness EMS – Searching with Canine (K-9) Teams
Deactivate Course	EMS 407	Wilderness EMS – First Responder and Survival Refresher
Deactivate Course	GRPH 121	Advanced Design for Publishing Lab
Deactivate Course	GRPH 125	Digital Design & Publishing Lab
Deactivate Course	GRPH 361	Applied Design Graphics Lab 2
Deactivate Course	GRPH 362	Applied Design Graphics Lab 3
Change Text	ART 108/GRPH 108	Design 1 on the Computer
Change Text	GRPH 112	Digital Imagery
Change Text	GRPH 113	Digital Illustration
Change Text	GRPH 115	Digital Design and Publishing
Change Text	GRPH 127	History of Graphic Design

New Noncredit Program

Effective: Catalog 2025-26. The core courses are currently offered.

Department	Program Title	Hours
Applied Behavioral Sciences	EDUN Instructional Aide Certificate of Completion	48-113

58-5-Revised

Deactivate Program

Effective: Catalog 2025-26. These programs are duplicative of similar programs in liberal arts as part of the legislative mandate (AB 928. Student Transfer Achievement Reform Act of 2021). The legislation aims to create a single, streamlined general education pathway for students transferring from California Community Colleges to both the California State University and University of California systems.

Department	Program Title	Units
Counseling	Liberal Arts: Arts and Humanities (Non-transfer). Associate in Arts	18
Counseling	Liberal Arts: Mathematics & Science (Non-transfer). Associate in Arts	18
Counseling	Liberal Arts: Social & Behavioral Sciences (Non-transfer). Associate in Arts	18
Counseling	Transfer Studies California General Education Transfer Curriculum Certificate of Achievement	
Counseling	Transfer Studies CSU General Education Breadth Certificate of Achievement	

Effective: Catalog 2026-27.

Department	Program Title	Units
Applied Behavioral Sciences	Early Childhood Studies: Elementary Education Associate in Science Certificate of Achievement Rationale: The program is no longer needed based on the creation of AAT Elementary Education approval and current offering.	70
Noncredit	Basic Noncredit ESL Certificate of Completion	436-768
Noncredit	Basic English Language Development Certificate of Competency	
Noncredit	Advanced Noncredit ESL Certificate of Completion	416-738

Effective: Catalog 2025-26.

Department	Program Title	Units
Industrial Technology	Environmental Health and Safety Associate in Science Certificate of Achievement Rationale: The program is recommended for deactivation after a comprehensive evaluation team study (completed on Dec 2, 2024) in compliance with BP/AP 4021 Program Vitality.	70



To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Authorization for Out-of-State Travel for Students	Item Number: 11.J.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 1

BACKGROUND

In accordance with board policy 4300, authorization for out-of-state travel is requested for students to travel as indicated below:

1. Justin Rucker, assistant professor, computer networking is requesting approval for nine students to attend the 2025 Marine Advanced Technology Education (MATE) Remotely Operated Vehicles (ROV) World Championship in Alpena, MI on June 17-22, 2025.
2. **Thomas Lamica, dean, Academic Affairs is requesting approval for 12 SkillsUSA gold medalist students to attend the National Leadership and Skills Conference in Atlanta, GA on June 22-28, 2025, to compete in the SkillsUSA Nationals 2025. SkillsUSA is a national organization that empowers its members to become world-class workers, leaders, and responsible American citizens.**

FISCAL IMPACT

1. Estimated to be a maximum of \$20,627. The Marine Advanced Technology Education will cover fifty to sixty percent of the costs of lodging, airfare, and meal stipend. All remaining expenses will be funded by CTEA, MESA/STEM, and SEAP.
2. **The estimated cost for travel is \$54,000, to be funded by Perkins/CTE. This cost will cover conference registration fees, hotel, travel, and meals.**

RECOMMENDATION

Staff recommends the board of trustees authorize out-of-state travel for nine students to attend the 2025 Marine Advanced Technology Education (MATE) Remotely Operated Vehicles (ROV) World Championship in Alpena, MI on June 17-22, 2025, **and 12 students to attend the National Leadership and Skills Conference in Atlanta, GA on June 22-28, 2025.**

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

**CONSENT ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Adoption of additions and changes in the Academic Policy and Planning Committee Curriculum Report	Item Number: 11.K.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 5

BACKGROUND

The curriculum report for the period April 17, 2025 to May 1, 2025, is attached for consideration by the board of trustees. This report includes a summary of new courses, course reviews and modifications, course conversions to distance education instructional modality, and modified/new programs.

FISCAL IMPACT

The estimated cost for additional library materials for new and modified curricula will be determined at a later date for inclusion in the 2025-2026 and 2026-2027 fiscal year's budget.

RECOMMENDATION

Staff recommends 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 April 17, 2025 to May 1, 2025.


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

ACADEMIC POLICY AND PLANNING COMMITTEE CURRICULUM REPORT


May 20, 2025

For the period April 17, 2025 to May 1, 2025

- Larry Manalo Jr., Committee Chairperson
Dave DeGroot, Vice Chair/Technical Review Committee Chair
Christine Bisson, Applied Behavioral Sciences
Brent Darwin, Business
Ricardo Navarette, Counseling
Kacie Wills, English
Shane Anderson, Fine Arts
Patricia Koivisto, Kinesiology, Recreation, & Athletics
Leanne Wolfram, Health Sciences
Loren Bradbury, Industrial Technology
Andria Perdue-Keiser, Languages & Communication
Kerry Runkle, Academic/Student Services
Brian Youngblood, Life and Physical Sciences
Chris Eachus, Mathematical Sciences
Kurt Kruse, Public Safety
Lexy Conrad, Social & Behavioral Sciences
Vacant, Associated Student Body Government
Josie Cabanas and Luis Martinez, Admissions & Records Representative (non-voting)
Andria Perdue-Keiser, Noncredit Education (non-voting)
Susie Kopecky, Library Ex-officio (non-voting)
Dave DeGroot, Articulation Officer (non-voting)
Robert Curry, Vice President, Academic Affairs (non-voting)
Vickey Smith, Curriculum Analyst (non-voting)
Jay Taylor-Burns, Curriculum Technician (non-voting)

Approved by Academic Senate: 
Alberto Restrepo (May 14, 2025 08:43 PDT) 05/14/2025

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/PROGRAMS RECOMMENDED FOR ADOPTION

This section lists all new courses and programs including credit, noncredit, experimental, and special topics. Effective summer/fall 2026-27 Catalog unless otherwise noted.*

New Noncredit Courses

Prefix & Number	Course Title	Hours
OLDR 7300	Urban Sketching	24-54
OLDR 7305	Art/Journaling	16-36
OLDR 7310	Photography for Artists	1-54
OLDR 7320	Painting with Pastels	24-54
OLDR 7340	Image Transfer Art Applications (From Photographs)	24-54
STMN 7000	Chemistry Skills Lab	16-96
STMN 7010	Pre-Calculus/ Calculus Skills Lab	16-96

Review and Modify Credit Course

Prefix & Number	Course Title	Units
AJ 160	Introduction to Cybercrime Modification: Add Homeland Security discipline placement.	3.0
AJ 162	Ethical Hacking Modification: Add Homeland Security discipline placement.	3.0
BIOL 124	Human Anatomy	4.0
BIOL 125	Human Physiology	4.0
DANC 138	Hip Hop Dance II	2.0
DRMA 111	History of World Theatre 2	3.0
ECS 125	Curriculum for Afterschool & Recreational Programs	3.0
ELD 532	Low Advanced Writing Mirrored Course. ELDN 7532	4.0
NURS 422	EKG/Monitor Observer	1.5

Modify Noncredit Course

Prefix & Number	Course Title	Hours
PDNC 7200	Exploring Careers in STEM	1-32
STMN 7200	Exploring Careers in STEM (former: PDNC 7200)	1-32

New and Modified Requisites

Prefix & Number	Course Title	Requisites Requests
ECS 125	Curriculum for Afterschool & Recreational Programs	Remove Advisory: ECS 101 Add Advisory: REC 105

Request for Distance Education Modalities

These modalities allow additional course offering options to in-person modality.

Prefix & Number	Course Title	DE Modalities
NURS 422	EKG/Monitor Observer	DE Sync and Async
STMN 7000	Chemistry Skills Lab	DE Sync and Async
STMN 7010	Pre-Calculus/ Calculus Skills Lab	DE Sync and Async

Miscellaneous

These proposals include but not limited to course deactivation, text change, and minor changes.

Request	Prefix & Number	Course Title
Deactivate Course	EMS 134	Internship Seminar
Deactivate Course	EMS 320	Emergency Medical Response to Hazardous Material Incidents
Deactivate Course	EMS 325	Lifeguard Certification
Deactivate Course	EMS 328	Wilderness/EMS Wilderness Travel
Deactivate Course	EMS 337	Wilderness EMS – Aircraft Search Technology and Techniques
Deactivate Course	EMS 338	Land Navigation
Deactivate Course	EMS 350	Wilderness EMS – Essentials of Search and Rescue
Deactivate Course	EMS 360	Wilderness EMS – Man Tracking 1
Deactivate Course	EMS 378	Wilderness/EMS – EMT Wilderness Transition
Deactivate Course	EMS 388	Wilderness EMS – Searching with Canine (K-9) Teams
Deactivate Course	EMS 407	Wilderness EMS – First Responder and Survival Refresher
Deactivate Course	GRPH 121	Advanced Design for Publishing Lab
Deactivate Course	GRPH 125	Digital Design & Publishing Lab
Deactivate Course	GRPH 361	Applied Design Graphics Lab 2
Deactivate Course	GRPH 362	Applied Design Graphics Lab 3
Change Text	ART 108/GRPH 108	Design 1 on the Computer
Change Text	GRPH 112	Digital Imagery
Change Text	GRPH 113	Digital Illustration
Change Text	GRPH 115	Digital Design and Publishing
Change Text	GRPH 127	History of Graphic Design

New Noncredit Program

Effective: Catalog 2025-26. The core courses are currently offered.

Department	Program Title	Hours
Applied Behavioral Sciences	EDUN Instructional Aide Certificate of Completion	48-113

58-5-Revised

Deactivate Program

Effective: Catalog 2025-26. These programs are duplicative of similar programs in liberal arts as part of the legislative mandate (AB 928. Student Transfer Achievement Reform Act of 2021). The legislation aims to create a single, streamlined general education pathway for students transferring from California Community Colleges to both the California State University and University of California systems.

Department	Program Title	Units
Counseling	Liberal Arts: Arts and Humanities (Non-transfer). Associate in Arts	18
Counseling	Liberal Arts: Mathematics & Science (Non-transfer). Associate in Arts	18
Counseling	Liberal Arts: Social & Behavioral Sciences (Non-transfer). Associate in Arts	18
Counseling	Transfer Studies California General Education Transfer Curriculum Certificate of Achievement	
Counseling	Transfer Studies CSU General Education Breadth Certificate of Achievement	

Effective: Catalog 2026-27.

Department	Program Title	Units
Applied Behavioral Sciences	Early Childhood Studies: Elementary Education Associate in Science Certificate of Achievement Rationale: The program is no longer needed based on the creation of AAT Elementary Education approval and current offering.	70
Noncredit	Basic Noncredit ESL Certificate of Completion	436-768
Noncredit	Basic English Language Development Certificate of Competency	
Noncredit	Advanced Noncredit ESL Certificate of Completion	416-738

Effective: Catalog 2025-26.

Department	Program Title	Units
Industrial Technology	Environmental Health and Safety Associate in Science Certificate of Achievement Rationale: The program is recommended for deactivation after a comprehensive evaluation team study (completed on Dec 2, 2024) in compliance with BP/AP 4021 Program Vitality.	70

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Approval of New Community Services (Fee-Based) Education Courses	Item Number: 11.L.
Institutional Goal: Ed Master Plan Goal B. Successful Entry into an Area of Interest and Program of Study	Enclosures: Page 1 of 4

BACKGROUND

The following fee-based courses are proposed. The required review process was completed.

Art

Holistic Art and Mediums was developed in response to a growing interest in wellness, mindfulness, and creative expression within the community. This course offers participants a unique opportunity to explore a variety of art techniques while promoting emotional release, personal growth, and self-reflection in a supportive environment.

Course Details	Course Description
Holistic Art and Mediums (CSAR 8007) 15 Hours Ages 25-80	This six-week course invites students to explore creativity through a variety of artistic techniques while fostering mindfulness and personal growth. Participants will engage in drawing, painting, collage, and mixed-media projects designed to encourage self-expression, emotional well-being, and reflection. The course supports all skill levels and emphasizes the therapeutic and transformative aspects of art. Through hands-on activities and collaborative discussions, students will develop both artistic skills and a deeper connection to their inner creativity.

(continued)

FISCAL IMPACT

Community Services (fee-based) courses are self-supporting.

RECOMMENDATION

Staff recommends the board of trustees approve the fee-based courses as proposed and authorize that these courses be repeated as frequently as needed to support the needs of the community.

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

College for Kids – STEAM Summer!

College for Kids STEAM Summer courses introduce teens ages 10-14 to the wonders and educational activities STEAM has to offer. Community Education, Fee-Based plans to partner with Minds in Motion, third-party vendor, to host the four-day camp for the students. Minds in Motion is an educational company that provides STEM programs, instructors, and customizes programs to meet the needs of the students. We would like to offer two courses that Minds in Motion has on their website for our College for Kids camp in June. The course descriptions were obtained from the company's website under their activity information page.

Course Details	Course Description
Robo Monorail Makers (CFK 8141) 12 hours Ages 10-14	"Blast into the future of transportation and build your very own Robot Monorail System! Watch in awe as your RoboRails Robot balances on a single wheel and zips along a track, powered by a super-fast gyroscope and monowheel. You'll be amazed at how steady your little robot is as it rolls along the track! Get ready to unleash your inner engineer with over 180 durable track pieces. You can follow the 26 awesome layouts in the manual or let your imagination run wild and design your own unique monorail system! With special connectors like the seesaw, splitter, and cross switch, you'll add cool twists, turns, and challenges to your track that make it one-of-a-kind. Dive into hands-on experiments that explore cool physics concepts like rotational motion, acceleration, and angular momentum as you see gyroscopic forces in action. Are you ready to build the monorail of tomorrow? The adventure starts now!"
RE/CO Robot (CFK 8142) 12 hours Ages 10-14	"Build and take home your very own RE/CO Robot! RE/CO robot is a mechanical off-roading adventure! It comes equipped with an infrared sensor and artificial intelligence. Its ability to be controlled wirelessly, and its tank-like tracks, make it perfect for rugged conditions! With the wireless remote control added, RE/CO Robot can access new play modes like storytelling, singing, dancing, and even programming. Students can enjoy guiding it over all sorts of terrain or allow the friendly robot to lead the way, using its infrared sensor to find a clear path in patrol mode. For parents who look to get the most out of their children's time, RE/CO Robot is a great all in one package! It combines assembling 106 pieces, STEAM learning with infrared sensors, programming with easy directional commands, and having fun with the freedom of a handy wireless remote control!"
Steam Sampler (CFK 8151) 12 hours Ages 6-9	"This workshop introduces STEAM (Science, Technology, Engineering, Art, Math) topics through a sampler of engaging hands-on activities. Children will be introduced to concepts of physics, chemistry, electronics, engineering, art, and mathematics throughout the workshop. Each session includes creating several items using science, for children to keep at the end."
Chemistry Creations (CFK 8152) 12 hours Ages 6-9	"Become a chemist and a creator as you discover hands-on science fun! You will explore the world of Chemistry while creating fun things to take home each day. Learn about matter, chemicals, and reactions; watch demonstrations and create your own experiments; and use the Scientific Method to make some science fun!"

College for Kids

This course was developed as an innovative approach to help students reinforce essential math concepts in an interactive setting. The use of familiar Disney themes is intended to increase student interest, participation, and enjoyment while learning foundational arithmetic skills.

Course Details	Course Description
Disney Magic Math – Unlocking the Power of Numbers (CFK 8153) 5 hours Ages 10-18	This course is designed to strengthen students' foundational math skills through engaging, Disney-themed lessons and activities. Students will practice key arithmetic concepts including whole numbers, multiplication, fractions, and decimals. By combining creative storytelling with core math instruction, the course aims to build confidence and improve overall math proficiency in a fun, supportive environment.

STEM-Focused College for Kids Summer Camp

Allan Hancock College is partnering with Manzanita Public Charter School and Minds in Motion to host a four-day, STEM-focused College for Kids summer camp at the Lompoc Valley Center from July 14–17, 2025. The camp will serve 60 Manzanita students, offering engaging hands-on learning experiences in a collegiate setting. Minds in Motion, a third-party STEM education provider, will design and facilitate the instructional content for the camp. Manzanita will fund student participation, while Allan Hancock College will provide qualified instructional staff and oversee program implementation. Additionally, Minds in Motion is hopefully supporting another College for Kids camp at the end of June, further advancing Allan Hancock College's commitment to STEM education and community outreach.

Course Details	Course Description
Future Engineers (CFK 8113) 12 hours 7 th graders	This hands-on course introduces students to the fundamentals of engineering and physics through model building. Participants will explore the six simple machines including levers, pulleys, inclined planes, wheels and axles, screws, and wedges along with gears. Students will construct 26 interactive models such as a balance scale, elevator, and geared carousel using easy to follow instructions. Through testing and experimentation, they will observe the basic laws of physics in action and gain practical experience with the engineering design process. This course builds a strong foundation for further study in engineering, physics, and related STEM fields.
14 in 1 Robot Adventure (CFK 8114) 12 hours 7 th graders	Explore the power of renewable energy with a hands-on introduction to solar technology through the 14 in 1 educational solar robot kit. Students will learn how solar energy works and see how it can be used to power motion using only sunlight. The kit includes specialized components that allow students to build 14 unique solar-powered robots that function on both land and water. Designs range from practical to whimsical, including models like a tortoise bot, paddle bot, car bot, and rowing bot. This course encourages creativity and critical thinking while offering real-world insight into one of the most widely used alternative energy sources on the planet.

Fitness Classes for Adults

Course Details	Course Description
Beginning Bachata Latin Dance (CSFT 8035) 15 Hours Ages 18+	This fun and energetic 15-week dance course introduces students to the fundamentals of Bachata, a popular Latin dance style known for its rhythmic footwork, soft hip motions, and expressive partner work. Students will learn basic steps, turns, and modifications while maintaining proper form and comfort. This class promotes physical activity, cultural appreciation, and social connection in a supportive environment.

Personal Development

Course Details	Course Description
Start Planning Your Retirement (CSPD 8093) 3.5 hours Ages 18+	Start building the foundation for a financially secure future with this engaging course designed for adults at any stage of their career. Whether you're just starting to think about retirement or already planning your next steps, this class will guide you through the essentials of retirement planning, including savings strategies, investment options, budgeting, and understanding Social Security and pensions.

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Approval of Community Services (Fee-Based) Education Courses	Item Number: 11.M.
Institutional Goal: Ed Master Plan Goal C. Student Progression through Program of Study	Enclosures: Page 1 of 2

BACKGROUND

The following page lists the proposed community services (fee-based) courses for summer 2025.

FISCAL IMPACT

There is no fiscal impact to the district. Fees collected from students support these courses.

RECOMMENDATION

Staff recommends the board of trustees approve the proposed community services (fee-based) courses for summer 2025.

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

**COMMUNITY SERVICES
(FEE-BASED) EDUCATION COURSES
SUMMER 2025**

Dates	Class	Instructor	Fee
6/09-7/30	CSFT 8000 - Physical Fitness Lab	Kristopher Dutra	\$46
6/09-7/30	CSFT 8005 - Swim Lab	Chris Stevens	\$46
6/09-8/02	CSFT 8009 - Zumba	Shandy Mann	\$64
6/09-8/02	CSFT 8018 - Yoga Fitness with Pilates	Shandy Mann	\$64
6/09-8/02	CSFT 8020 - Yoga for Health	Shandy Mann	\$64
6/09-8/02	CSFT 8025 - Latin Salsa Dancing	Shandy Mann	\$56
6/09-8/02	CSFT 8030 - Beginning Tai Chi	Shandy Mann	\$56
6/09-8/02	CSFT 8032 - Full-Body Barre Workout	Shandy Mann	\$64
6/09-8/02	CSFT 8034 - Beginning Tai Chi Fan	Shandy Mann	\$64
6/09-8/02	CSFT 8032 - Full-Body Barre Workout	Shandy Mann	\$56
6/09-8/02	CSFT 8020 - Yoga for Health	Shandy Mann	\$56
6/09-8/02	CSFT 8020 - Yoga for Health	Shandy Mann	\$56
6/09-8/02	CSFT 8035 - Beginning Latin Bachata	Shandy Mann	\$64
6/20-8/01	CSAR 8007 - Holistic Art and Mediums	Irina Malkmus	\$112
6/23-6/26	CFK 8141 – Robo Monorail Makers	German Galindo	\$200
6/23-6/26	CFK 8142 – Re/CO Robot	German Galindo	\$200
7/07-7/10	CFK 8151 – STEAM Sampler	Katie Doherty	\$200
7/07-7/10	CFK 8152 – Chemistry Creations	Katie Doherty	\$200
7/12-7/12	CSPD 8091 - Financial Literacy	Cary Gray	\$69
7/12-7/13	CSHE 8001 - Fabulous Tea Parties	Anna Arrowsmith	\$119
7/14-7/14	CSCT 8005 - Become a CA Notary Public	Masters Notary	\$154
7/14-7/17	CFK 8113 – Future Engineers	German Galindo	\$200
7/14-7/17	CFK 8114 – 14 in 1 Robot Adventure	German Galindo	\$200
7/15-7/15	CSCT 8006 - Loan Signing Specialist	Masters Notary	\$120
7/16-7/25	CFK 8153 – Unlocking the Power of Numbers	Fatima Luquin	\$60
7/19-7/19	CSPD 8093 – Start Planning Your Retirement	Cary Gray	\$69

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Second Review of Board Policy 2710, Conflict of Interest	Item Number: 11.N.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 5

BACKGROUND

Board policy 2710, Conflict of Interest, has been revised to reflect the addition of new positions and updated position titles.

The board policy has been vetted through the shared governance process, reviewed by the Fair Political Practices Commission, and was submitted for the board's review on April 15, 2025.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the board of trustees adopt revised board policy 2710, Conflict of Interest as presented.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2710 CONFLICT OF INTEREST

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Sec. 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating officials and employees and establishing disclosure categories, shall constitute the conflict-of-interest code of the Allan Hancock Joint Community College District (District).

Designated positions shall file their statements with the District, which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008.) Statements for all designated positions will be retained by the District.

Adopted: 12/17/92
Revised: 8/18/04
Revised: 11/18/08
Revised: 9/13/11

Revised: 11/18/14
Revised: 2/9/16
Revised: 12/15/20
Revised: 2/21/23

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
CONFLICT-OF-INTEREST CODE
APPENDIX A - DESIGNATED POSITIONS**

POSITION	CATEGORY
Academic Specialist/Mathematics, Engineering, & Science Achievement	3
Associate Superintendent/Vice President, Academic Affairs	1, 2
Associate Superintendent/Vice President, Student Services	1, 2
Deans	3
Deans, Associate	3
Department Chairs	3
Director, Artistic/ Dean, PCPA	3
Director, Admissions and Records	3
Director, Business Services	1
Director, Cal-SOAP	3
Director, Children's Center	3
Director, K-12 Partnership, Cooperative Work Experience, Career Development	3
Director, Executive, Human Resources and Labor Relations	3
Director, Assistant, Human Resources and Labor Relations	3
Director, Executive, Information Technology	3
Director, Institutional Grants	3
Director, EOPS and Special Outreach	3
Director, Executive, College Advancement	3
Director, Public Safety Education	3
Director, Learning Assistance Program	3
Director, Lompoc Valley Center and Extended Campus	3
Director, Managing, PCPA	3
Director, Marketing, PCPA	3
Director, Facilities	3
Director, Public Affairs and Communications	3
Director, Chief of Police	3
Director, Special Projects (Grants)	3
Director, Student Financial Aid	3
Director, Student Engagement and Community Outreach	3
Director, Technical, PCPA	3
Landscape Supervisor	3
Maintenance Supervisor	3
Production Manager, PCPA	3
Purchasing Supervisor	1
Purchasing Coordinator, PCPA	1
Supervisor, Basic Needs	3
Director, Executive, Institutional Effectiveness	1

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
CONFLICT-OF-INTEREST CODE
APPENDIX A - DESIGNATED POSITIONS**

POSITION	CATEGORY
Board Members, Retirement Board of Authority	1
Board Members, Viticulture and Enology Foundation	3, 4
Consultants/New Positions	*

NOTE: Board Members of the Retirement Board of Authority and Board Members of the Viticulture and Enology Foundation should file under the broadest assigned disclosure if he/she also files under another position designated in the code or is listed as an 87200 filer.

* Consultants/new positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Superintendent/President may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant/new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent/President's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

The following positions are not covered by the code because the positions manage public investments. Individuals holding such positions must file under Government Code Section 87200 and are listed for informational purposes only. Section 87200 requires disclosure of all investments and business positions in business entities, all income, including gifts, loans and travel payments, and real property.

Board of Trustees
Superintendent/President
Associate Superintendent/Vice President, Finance and Administration

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
CONFLICT-OF-INTEREST CODE
APPENDIX B-DISCLOSURE CATEGORIES**

Category 1: All investments and business positions in business entities, and sources of income, (including receipt of gifts, loans, and travel payments) from business entities that provide services, supplies, materials, machinery, vehicles or equipment of the type purchased or leased by the District.

Category 2:

- a. Interests in real property within the boundaries of the District that are used by the District or are of the type that could be acquired by the District as well as real property within two miles of the property used or the potential site.
- b. Investments and business positions in business entities or income (including receipt of gifts, loans, and travel payments) from sources of the type that engage in the acquisition or disposal of real property or are engaged in building construction or design for school districts.

Category 3: All investments and business positions in, and sources of income, (including receipt of gifts, loans, and travel payments) from business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department.

Category 4: Interests in real property that are used by the Foundation or are of the type that could be acquired by the Foundation.

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Second Review of Board Policy 7250, Educational Administrators	Item Number: 11.O.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 3

BACKGROUND

The revised Board Policy 7250, Educational Administrators, was submitted for board's review on April 15, 2025. It is being presented to the board of trustees for adoption.

The board policy is recommended by the California Community College League's Policy and Procedure Services and has been vetted through the shared governance process.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the board of trustees adopt board policy 7250, Educational Administrators as submitted.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 7 – Human Resources**

BP 7250 EDUCATIONAL ADMINISTRATORS

An educational administrator is a person employed by the Board of Trustees in a supervisory or management position as defined in Government Code Sections 3540 et seq.

Educational administrators are those who exercise direct responsibility for supervising the operation of or formulating policy regarding the instructional or student services programs of the District.

Educational administrators shall be compensated in the manner provided for by the appointment or contract of employment not to exceed four years duration. Compensation shall be set by the Board upon recommendation by the Superintendent/President. Educational Administrators shall further be entitled to health and welfare benefits made available by action of the Board upon recommendation by the Superintendent/President.

Educational administrators shall be entitled to vacation leave, sick leave, and other leaves as provided by law, these policies, and administrative procedures adopted by the Superintendent/President.

The Board may, with the consent of the administrator concerned, terminate, effective on the next succeeding first day of July, the terms of employment and any contract of employment with the administrator and reemploy the administrator on any terms and conditions as may be mutually agreed upon by the Board of Trustees and the administrator for a new term to commence on the effective date of the termination of the existing term of employment.

If the Board determines that the administrator is not to be reemployed in any administrative position when /their contract expires, notice to an administrator shall be in accordance with the terms of the existing contract. If the contract is silent, notice shall be in accordance with Education Code Section 72411.

The evaluation of the educational administrators must include consideration of the employee's demonstrated, or progress toward, proficiency in diversity, equity, inclusion, and accessibility competencies that enable work with diverse communities.

An educational administrator who has not previously acquired tenure as a faculty member in the District shall have the right to become a first-year probationary faculty member once their administrative assignment expires or is terminated, if all of the following criteria are met:

- The administrator meets the criteria established by the District for minimum qualifications for a faculty position, in accordance with procedures developed jointly by representatives of the Board and the Academic Senate and approved by the Board. The Board shall rely primarily on the advice and judgment of the Academic Senate to determine that an administrator possesses minimum qualifications for employment as a faculty member.
- The requirements of Education Code Section 87458(c) and (d), or any successor statute, are met with respect to prior satisfactory service and reason for termination of the administrative assignment.
- The district has a vacancy for which the administrator meets minimum qualifications. A vacancy means that a position is available within the District, and the District has appropriately allocated, budgeted, and prioritized in accordance with District practice.

Also see BP/AP 7120 titled Faculty Hiring as well as BP/AP 7260 titled Classified Administrators.

References: Education Code Sections 72411 et seq., 87002(b), 87457-87460, 88013, and 88027-88029;
 Government Code Section 3540.1(g) and (m);
 Federal Fair Labor Standards Act

Adopted: 10/89 (for 2010), **1979** (for 2040), **4/21/98** (for 2200), & **5/21/91** (for 4950)

Revised: 6/93 (for 2010) & **8/18/98** (for 2040)

Revised: 1/4/95

Revised: 1/20/04

Revised: 5/19/15

(Replaces Board Policies 2010, 2040, and 2200)

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Adoption of Resolutions 25-09 through 25-25 Honoring Retiring Employees	Item Number: 13.A.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 18

BACKGROUND

Seventeen (17) staff and faculty members announced their retirement from Allan Hancock College during the 2024-25 academic year. All were loyal and dedicated employees whose contributions to the success of the college were many. Resolutions 25-09 through 25-25 acknowledge these retirees for their exemplary service and contributions to the college.

1. Lucy Aquino, office services technician I, Student Health Services
2. Ann Cardona, administrative assistant III, Academic Affairs
3. Lori Coulter, administrative assistant III, Academic Affairs
4. Mary Dominguez, dean, Student Services
5. Eileen Donnelly, professor, Nursing, Academic Affairs
6. Al Garcia, audiovisual services coordinator, IT Services
7. Jeannette Hernandez, Financial Aid support technician, Student Services
8. Barry Lewis, library services technician, Academic Affairs
9. Lydia Maxwell, counselor, EOPS/CARE & CalWORKs, Student Services
10. Mitch McCann, dean, Public Safety Training, Academic Affairs
11. Mark Miller, part-time faculty, English, Academic Affairs
12. Jose Medina, custodian, Facilities
13. Rick Rantz, dean, Academic Affairs
14. James Read, professor, English, Academic Affairs
15. Craig Rosa, custodian, Facilities
16. Kristy Treur, coordinator/professor, Environmental Technology, Academic Affairs
17. Nancy Jo Ward, professor, Graphics, Academic Affairs

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the board of trustees adopt resolutions 25-09 through 25-25 honoring 2024-25 retirees.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------

RESOLUTION 25-09

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. LUCY AQUINO ON HER RETIREMENT

Whereas, Ms. Aquino always greeted and served students with compassion, patience, and the utmost professionalism in the Student Health Center for over 30 years; and

Whereas, Ms. Aquino was willing and patient to train and help with the onboarding process of most of the current Health Services staff; and

Whereas, Lucy organized the best end-of-the-year parties and always showed up with her famous lemon bars just when you needed them; and

Whereas, Lucy can win every raffle and every bingo game she plays; and

Whereas, Lucy Aquino was the expert in our "student accident reporting" questions; and

Whereas, Ms. Aquino is a great supporter of the AHC winery and was sure to encourage everyone to take advantage of their hours of operation; and

Whereas, Lucy Aquino could always find the needed edit, typo, or mistake in any document, no matter how many people had reviewed it first; and

Whereas, Lucy could plan a party or event in her sleep and create a magical experience for everyone involved; and

Whereas, it's time for Ms. Aquino to enjoy her growing family and have time for dancing; and

Whereas, since 1990 Lucy Aquino has been a professional, wise, respectful, and much-loved member of the Allan Hancock College community, who wish her all the best while knowing we will miss her very much;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Ms. Lucy Aquino for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-10

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. ANN CARDONA ON HER RETIREMENT

Whereas, Ann Cardona proudly dedicated 16 years of outstanding service and excellence to Allan Hancock College as an administrative assistant III, Academic Affairs, supporting three deans and four interim deans during her time at the college; and

Whereas, Ann always had beautiful orchids from her garden to brighten the dean's office; and

Whereas, Ann, who started her career in the era of IBM Selectric typewriters, punch cards, and carbon paper, kept stride with the evolution of technological advances and new processes; and

Whereas, Ann is a woman of many talents and skills, a budget guru, always with a careful eye to ensure departments had funds and access to anything they needed; and

Whereas, Ann has been a wonderful friend and coworker who goes above and beyond to support and advocate for her colleagues in every way, always with a warm contagious smile, a kind word, or a funny joke to share; and

Whereas, Ann is a compassionate listener and problem solver who can now spend unlimited time with family and friends without worrying about deadlines, workflows, signatures, budgets, or other constraints; and

Whereas, Ann has always been a welcoming and calming presence in the dean's office in building L; and

Whereas, Ann wisely never allowed her exceptional office skills to interfere with times when staff celebrations occurred, especially those featuring ice cream; and

Whereas, Ann may be seen on campus riding her bike, with a swim bag, walking, taking a class, or finally reading some of the great books she has been walking past for years; and

Whereas, while Ann enjoyed her years spent with Hancock students and coworkers, she can now devote her time to riding her bike around Santa Maria, learning new things, volunteering, catching up on household projects, gardening, going on adventures, and visiting many beautiful places on our Central Coast;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Ann Cardona for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-11

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. LORI COULTER ON HER RETIREMENT

Whereas, Lori Coulter worked tirelessly to support Allan Hancock College and the Mathematical Sciences department; and

Whereas, Ms. Coulter's sense of humor, kindness, enthusiasm, and humbleness brightened the lives of those fortunate enough to know and work with her; and

Whereas, Lori's creativity and dedication to making our office a warm and festive space never went unnoticed. Whether it's the cozy autumn vibes, the festive holiday cheer, the fresh blooms of spring, or the cool summer energy, she brought each season to life with her thoughtful décor; and

Whereas, Lori was so organized and a lovely help to the people she worked with; and

Whereas, Lori worked hard to create a welcoming environment and showcased her artistic talents in numerous ways; and

Whereas, Lori's treats aren't just baked goods; they're little acts of kindness that brought us all together. Whether for a celebration, a pick-me-up on a tough day, or a surprise just because, Lori's cupcakes reminded us how truly thoughtful and generous she is; and

Whereas, Ms. Coulter is a compassionate listener, and made every student who came into the Mathematical Sciences department feel welcomed and heard; and

Whereas, Lori was always very clear and detail-oriented; and

Whereas, Ms. Coulter enjoys spending time in her garden, and will now be able to follow these pursuits uninterrupted by work; and

Whereas, Lori is, and always will be, an excellent cat parent with amazingly beautiful cats; and

Whereas, Ms. Coulter took great time and care in securing her esteemed legacy by documenting each and every process and procedure with remarkable attention to fastidious detail for her successor, which also demonstrated her capacity for unparalleled kindness;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Lori Coulter for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-12

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. MARY DOMINGUEZ ON HER RETIREMENT

Whereas, Ms. Dominguez always put students first and spent countless evenings and weekends, implementing changes that significantly improved the financial aid office to ensure students received their financial aid awards, stipends, and access to grants as soon as possible; and

Whereas, Mary was always cheering on her beloved Chicago Bears, often booking trips to see them, even though they continue to break her heart; and

Whereas, Mary will soon have more time to soak up the sun in Cancun, visit her children on the east coast, watch the NCAA women's volleyball championship that she missed last year, attend more concerts, volunteer in the community, and spoil her first grandchild; and

Whereas, Mary's office was a hub of productivity as well as a treasure trove of snacks and inspirational quotes; and

Whereas, Mary Dominguez brought warmth and humor to her relationship with her colleagues, always quick to laugh and share her own stories often about wine, vacations, or Salinas (technically Gonzalez) to lighten the mood; and

Whereas, Ms. Dominguez cared for her staff with a listening ear and thoughtful advice, fostered an environment of independence and trust, and supported her staff in furthering their education and professional careers; and

Whereas, Mary was a part of the infamous crew of managers that was asked to leave Starbucks for having too much fun; and

Whereas, Ms. Dominguez was a solutions-focused leader during a pandemic, provided stability through staffing turnover, and creatively solved challenges with grace as her teams navigated difficult circumstances, like a new FAFSA, all while staying calm; and

Whereas, Mary encouraged her staff to feel proud of department accomplishments through student success stories, always recognizing their growth as professionals and people; and

Whereas, since 2019 Mary Dominguez has been a professional, wise, respectful, and much-loved member of the Allan Hancock College community and the Student Services division, who wish her all the best while knowing we will miss her very much; and

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Mary Dominguez for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-13

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. JANE EILEEN DONNELLY ON HER RETIREMENT

Whereas, Jane Eileen Donnelly has served the certified nurse assistant and the licensed vocational nursing program as an energetic and creative instructor who never shied away from showing her dancing skills; and

Whereas, Eileen has endeared herself to her students, past and present, for her knowledge, experience, kindness, and compassion; and

Whereas, Ms. Donnelly has a unique radar for nursing talents and has been instrumental to recruiting health science faculty, part-time and full-time, in various health sciences programs; and

Whereas, Eileen completed her master's in nursing with focus on nursing education while navigating her roles and responsibilities as a tenured faculty; and

Whereas, Eileen has patented role-playing and virtual simulation; she championed and implemented these alternate clinical experiences that have enhanced student appreciation for nursing; and

Whereas, Ms. Donnelly took over the LVN program directorship and bravely steered the program during the challenging pandemic; and

Whereas, Eileen helped increase the nursing workforce with more than 700 students during her years at the college; and

Whereas, since 2005 Eileen Donnelly has been a professional, wise, respected, and much-loved member of the Allan Hancock College community, who wishes her all the best as she embarks on her next adventures in her future home in Charleston, South Carolina, with her husband, Steve; daughters, Gabrielle and Courtney; son-in-law, Arthur; and grandchild, Camden; while knowing she will be missed;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Jane Eileen Donnelly for her exceptional service as a registered nurse and nurse educator, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-14

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MR. AL GARCIA ON HIS RETIREMENT

Whereas, Mr. Al Garcia began his dedicated service to Allan Hancock College in 2001 and, over the past two decades, has continually gone above and beyond to provide outstanding support to the campus community; and

Whereas, Al was known for his kindness and helpful nature, always approaching each request and challenge with a warm smile and a can-do spirit; and

Whereas, he had a remarkable ability to make large-scale events run smoothly and effortlessly, bringing calm and confidence to even the most complex setups; and

Whereas, Al's extensive knowledge and technical expertise were unmatched, and his peers consistently sought his insight when troubleshooting issues or planning for success; and

Whereas, his commitment to quality was evident in every task he undertook—no detail was too small, and no project was too big for his capable hands; and

Whereas, Al brought a positive energy and a solution-oriented mindset to every interaction, contributing to a culture of collaboration and respect; and

Whereas, he was someone faculty members could always count on—reliable, responsive, and ready to lend a hand whenever needed; and

Whereas, Al was always willing to see a job through, no matter what challenges arose, ensuring that every task was completed with care and precision; and

Whereas, his calm demeanor and steady presence brought a sense of reassurance to colleagues and event partners alike; and

Whereas, the legacy Al Garcia leaves behind is one of selflessness, excellence, and quiet leadership, which will continue to inspire those fortunate enough to have worked alongside him;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Al Garcia for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-15

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. JEANNETTE HERNANDEZ ON HER RETIREMENT

Whereas, Ms. Hernandez wears her heart on her sleeve in her ongoing support of students, worked hard to become the praiseworthy financial aid professional that she is, and winning the Classified Staff of the Year award in 2022; and

Whereas, Jeannette added a touch of sweetness to the office each day—not only through her warmth and generosity, but also through her unforgettable, expertly crafted cake pops; and

Whereas, Ms. Hernandez’s unwavering loyalty to the San Francisco 49ers made Mondays in the office feel like a celebration or somber rainy day and if you don’t agree with her, you’re wrong; and

Whereas, Jeannette is a loving mother and grandmother, often proudly showing off their accomplishments especially when her daughter completed her Hancock degree; and

Whereas, Jeannette Hernandez has never needed a speaker or microphone and could always be heard from any corner of the office assisting our students at the front counter; and

Whereas, when Ms. Hernandez was not feeling her best and unable to be here, she made sure we knew the exact reasons, in detail, sometimes with photo evidence, despite our assurances that we believed her; and

Whereas, Jeannette put her heart into helping students navigate the financial aid process, so much so that many students would look for her specifically and only accept help from her; and

Whereas, Ms. Hernandez was an incredible mentor to the financial aid student workers making sure to always recognize their hard work and contributions to our office; and

Whereas, Jeannette always made sure to let you know when she needed a coffee so you could bring one for her; and

Whereas, since 2007 Jeannette Hernandez has been a professional, wise, respectful, and much-loved member of the Allan Hancock College community and the financial aid department, who wish her all the best while knowing we will miss her very much; and

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Jeannette Hernandez for her exceptional service, congratulates her upon her retirement from Allan Hancock College and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-16

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MR. BARRY LEWIS ON HIS RETIREMENT

Whereas, Mr. Barry Lewis was a valuable and valued member of the library staff who always raised his hand for a project, offered to help, and took on whatever was needed with a shrug and a smile; and

Whereas, Barry impacted the lives of our students every day through tasks great and small whether they be fixing a paper jam or organizing the Books for Bulldogs program; and

Whereas, Mr. Lewis was never too caught up with the politics and “goings on” of campus because he had his projects to get home to, and now he has the time he deserves to dedicate to gardening, travel, and his grandchildren; and

Whereas, Barry’s passion for tidiness often led to mysteriously relocated objects, keeping us all on our toes and sharpening our detective skills; and

Whereas, Barry Lewis’ generosity and care ensured that student workers were always well-fed, energized, and appreciated through their steady supply of snacks; and

Whereas, Barry’s occasional grumbles and tough shell proved not to judge a book by its cover and that inside was a big heart; and

Whereas, Mr. Lewis’ signature look of shorts, no matter the season, welcomed a laid-back attitude and kept things lighthearted; and

Whereas, Barry Lewis has been a much-valued member of Allan Hancock College community, who loved sharing his hobbies like photography, genealogy, and travel, which now he can enjoy doing them more often;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Barry Lewis for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-17

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. LYDIA MAXWELL ON HER RETIREMENT

Whereas, Ms. Maxwell faithfully served Allan Hancock College students as a counselor in general counseling and EOPS+ with a friendly smile and a kind heart for over 35 years; and

Whereas, Lydia enjoyed noon time strolls with colleagues laughing, solving the world's problems, and admiring Greek/Roman statues; and

Whereas, Lydia has such a green thumb, you could always find lush plants in her office, as well as a fish or two, and could be relied upon to care for the office plants while others were away; and

Whereas, Ms. Maxwell celebrated life and culture and could always be found in festive holiday spirit, decorating her office and spilling color into the EOPS+ hallway; and

Whereas, Lydia will now have more time to enjoy her family, whether it is taking long walks on the beach with her father, traveling around the world with her husband, or spending time with her children, grandchild, and great-grandchild; and

Whereas, Lydia's sense of humor and beloved videos of her pet tortoise will be missed; and

Whereas, Ms. Maxwell may be able to now work on her set list for karaoke nights which started out as just an activity where "Girls Just Wanna Have Fun" in Palm Springs; and

Whereas, Ms. Maxwell has served her colleagues as a representative in Academic Senate, the Faculty Association, and Academic Policy & Planning; and

Whereas, Lydia Maxwell was a generational counselor welcoming her students' children and grandchildren to Hancock and providing guidance along their journey; and

Whereas, Lydia knew if she was visiting the office with her dog, Franco, everyone would come to visit Franco for a little unofficial pet therapy; and

Whereas, since 1988 Lydia Maxwell has been a professional, wise, respectful, and much-loved member of the Allan Hancock College community, who wish her all the best while knowing we will miss her very much; and

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Lydia Maxwell for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-18

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING DEAN MITCH McCANN ON HIS RETIREMENT

Whereas, Dean Mitch McCann has a passion for the betterment of our community through public service;
and

Whereas, Dean McCann had vision to improve and expand the reach of public safety programs offered
through Allan Hancock College; and

Whereas, Mitch spearheaded the improvement and addition of training props at the Public Safety Training
Complex, namely major projects such as the Draeger Burn Building and Roof Prop; and

Whereas, Mitch is compassionate and a great listener who makes every person who comes to Public
Safety and the extended campuses feel completely at ease; and

Whereas, Dean McCann never let the Lompoc Valley Center be forgotten; and

Whereas, Mitch demonstrated expert leadership and collaboration in assisting all Public Safety programs
with unprecedented growth during his tenure as the Dean of the Public Safety Department; and

Whereas, Mitch admits his love for a certain Italian delicacy and hopes a certain instructor will keep them
coming his way...; and

Whereas, Mitch now has ample time to spend with his family as well as interests such as skiing and taking
long vacations with Caryann; and

Whereas, Mitch is well known and respected throughout the Law Enforcement community, leaving a
legacy that has shaped thousands of officers throughout our communities, and with equal
passion has supported the Allan Hancock College Fire Technology programs, further validating
his secret regret of not pursuing a career in firefighting; and

Whereas, since 2017 Mitch McCann has been a professional, wise, respected, and much-appreciated
member of the Allan Hancock College community who wish him all the best while knowing we
will miss him very much;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire
college community, thanks Mitch McCann for his exceptional service, congratulates him upon his
retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-19

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MR. JOSE MEDINA ON HIS RETIREMENT

Whereas, Mr. Medina exemplified a strong work ethic, exceptional skills and professionalism and provided outstanding service to the facilities department and the Orfalea Children's Center Lab School (Children's Center) for 23 years; and

Whereas, Jose Medina displayed remarkable patience and organizational abilities, always ensuring the Children's Center and other facilities were safe and clean; and

Whereas, Jose was compassionate and an excellent listener, making everyone who entered the Children's Center feel at ease and welcomed; and

Whereas, Jose was known for having the nicest head of hair in the entire facilities department; and

Whereas, Jose had a sense of humor and impressive collection of jokes, which he used to maintain a cheerful and positive atmosphere in the workplace; and

Whereas, Mr. Medina shared his wisdom with anyone eager to learn; he was a mentor to many employees and students, and those who began their careers at the Children's Center and who continued to stay in touch with him; and

Whereas, Jose Medina holds the secrets to a long and happy marriage to his wife and looks forward to spending more time with his grandchildren; and

Whereas, Jose has shown that a strong work ethic, responsibility, consistency, and a good siesta are essential for a fulfilling and successful career; and

Whereas, since 2001, Jose Medina has been a professional, wise, respectful, and beloved member of the Facilities department. We wish him the very best while knowing that his absence will be deeply felt;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Mr. Jose Medina for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-20
A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MR. MARK MILLER ON HIS RETIREMENT

Whereas, Mark Miller has been a staunch advocate for adjunct faculty for over 25 years, making sure they knew their contract inside and out and understood their rights and responsibilities, and he continually worked to ensure they received more pay, benefits, professional development opportunities, and respect; and

Whereas, Mark Miller has a positive attitude and is friendly to everyone, but especially dedicated his time and patience to each student he helped; and

Whereas, as a published novelist and columnist, Mark will now be able to pen more novels and articles for others to enjoy; and

Whereas, Mr. Miller's consummate writing skills and authorship impress students, faculty, staff, and community; and

Whereas, Mark will now have more time to drive through the Carrizo Plains with his wife as they search for wildflowers and enjoy the countryside; and

Whereas, Mr. Miller's collegial demeanor and even-keeled approach to "spicy topics" never went unnoticed; and

Whereas, Mark is a history aficionado with a special interest and expertise in Holocaust studies and who seeks to educate others so we are "leaves who know our trees"; and

Whereas, Mark helped department chairs decipher the adjunct contract so we could schedule all instructors with fairness and equity; and

Whereas, Mr. Miller was always willing to share the part-time faculty perspective while serving on committees; and

Whereas, Mark Miller served tirelessly and enthusiastically as a Writing Center consultant and demonstrated the unique ability and qualifications to teach, not only English, but ESL and vocational skills;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Mark Miller for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-21

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING DEAN RICK RANTZ ON HIS RETIREMENT

Whereas, Rick Rantz dedicated his career to the pursuit of excellence, consistently demonstrating a strong work ethic, commitment, and willingness to put in the extra time and effort needed to support the success of students, faculty, staff, and Allan Hancock College; and

Whereas, Dean Rantz is like the *Willy Wonka* of higher education, always on a constant quest for creative solutions, who will probably do five more impossible, never-before-thought-of, brilliant things to achieve student equity and access before the end of June; and

Whereas, Rick harnessed his exceptional creativity as a songwriter and record producer to "orchestrate" initiatives that support high school students, justice-involved youth, and provide upper division courses to the communities of Northern Santa Barbara County, even if it meant combing through more than 700 CSU courses; and

Whereas, Rick's genuine and authentic personality, as well as his eagerness to support others and extreme patience and compassion in dealing with students, staff, faculty, and other members of the administration, created a sense of comfort and inclusion for all the departments he oversaw; and

Whereas, Dean Rantz was a wonderful, approachable administrator, who gave his full attention, showed respect, and was a great listener; and

Whereas, Rick was a great leader who trusted coworkers with the freedom to take ownership of their own work, inspiring them to maximize their potential, while offering timely guidance whenever necessary; and

Whereas, Dean Rantz demonstrated a great amount of patience with faculty and went above and beyond to make sure they felt heard and supported; and

Whereas, Rick has amazed us all as the true "Renaissance Man" with his experiences from being a long-haired surfer to an elementary and junior high school art teacher; and

Whereas, while Rick stays calm amid chaos, we know behind those blue eyes are thoughts of travel and warm international waters, floating on boats, and fishing; and

Whereas, Rick Rantz has been a professional, wise, respectful, and much-loved member of the Allan Hancock College community whose enduring service to AHC will truly be missed;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Rick Rantz for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-22

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MR. JIM READ ON HIS RETIREMENT

Whereas, Jim Read could not escape the fate of literature champion and library supporter due to having the last name "Read"; and

Whereas, Mr. Read ran a tight ship while he was chair of the Language Arts (now English) department and has been a supportive fellow faculty member, willing to go above and beyond to help others, including emceeding department events; and

Whereas, Jim maintained a positive outlook and love of teaching through many years and duties, and changed the odds for many students while dutifully serving on the Scholarship Committee; and

Whereas, Jim Read provided calm in a storm and no odyssey or tempest could unlay his keel; and

Whereas, Mr. Read made his interest in literature come to life by taking the best sabbaticals; and

Whereas, Jim Read has been a fearless, tech-savvy innovator who reached students where they are, so they could appreciate James Joyce and Shakespeare and is the last known AHC faculty to speak Middle English on demand; and

Whereas, Jim can retire with a very high faculty rating on "Rate My Professor" website and now has time to continue his love of exploring other countries and cultures, and his friends can play "Where in the World is Jim Read?" more often; and

Whereas, Jim will now have plenty of time to savor his morning cup of Good Earth tea while completing the *New York Times* crossword puzzle in record time and continue to wow at Words With Friends as Zeppo888; and

Whereas, Jim Read, in a few choice words, can settle a divisive dispute with his calm voice of logic and reason, which he uses to share his wisdom and experience, because Jim is a beloved and consistently respected professor in the English department; and

Whereas, Jim is a fashion icon, donning a couture Vietnamese flamingo jacket; and

Whereas, Mr. Read is a wonderful mentor, excellent team-teaching partner, a dear friend, and an edgy social media influencer; and

Whereas, we will miss Jim's great enthusiasm for literature, art and travel, his easy-going manner, his sense of humor, but mostly we will miss him wearing his Fez on Thursdays with Bob upstairs in the ARC;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Jim Read for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-23
A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MR. CRAIG ROSA ON HIS RETIREMENT

Whereas, Mr. Rosa brought an amazing work ethic and was always willing to assist staff and faculty with any custodial needs while demonstrating consistency in his cleaning and care for the aesthetic appearance of the Public Safety Training Complex (PSTC); and

Whereas, Mr. Rosa developed friendships with cadets, professors, and staff and was highly regarded as a welcoming face in the PSTC; and

Whereas, Craig served the staff and students at the PSTC with the utmost professionalism, he was not only a co-worker, but a friend; and

Whereas, Craig Rosa was always a joy to work with. Staff, faculty, and students all enjoyed his presence and his contribution to the PSTC and the Facilities department; and

Whereas, Craig will no longer have to search the PSTC building for his glasses or cup of coffee, he can now go fishing, camping, work on old and classic cars, sleep in, and watch the news all day long; and

Whereas, Craig was known for being a good-hearted man. He was there when you needed an extra hand and would come together with others in times of prayer requests and lend an open ear; and

Whereas, Craig was always willing to give his opinion by saying, "I'm just putting it out there" or, "To make a long story longer"; and

Whereas, Mr. Rosa will not have to spend any more time pondering when he should retire as he will now be able to enjoy it, and staff will not have to spend any more time listening to him ponder when he should retire as he will now be doing it; and

Whereas, since 2013, Craig Rosa had been employed with the district and was a great asset to the custodial team and to the Facilities department and he will be missed tremendously;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Mr. Craig Rosa for his exceptional service, congratulates him upon his retirement from Allan Hancock College, and wishes him the best in his future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-24

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. KRISTY TREUR ON HER RETIREMENT

Whereas, Kristy Treur has dedicated 30 years of service to Allan Hancock College as part-time faculty member, then an Environmental Health and Safety instructor; and

Whereas, Ms. Treur served as the Allan Hancock College Public Safety department chair for six years; and

Whereas, Ms. Treur has administered thousands of respiratory Fit Tests to fire academy students so they could safely enter hazardous environments; and

Whereas, Kristy's drive for environmental health and safety has inspired students to pursue careers in this vital field; and

Whereas, Ms. Treur's expertise and dedication have been instrumental in developing and implementing a comprehensive curriculum; and

Whereas, Kristy loves animals and has added a new rescue cat to her family; and

Whereas, Ms. Treur's students are appreciative of her ability to keep the 8 hour Hazwoper refresher course interesting by bringing new learning experiences with each repetition; and

Whereas, Kristy has impacted her students with her organization of assignments and course materials, her knowledge and insights; and the ability to change perspectives about environmental health and safety; and

Whereas, since 1995 Kristy Treur has been a professional, energetic, and respected member of the Allan Hancock College community, who wish her all the best while knowing we will miss her;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Kristy Treur for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

RESOLUTION 25-25

A RESOLUTION OF THE BOARD OF TRUSTEES OF
THE ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
HONORING MS. NANCY JO WARD ON HER RETIREMENT

Whereas, Nancy Jo Ward started with the goal of building a strong Graphic Design program and ended up building a community as strong and vibrant as she is; and

Whereas, Nancy Jo has been a guiding force in her department, always willing to lend a helping hand, share her wisdom, and encourage creativity with a generous spirit and infectious energy (often punctuated by her dream of becoming a pop-locking groove dancer), reminding us all to embrace joy and self-expression; and

Whereas, Ms. Ward never found a meeting she couldn't attend, a regional initiative she wouldn't champion, or a faculty member she wouldn't uplift; and

Whereas, Nancy Jo was the undisputed CTE liaison champion of the region, setting the gold standard for connecting, collaborating, and championing career education; and

Whereas, Ms. Ward connected students with local employers so efficiently, we suspect she might have moonlighted as a talent scout; and

Whereas, Nancy Jo has a style that equals her passion for design so much so that she is a walking work of art; and

Whereas, Nancy Jo's eyes should be archived in the Smithsonian Museum for their value in identifying exceptional design over a distinguished history; and

Whereas, Nancy Jo's talents are evident in her artwork displayed at the college and in the Santa Maria community so that her presence will be felt for generations; and

Whereas, Nancy Jo is a problem solver and loves all things Italian. We can expect her to adapt to the fact that for every one problem, Italians generate ten more, so we wish her good luck with retirement and attempting to not solve more issues; and

Whereas, Nancy Jo glides in the water as she does in life—full of determination and grace; and

Whereas, Nancy Jo may not understand the full extent of how much the college, the Fine Arts department, and Hancock graphics students appreciate her dedication, insights, energy, and spirit. Her legacy is one that is rarely matched, and her how-to manuals will be read cover-to-cover for years to come;

Now, therefore, be it resolved that the Allan Hancock College Board of Trustees, along with the entire college community, thanks Nancy Jo Ward for her exceptional service, congratulates her upon her retirement from Allan Hancock College, and wishes her the best in her future endeavors.

Dated this 20th day of May, 2025

President, Board of Trustees

Superintendent/President

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Approval of 2024-2025 Revised Adopted Budget	Item Number: 13.B.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 14

BACKGROUND

Title 5 Section 58307, requires that the board of trustees adopt revisions to the annual budget. The board approved a balanced budget in September 2024, which included a 2.41 percent deficit factor equivalent to \$1,906,188. Since then, fiscal year (FY) 24-25 cash receipts (income taxes, sales and use taxes and corporate taxes) exceeded projections included in the state budget that was approved in June 2024. While the May revision has not been published as of the time of this writing, it is expected that state apportionment will be fully funded. Additionally, the district's enrollments exceeded initial projections, which increased revenue by just over one million dollars. These adjustments will be made once confirmed and at the end of the FY. District revised budgets are reflected in the table below.

General Fund – Unrestricted

	<u>FY24-25 Approved Budget</u>	<u>FY24-25 Revised Budget</u>
<u>Beginning Fund Balance</u>	<u>\$32,079,472</u>	<u>\$32,078,920</u>
<u>Revenue</u>	\$88,072,379	\$88,491,160
<u>Deficit Factor</u>	<u>-1,906,188</u>	<u>-1,906,188</u>
<u>Subtotal</u>	<u>\$86,166,191</u>	<u>\$86,584,972</u>
<u>Expenses</u>	86,555,952	87,811,787
<u>Other outgo</u>	<u>5,152,870</u>	<u>5,161,877</u>
<u>Subtotal</u>	<u>\$91,708,822</u>	<u>\$92,973,664</u>
<u>Net</u>	<u>-5,542,631</u>	<u>-6,388,692</u>
<u>One Time Funds</u>	<u>5,542,631</u>	<u>6,388,692</u>
<u>Ending Fund Balance</u>	<u>\$26,536,841</u>	<u>\$25,690,228</u>
<u>Percent of Expenses</u>	<u>30.66%</u>	<u>27.63%</u>

(Continued)

FISCAL IMPACT

No fiscal impact. Budgets are revised to reflect available income and expenses more accurately.

RECOMMENDATION

Staff recommends the board of trustees adopt revisions to the 2024-2025 district budget.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------

General Fund Income – Unrestricted

Adjustments to Income	
State Income	\$ 400,903
Local Income	<u>17,878</u>
Subtotal	\$ <u>418,781</u>
Reserve Adjustment	(552)
Net Income	\$ <u>418,228</u>

General Fund Expenditures – Unrestricted

Expenses saw larger changes than revenues. Most of the increases were funded through budget transfers out of one-time funds. The district also reduced salaries and made a minor increase to benefits to reflect out-of-class and temporary assignments. Adjustments are presented in the table below:

Adjustments to Expenditures	
Academic salary adjustment	\$ (49,756)
Classified salary adjustment	(70,138)
Staff benefits adjustment	29,448
Books, Supplies and Materials	363,563
Operating Expenses & Services	892,726
Capital Outlay	89,992
Other outgo	<u>9,007</u>
Subtotal	<u>\$1,264,842</u>
Expenditures and other outgo (one time funds)	(846,061)
Net Expenditures	\$ <u>418,781</u>
Reserve Adjustment	<u>(552)</u>
Net Expenditures, Other Outgo & Contingencies	\$ <u>418,228</u>

General Fund – Restricted

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

Capital Outlay Projects Fund

Additional revenue was realized as the result of a federal grant for design of a nursing lab. After adjusting expense budgets for ongoing projects there is a slight decrease to the ending fund balance.

Dental Self Insurance Fund

There were minor adjustments in the expense accounts due to plan increases.

Property & Liability Self Insurance Fund

The Property & Liability Self Insurance Fund accounts for the deductible portion of the district's property and liability insurance. There were minor adjustments due to insurance reimbursement and expenditures.

Student Financial Aid Trust Fund

The original adopted budget reflected the initial grant allocation per the U.S. Department of Education statement of account for the 2023-2024 award year. Income and expenditure budgets have been revised to reflect current allocation levels.

District Trust Fund

This fund had minor increases in revenue due to higher than expected sales revenue and donations. Expenditures rose, as well, to account for supply and material increases and other miscellaneous expenditures.

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	Unrestricted	\$ 28,825,728	\$ 28,825,176
	Restricted Reserves	3,253,744	3,253,744
	NET BEGINNING BALANCE JULY 1	32,079,472	32,078,920
	FEDERAL INCOME		
8110	Forest Reserve	4,200	4,200
8190	Other Federal Income	1,000	1,000
Total	Federal Income	5,200	5,200
	STATE INCOME		
8611	Apprenticeship	55,735	55,735
8612	State General Apportionment	38,056,764	38,455,724
8612	State General Apportionment - Prior Year	-	-
8613	Other General Apportionment	93,102	93,102
86133	Part Time Faculty Allocations	246,411	246,411
8630	Education Protection Account	15,401,926	15,401,926
8630	Education Protection Account - Prior Year	-	-
8652	Maintenance Allowance	-	1,944
8671	Homeowners Property Tax Relief	71,000	71,000
8681	State Lottery Proceeds	1,702,794	1,702,794
8685	State Mandated Costs	311,128	311,128
8690	STRS On-Behalf Of Revenue/Other State Revenue	3,103,202	3,103,202
Total	State Income	59,042,062	59,442,965
	LOCAL INCOME		
8811	District Taxes - Secured Roll	15,990,814	15,990,814
8812	District Taxes - Supplemental Roll	600,000	600,000
8813	District Taxes - Unsecured Roll	600,000	600,000
8816	District Taxes - Prior Years	-	-
8817	District Taxes - ERAF	3,900,000	3,900,000
8818	Redevelopment Agency Funds - Pass Through	187,232	187,232
8819	Redevelopment Agency Funds -Residual	225,000	225,000
8820	Contributed Income	300,000	300,000
8824	Foundation Contribution	25,804	25,804
8831	Contract Instructional Services	400,000	400,000
8832	Other Contracted Services	-	-
8840	Sales	10,000	10,000
8850	Rentals and Leases	20,000	32,000
8860	Interest and Investment Income	500,000	500,000
8872	Community Services Classes	100,000	100,000
8874	Enrollment Fees	2,200,000	2,200,000
8875	Use of Nondistrict Facilities	-	-
8877	Sales, Instructional Materials	330,933	331,511
8879	Student Records	-	-
8880	Nonresident Tuition	729,147	729,147
8885	Student Fines/Fees	5,000	5,000
8890	Miscellaneous Income	995,000	1,000,299
8897	Bad Debt	-	-
Total	Local Income	27,118,929	27,136,807
	INCOMING TRANSFERS		
8980	Interfund Transfers	-	-
Total	Incoming Transfers	-	-
TOTAL	INCOME - ALL SOURCES	86,166,191	86,584,972
TOTAL	BEGINNING BALANCE AND INCOME	\$ 118,245,664	\$ 118,663,892

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
1000	ACADEMIC SALARIES		
1100	Regular-Instructional Salaries	12,196,233	12,078,840
1200	Regular Non-Instructional Salaries	8,020,324	7,999,470
1300	Other Instructional Salaries	9,964,647	9,964,647
1400	Other Non-Instructional Salaries	1,361,989	1,450,479
Total	Academic Salaries	31,543,193	31,493,437
2000	CLASSIFIED SALARIES		
2100	Regular Classified Salaries	20,368,554	20,238,538
2200	Regular Inst Aide Salaries	1,500,696	1,483,343
2300	Other Classified Salaries	739,866	815,099
2400	Other Inst Aide Salaries	767,274	769,272
Total	Classified Salaries	23,376,390	23,306,252
3000	STAFF BENEFITS		
3100	State Teachers' Retirement	6,091,984	6,081,102
3200	Public Employees' Retirement	5,722,789	5,744,092
3300	Social Security - OASDI	2,138,100	2,143,611
3400	Health and Welfare	5,915,736	5,916,033
3500	Unemployment Insurance	66,842	66,861
3600	Workers' Compensation Insurance	579,910	580,312
3700	Other Benefits Retirement	-	-
3900	Other Benefits	36,832	49,632
Total	Staff Benefits	20,552,195	20,581,643
4000	BOOKS, SUPPLIES, AND MATERIALS		
4300	Instructional Supplies	588,442	623,065
4500	Non-Instructional Supplies	783,739	936,699
4600	Pupil Transportation Supplies	218,649	356,686
4700	Food Supplies	31,052	68,996
Total	Books, Supplies, and Materials	1,621,882	1,985,445
5000	OPERATING EXPENSES & SERVICES		
5100	Contract for Personal Services	1,801,577	1,873,539
5200	Travel, Conf. and In-Service Training	249,495	329,812
5300	Dues, Memberships, and Licenses	903,754	848,493
5400	Insurance	736,511	736,511
5500	Utilities and Housekeeping Services	2,600,973	3,136,721
5600	Rents, Leases and Repairs	1,483,239	1,659,509
5700	Legal, Elections and Audit Expenses	480,775	481,025
5800	Other Services, Postage, Advertising	556,696	634,835
5900	Other Operating Expenses	(150,000)	(144,701)
Total	Operating Expenses & Services	8,663,018	9,555,744

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
GENERAL FUND - UNRESTRICTED**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
6000	CAPITAL OUTLAY		
6100	Sites and Improvements	33,467	84,167
6200	Buildings & Improvements	110,262	117,926
6300	Books and Media for Libraries	79,369	80,242
6400	Equipment	576,176	606,931
Total	Capital Outlay	799,274	889,266
7000	OTHER OUTGO		
7200	Intrafund Transfer - Restricted G/F	81,900	83,900
7300	Interfund Transfer - Capital Maintenance/Technology Reser	207,960	207,960
7300	Interfund Transfer - Scheduled Maintenance Prj	-	-
7300	Interfund Transfer - Cap Proj - Misc Projects	1,115,000	1,115,000
7300	Interfund Transfer - Co-curricular	310,136	310,136
7300	Interfund Transfer - Child Development	10,000	10,000
7300	Interfund Transfer - PCPA	3,009,319	3,009,319
7300	Interfund Transfer - PRSP Trust	-	-
7300	Interfund Transfer - ASBG	50,000	50,000
7400	Other Transfers	233,555	240,562
7500	Student Financial Aid	75,000	75,000
7600	Misc Payments to/for Students	60,000	60,000
Total	Other Outgo	5,152,870	5,161,877
Total	Expenditures and Other Outgo	91,708,822	92,973,664
7990	Appropriation for Contingencies	5,367,725	5,369,040
7922	Restricted Reserve-Other	300,000	189,211
7922	Restricted Reserve-Mandate Funds	850,966	850,966
7923	Reserve for One-Time Funds	2,000,000	1,415,159
7995	Reserve for Attrition	-	-
7925	Restricted Reserve	1,402,778	1,402,778
7929	Reserve for Economic Uncertainty	15,315,373	15,315,373
7991	Reserve for Reallocation	300,000	151,203
7993	Reserve for Furniture, Fixtures and Equipment	1,000,000	996,498
TOTAL	EXPENDITURES, OTHER OUTGO AND CONTINGENCIES	118,245,664	118,663,892
	General Reserve (Net Ending Balance)	-	-
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	118,245,664	118,663,892

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
GENERAL FUND - RESTRICTED

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	NET BEGINNING BALANCE JULY 1	\$ 11,060,828	\$ 11,060,798
	FEDERAL INCOME		
8120	College Work Study	305,896	305,896
8121	Higher Education Act/Title V	867,140	1,754,133
8133	Workforce Investment Act WIA	-	-
8140	TANF	55,944	56,130
8170	VTEA - Basic Grant	-	-
8170	VTEA - Special Projects	-	-
8170	Tech-Prep/CTE Grants	665,066	665,066
8199	Other Federal Income	1,013,560	2,794,321
Total	Federal Income	2,907,605	5,575,546
	STATE INCOME		
83132	Basic Skills Apportionment	-	-
86220	Extended Opportunity Program & Services	2,516,561	2,733,717
86230	Disabled Students Programs & Svc	1,276,196	1,462,638
86250	CalWORKS	423,119	397,534
86270	Other General Categorical Programs	11,581,113	14,293,783
86271	Cooperative Agencies Resources for Education CARE	667,945	674,252
86272	Student Success and Support Programs	4,435,512	4,398,464
86273	Block Grant/Instructional Equipment & Physical Plant	-	-
86274	Foster Parent Training Grant	64,949	72,409
86520	Other Reimbursable Categorical Programs	712,560	1,499,008
8652	Instructional Equipment & Physical Plant	-	-
86521	Economic Development	3,756,207	5,168,663
86524	Child Dev Trng Consortium	-	-
8655	Scheduled Maintenance & Special Repair	-	-
8656	Independent Living Grant	-	-
86580	Prop 39 Energy Efficiency	-	-
86590	Misc. State Grants	-	-
86810	Lottery Proceeds	731,042	731,042
86900	Other State Revenues	6,197,121	8,141,282
Total	State Income	32,362,326	39,572,790
	LOCAL INCOME		
8820	Contributions	233,112	511,247
8830	Contracted Instruction	-	-
8840	Sales	100,000	100,000
8850	Leases and Rentals	6,500	6,500
8876	Health Fees	500,000	500,000
8877	Sales, Instr Mtl	269,038	269,038
8881	Parking Services Fees	238,022	238,022
8885	Other Student Fees	16,200	16,200
8890	Other Income	443,032	451,867
Total	Local Income	1,805,904	2,092,874
	INCOMING TRANSFERS		
8980	Interfund Transfers	-	-
8982	Intrafund Transfers	83,900	83,900
TOTAL	INCOME - ALL SOURCES	37,159,735	47,325,111
TOTAL	BEGINNING BALANCE AND INCOME	\$ 48,220,563	\$ 58,385,909

ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
GENERAL FUND - RESTRICTED

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
1000	ACADEMIC SALARIES		
1100	Regular-Instructional Salaries	95,615	85,918
1200	Regular Non-Instructional Salaries	2,444,903	2,384,126
1300	Other Instructional Salaries	21,979	101,726
1400	Other Non-Instructional Salaries	1,129,952	2,844,768
Total	Academic Salaries	3,692,449	5,416,538
2000	CLASSIFIED SALARIES		
2100	Regular Classified Salaries	5,409,604	5,398,484
2200	Regular Inst Aide Salaries	349,828	271,936
2300	Other Classified Salaries	2,049,361	2,481,223
2400	Other Inst Aide Salaries	807,176	1,327,864
Total	Classified Salaries	8,615,969	9,479,507
3000	STAFF BENEFITS		
3100	State Teachers' Retirement	741,455	1,033,202
3200	Public Employees' Retirement	1,561,544	1,616,761
3300	Social Security - OASDI & Medicare	552,593	611,433
3400	Health & Welfare	1,356,915	1,327,598
3500	Unemployment Insurance	15,479	15,854
3600	Workers' Compensation Insurance	121,220	149,403
3700	Non-Academic STRS	-	-
3900	Other Benefits - Projects	-	-
Total	Staff Benefits	4,349,206	4,754,251
4000	BOOKS, SUPPLIES, AND MATERIALS		
4300	Instructional Supplies	1,121,659	1,212,577
4500	Non-instructional Supplies	1,088,084	1,498,439
4600	Pupil Transportation Supplies	430,983	569,571
4700	Food Supplies	584,066	800,501
Total	Books, Supplies, and Materials	3,224,791	4,081,088
5000	OPERATING EXPENSES & SERVICES		
5100	Contract for Personal Services	1,361,396	1,957,490
5200	Travel, Conf. & In-service Training	1,043,441	1,420,580
5300	Dues, Memberships, and Licenses	1,364,077	1,499,372
5400	Insurance	35,168	36,368
5500	Utilities and Housekeeping Services	124,689	111,000
5600	Rents, Leases and Repairs	800,742	1,029,251
5700	Legal, Elections and Audit Expenses	13,078	19,940
5800	Other Services, Postage, Advertising	354,452	712,842
5900	Indirect Support Charges	442,669	840,707
Total	Operating Expenses & Services	5,539,712	7,627,549

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
GENERAL FUND - RESTRICTED**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
6000	CAPITAL OUTLAY		
6100	Sites and Improvements	35,000	39,589
6200	Buildings & Improvement	251,413	107,858
6300	Books & Media for Libraries	67,253	17,397
6400	Equipment	2,794,187	3,632,841
6990	Construction Contingency	-	-
Total	Capital Outlay	3,147,854	3,797,684
7000	OTHER OUTGO		
7200	Intrafund Transfers	-	-
7300	Interfund Transfers	1,340,231	3,583,518
7500	Student Financial Aid	1,133,387	1,319,040
7600	Other Payments to Students	4,279,378	4,573,516
Total	Other Outgo	6,752,996	9,476,074
7922	Restricted Reserve	12,897,586	13,753,217
TOTAL	EXPENDITURES, OTHER OUTGO AND CONTINGENCY	48,220,563	58,385,909
	General Reserve (Net Ending Balance)	-	-
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	\$ 48,220,563	\$ 58,385,909

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
CAPITAL OUTLAY PROJECTS FUND**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	NET BEGINNING BALANCE JULY 1	\$ 14,076,905	\$ 14,076,905
	STATE INCOME		
8627	Scheduled Maintenance Income	-	-
8690	Other State Revenues	-	-
Total	State Income	-	-
	LOCAL INCOME		
8820	Contributions	-	-
8860	Interest	25,000	25,000
8890	Other Local Revenue	-	-
Total	Local Income	25,000	25,000
	INCOMING TRANSFERS		
8980	Interfund Transfers	1,322,960	2,737,960
Total	Incoming Transfers	1,322,960	2,737,960
TOTAL	INCOME	1,347,960	2,762,960
TOTAL	BEGINNING BALANCE AND INCOME	\$ 15,424,865	\$ 16,839,865
	BOOKS, SUPPLIES, & MATERIALS		
4000	Operational Supplies	27,133	47,133
Total	Total Books, Supplies, & Materials	27,133	47,133
	OTHER OPERATING EXPENSES		
5000	Consultant & Architectural Svc	9,536	61,536
5100	Licenses and Permits	6,260	21,515
5300	Utilities	-	-
5500	Contracts, Repairs	-	22,422
5600	Misc. Operating	-	-
5700	Other Services	1,408	1,851
5800			
Total	Other Operating Expenses	17,203	107,323
	CAPITAL OUTLAY		
6000			
6100	Site Improvement	10,000	20,710
6200	Buildings	4,605,259	6,172,135
6400	Equipment	451,618	481,540
6900	Construction contingency	45,285	67,414
Total	Capital Outlay	5,112,163	6,741,800
	OTHER OUTGO		
7000	Intrafund Transfers	-	-
7300			
Total	Other Outgo	-	-
TOTAL	EXPENDITURES AND OTHER OUTGO	5,156,499	6,896,256
7900	Appropriations for Contingency	10,268,366	9,943,609
Total	Contingency and Reserves	10,268,366	9,943,609
	NET ENDING BALANCE	-	-
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	\$ 15,424,865	\$ 16,839,865
		-	-

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
DENTAL SELF INSURANCE FUND**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	NET BEGINNING BALANCE JULY 1	\$ 979,127	\$ 979,127
	LOCAL INCOME		
8830	Contribution from General Fund	709,425	709,425
8860	Interest	5,000	5,000
8980	Transfers In	-	-
TOTAL	INCOME	714,425	714,425
TOTAL	BEGINNING BALANCE AND INCOME	\$ 1,693,552	\$ 1,693,552
	EXPENDITURES		
5430	Self Insurance Claims	709,425	769,917
5890	Miscellaneous Fees	-	-
TOTAL	EXPENDITURES	709,425	769,917
	OTHER OUTGO		
7000	Interfund Transfers	-	-
7900	Appropriation for Contingencies	984,127	923,635
TOTAL	EXPENDITURES AND CONTINGENCIES	1,693,552	1,693,552
	NET ENDING BALANCE	-	-
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	\$ 1,693,552	\$ 1,693,552
		-	-

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
PROPERTY AND LIABILITY SELF INSURANCE FUND**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	NET BEGINNING BALANCE JULY 1	\$ 855,019	\$ 855,019
	LOCAL INCOME		
8830	Contribution from General Fund	-	-
8860	Interest	4,000	4,000
8890	Other Local Income	-	19,511
TOTAL	INCOME	4,000	23,511
TOTAL	BEGINNING BALANCE AND INCOME	\$ 859,019	\$ 878,530
	EXPENDITURES		
4000	All Books, Supplies & Materials	-	-
5112	Service Contracts (Businesses)	-	-
5410	District Insurance	-	-
5430	Self-Insurance Claims	15,000	40,846
5590	Alarm Services	-	-
5650	Contracted Repairs	-	10,341
6000	Capital Outlay	-	15,875
TOTAL	EXPENDITURES	15,000	67,063
7900	Appropriation for Contingencies	844,019	811,468
TOTAL	EXPENDITURES AND CONTINGENCIES	859,019	878,530
	NET ENDING BALANCE	-	-
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	\$ 859,019	\$ 878,530
		-	-

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
STUDENT FINANCIAL AID TRUST FUND**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	ADJUSTED NET BEGINNING BALANCE JULY 1	\$ 21,809	\$ 21,809
	FEDERAL INCOME		
8150	Supplemental Ed. Opportunity Grants Prog.	273,381	328,459
8153	Pell Grant Program	10,400,000	10,400,000
8154	Direct Loans and Scholarships	450,000	450,000
8157	Financial Aid Prior Year	-	-
Total	Federal Income	11,123,381	11,178,459
	STATE INCOME		
8625	Cal-WORKs	50,000	50,000
8627	Other General Categorical Programs	1,142,652	2,690,246
8652	Other Reimbursable Categorical Programs	1,225,000	1,225,000
8690	Other State Revenues	-	-
Total	State Income	2,417,652	3,965,246
	LOCAL INCOME		
8860	Interest	-	-
8980	Interfund Transfers	634,762	634,762
Total	Local Income	634,762	634,762
TOTAL	INCOME	14,175,795	15,778,467
TOTAL	BEGINNING BALANCE AND INCOME	\$ 14,197,604	\$ 15,800,276
	EXPENDITURES		
	OTHER OUTGO		
7000	OTHER OUTGO		
7510	Pell Grant Program	10,400,000	10,400,000
7515	CARES Act/HEERF II	-	-
7516	Emergency Financial Assistance	242,652	242,652
7520	Supplemental Ed. Opportunity Grants Prog.	273,381	328,459
7525	FT Student Success Grant	900,000	2,447,594
7530	Direct Loans and Scholarships	450,000	450,000
7540	Extended Opportunity Prog. & Serv. Grants	-	-
7542	CARE Grants	225,000	225,000
7550	Cal Grant	1,250,000	1,250,000
7563	Chafee Grant	25,000	25,000
7581	CA4All College Corp Living	409,762	409,762
7591	Pell Grant Prior Year	-	-
7592	SEOG Prior Year	-	-
7593	Cal Grant Prior Year	-	-
7611	Misc Payments to Students	-	-
7950	Restricted Reserve	21,809	21,809
TOTAL	OTHER OUTGO	14,197,604	15,800,276
TOTAL	EXPENDITURES AND OTHER OUTGO	14,197,604	15,800,276
	General Reserve (Net Ending Balance)	-	-
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	\$ 14,197,604	\$ 15,800,276
		-	-

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
2024-2025 REVISED ADOPTED
DISTRICT TRUST FUND**

Account Number	Description	2024-25 Adopted Budget	2024-25 Revised Adopted
	ADJUSTED NET BEGINNING BALANCE JULY 1	\$ 5,789,497	\$ 5,789,497
	INCOME		
8820	Donations	17,750	38,350
8840	Sales	50,937	115,340
8850	Leases and Rentals	3,500	3,500
8860	Interest/Gain/Losses	30,885	37,069
88XX	Miscellaneous Income	4,500	8,889
8980	Interfund Transfers	-	-
TOTAL	INCOME	107,572	203,149
TOTAL	BEGINNING BALANCE AND INCOME	\$ 5,897,069	\$ 5,992,646
	EXPENDITURES		
1000	Certificated Salaries	14,212	18,445
2000	Classified Salaries	3,000	3,000
3000	Benefits	-	-
4000	Supplies & Materials	37,347	106,524
5000	Other Operating Exp & Svcs	29,040	43,602
6000	Capital Outlay	-	-
TOTAL	EXPENDITURES	83,600	171,570
	OTHER OUTGO		
7000	Interfund Transfers	-	-
7300	Scholarships	31,541	27,241
7500	Other Payments to/for Students	-	-
TOTAL	OTHER OUTGO	31,541	27,241
TOTAL	EXPENDITURES AND OTHER OUTGO	115,141	198,812
	NET ENDING BALANCE	5,781,928	5,793,834
GRAND TOTAL	EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	\$ 5,897,069	\$ 5,992,646
		-	-

**ACTION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Approval for Rejection of Insurance Claim No. 016853915	Item Number: 13.C.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 1

BACKGROUND

On April 24, 2025, Ditchey Geiger, LLC, filed a claim against the district on behalf of Interinsurance Exchange of the Automobile Club (AAA) for rental car costs and auto repairs allegedly incurred due to an automobile accident on December 4, 2024. It was a minor collision, side mirror to side mirror, with no damage to the district vehicle and no bodily injuries sustained. The incident reports from the district employee and other driver are conflicting and no police report was filed. We also received a brief video taken by a camera in the claimant's vehicle. However, fault remains inconclusive. The claim amount is \$6,188.53.

The established procedure (BP/AP 3810 Claims Against the District) 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

Staff recommends the board of trustees reject Claim No. 016853915 from Ditchey Geiger, LLC, attorneys on behalf of Interinsurance Exchange of the Automobile Club.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: Acceptance of Grants Approved and Review of Grant Proposals Submitted, Rescinded, and No Status	Item Number: 13.D.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 3

BACKGROUND
Acceptance of Grants Approved

Institutional Grants has been notified of funding for the following grants in the amount of \$1,272,102.

1. California Community College Chancellor's Office: Rebuilding Nursing Infrastructure (\$1,150,000)

Funding will close critical healthcare workforce gaps by expanding educational pathways for nursing students at Allan Hancock College. Strategies for innovative nursing partnerships to strengthen infrastructure include development of a Bachelor of Science in nursing with California State University Channel Islands, training for nursing faculty, and investment in retention and persistence for nursing students.

No matching funds are required. The project period is for two years from July 1, 2025, to June 30, 2027. (Submitted by Thomas Lamica and Larry Manalo)

2. California Community Colleges Chancellor's Office: Rising Scholars Network (\$122,102 – year 1 award of 3-year project period)

Funding will expand the number of justice-involved students participating and succeeding in community colleges. Program funds serve incarcerated and formerly incarcerated students to reduce equity gaps among justice-involved students. The Hancock Rising Scholars Network serves both on-campus students and those in prisons, jails, and juvenile facilities.

No matching funds are required. The project period is for one year from July 1, 2025 – June 30, 2026 (Submitted by Genevieve Siwabessy and Rena Alspaw).

FISCAL IMPACT

1. California Community College Chancellor's Office: Rebuilding Nursing Infrastructure (\$1,150,000)
2. California Community Colleges Chancellor's Office: Rising Scholars Network (\$122,102)

RECOMMENDATION

Staff recommends the board of trustees accept these contracts for a total of \$1,1272,102 in restricted funds to the district.

Administrator Initiating Item: Jon Hooten	Final Disposition:
--	--------------------

Review of Grant Proposals Submitted

Institutional Grants has submitted the following grant applications for a total of \$65,000 in requested funds.

1. Santa Barbara Foundation: William & Dottie Daniel Fund Scholarship Grant Program (\$50,000)

Funding will support childcare scholarships to help working low-income parents. Both the Orfalea and Lompoc Children's Center Lab School prioritize student parents to ensure the college meets its goal in creating access to all students for higher education.

No matching funds are required. The project period is for one year from June 30, 2025 to July 1, 2026 (Submitted by Maria "Maggie" Suarez).

2. Santa Barbara Foundation: Small Capacity Building Grant (\$6,000)

Funding will cover the exam costs and transportation for 70 Hancock students to take their four GED exams (mathematical reasoning, reasoning through language arts, social studies, and science) that are required to attain a high school equivalency diploma. Hancock serves Northern Santa Barbara County which has a median low-income rate of 20.2 percent (Santa Maria 15.5 percent, Lompoc 16.8 percent, Guadalupe 28.3 percent - Census 2024). By covering the costs of the exams, it will give students from economically disadvantaged backgrounds the ability to improve their socio-economic status and sustain their families by obtaining livable wage employment.

No matching funds are required. The project period is June 30, 2025, to July 01, 2026 (Submitted by Alicia Paniagua)

3. John Burton Advocates for Youth, Burton Critical Needs and Opportunity Fund (\$9,000)

Funds may be used to pay for expenses such as textbooks, school supplies, school fees, transportation or auto repair costs, housing costs, and more. Eligible students must be between 16 and 26 years old and must have been in foster care or experienced homelessness.

No matching funds are required. The project period is July 1, 2025 to June 30, 2026. (Submitted by Siboney Guardado)

Review of Rescinded Grants

Institutional Grants have been notified the following federal grants have been rescinded for a total of (-\$718,469.15):

1. National Institutes of Health: Bridges to the Baccalaureate Program (\$518,542)

Funding was for Cal Poly and Hancock to partner and provide summer research opportunities on the Cal Poly San Luis Obispo campus. This partnership was designed to encourage students to transfer, add research experiences on their resumes, and feel more comfortable navigating university campuses. Students from both colleges would be part of a training cohort to conduct biomedical research with the goal of diversifying the workforce and include workshops, peer mentoring, and authentic research. Total funding rescinded is \$421,138.

The original project period was August 8, 2025, to June 30, 2029. The termination date for this project is now July 31, 2025 and will only be able to expend year 1 funds (\$97,315).

2. National Science Foundation: Louis Stokes Alliances for Minority Participation (\$1,499,887)

Funding was for the C6 Alliance, a multi-disciplinary STEM collaboration across eight community colleges in six community college districts (Cabrillo, Cuesta, Monterey Peninsula, Moorpark, Oxnard, Santa Barbara City and Ventura colleges), and was the first of its kind in California that

served as a model to other California community colleges. The project sought to 1. narrow the Hispanic success rate gap in STEM gateway courses, 2. increase the number of Hispanic STEM students transferring to universities, 3. hold a fall research symposium to celebrate student research and project experiences, and 4. increase student awareness of their academic path and their sense of belonging in STEM. Total funding rescinded is \$297,331.15.

The original project period was August 2021 to July 2025. The termination date for this project was May 2, 2025, rather than the close-out date of July 31, 2025.

Review of Grants with No Status

1. Department of Education: Title V FY 2025 – 2030

Funding to assist Hispanic Serving Institutions (HSI) to expand educational opportunities for, and improve, the educational attainment of Hispanic students. These grants also enable HSI to expand and enhance their academic offerings, program quality, and institutional stability. Funding will support 1. adding embedded counseling to many first-year courses in English, mathematics, and science, 2. adding endowment funds, 3. instituting embedded tutoring, 4. adding student ambassadors to high school and middle school outreach, and 5. creating a professional development faculty network through faculty-to-faculty shared practices and strategies.

No application has been released. Typical requests are \$2,500,000.

2. Department of Education: TRIO FY 2025-2030

Funding assists to facilitate the retention, completion, and transfer of low-income and first-generation students, students with disabilities, limited English proficient students, veterans, and former foster youth. TRIO services are designed around thirteen key components known to support student success such as provide structured first-year experience workshops and study groups, provide extended levels of counseling, provide extensive guidance and assistance with FASFA completion and comprehension, and assist students in developing cultural capital and social networks needed to succeed.

No status has been received on the application that was submitted on July 7, 2024 and the college requested \$1,309,440.

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Acceptance of Employee Retirement and Resignations	Item Number: 14.A.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 1

BACKGROUND

The superintendent/president has accepted the following:

Resignation(s)

Employee Name	Position	Department	Effective Date	Employment Date
Cabanas, Andrea	Veteran's Service Center Specialist	Veteran Resource Center	05/01/25	08/16/21

Retirement(s)

Employee Name	Position	Department	Effective Date	Employment Date
Derry, Jody	Professor, Business	Business Education	01/01/26	01/11/96
Hernandez, Jeannette	Financial Aid Support Technician	Financial Aid	08/01/25	03/02/07

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
---	--------------------

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2010, Board Membership	Item Number: 14.B.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 3

BACKGROUND

Board policy 2010, Board Membership, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2010 BOARD MEMBERSHIP

The Board shall consist of five members elected by the qualified voters of the District. Members shall be elected by trustee area as defined in BP 2100 titled Board Elections.

Any person who meets the criteria contained in law is eligible to be elected or appointed a member of the Board.

An employee of the District may not be sworn into office as an elected or appointed member of the Board unless he/she resigns as an employee.

Board members and employees shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the District. A Board member shall not simultaneously hold two public offices that are incompatible. When two offices are incompatible, a Board member shall be deemed to have forfeited the first office upon acceding to the second.

AUTHORITY

The Allan Hancock College Board of Trustees derives its authority from the Education Code of the State of California. The Board is subject to the provisions of the Constitution of California, the Education Code, the Rules and Regulations of the State Board of Education (Title 5, California Administrative Code), the Board of Governors of California Community Colleges, and its own policies and procedures. It acts at the express will of the electorate and represents the interests of the public exclusively.

Board members have authority only when acting as a Board of Trustees legally in session. The Board will not be bound in any way by any statement or action on the part of any individual board member or employee, except when such statement or action is in pursuance of specific instructions by the Board.

The Board of Trustees will not take any position advocating or opposing a local, state, or national legislative matter unless the issue is of direct concern to the District.

References: Education Code Sections 72023, 72103, and 72104

Adopted: 6/18/91
Revised: 8/18/92
Revised: 4/20/93
Revised: 4/26/94
Revised: 11/22/94
Revised: 3/21/95
Revised: 5/16/95

Revised: 3/19/96
Revised: 4/21/98
Revised: 6/20/00
Revised: 11/18/14
Reviewed: 9/8/20

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Board Policy 2100, Board Elections	Item Number: 14.C.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 3

BACKGROUND

Board policy 2100, Board Elections, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required updates to the adjusted trustee area boundaries approved January 11, 2022, by the board of trustees.

The board policy is considered good practice by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2100 BOARD ELECTIONS

The governance of the Allan Hancock Joint Community College District of Santa Barbara, San Luis Obispo, and Ventura Counties is vested in the Board of Trustees, consisting of five members each elected by voters of his/her trustee area. Each trustee is elected or appointed from one of the five trustee areas, and the purpose of the areas is to provide for area representation of all the territory in the District. Each trustee area will have approximately the same number of registered voters. In order to equalize trustee area population, the trustee areas are reapportioned in the year following the release of federal census data collected through the national census.

The Superintendent/President shall submit recommendations to the Board regarding adjustments to be made to the boundaries of each trustee area, if any adjustment is necessary, after each decennial federal census. The Superintendent/President shall submit the recommendation in time for the Board to act as required by law.

Effective ~~December 12, 2014~~ January 11, 2022 the trustee areas are:

Area 1 ~~Central and Northern Santa Maria~~

Area 2 ~~South East Santa Maria, Orcutt, and Cuyama Valley~~

Area 3 ~~Southern Santa Maria and Guadalupe~~

Area 4 ~~Lompoc Valley~~

Area 5 ~~Casmalia, Santa Ynez Valley, and Vandenberg AFB~~

The District website includes maps of the trustee areas.

The election of a Board member residing in and registered to vote in the trustee area he/she seeks to represent shall be only by the registered voters of the same trustee areas.

Each trustee must be a resident of and a qualified voter in the trustee area he/she represents. The term of office is four years, with service beginning the second Friday in December following the general election.

Election of members to the Board shall be held biennially on the first Tuesday after the first Monday in November of each succeeding even-numbered year to fill the offices of

members whose terms expire the first Friday in December. Terms of trustees are staggered so that, as nearly as practical, one-half of the trustees shall be elected at each trustee election.

If a member of the Board moves his/her place of residence outside the boundaries of the district, or his/her trustee area, such a change of residence shall effect an automatic resignation and create a vacancy on the Board.

References: Education Code Sections 5000 et seq., 72022, and 72036

Adopted: 6/18/91	Revised: 5/16/95
Revised: 8/18/92	Revised: 3/19/96
Revised: 4/20/93	Revised: 4/21/98
Revised: 4/26/94	Revised: 6/20/00
Revised: 11/22/94	Revised: 5/19/15
Revised: 3/21/95	Revised: 7/9/19
	Reviewed: 9/8/20

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2110, Vacancies on the Board	Item Number: 14.D.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2110, Vacancies on the Board, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2110 VACANCIES ON THE BOARD

Vacancies on the Board of Trustees may be caused by any of the events specified in Government Code Section 1770 or any applicable provision of the California Elections Code or by a failure to elect. Resignations from the Board shall be governed by Education Code Section 5090.

Within 60 days of the vacancy or filing of a deferred resignation, the Board shall either order an election or make a provisional appointment to fill the vacancy.

If an election is ordered, it shall be held on the next regular election date no less than 130 days after the occurrence of the vacancy.

If a provisional appointment is made, it shall be subject to the conditions in Education Code Section 5091. The person appointed to the position shall hold office only until the next regularly scheduled election for District governing Board members, when the election shall be held to fill the vacancy for the remainder of the unexpired term.

The provisional appointment will be made by a majority public vote of the Board members at a public meeting.

The Superintendent/President shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board will determine the schedule and appointment process, which may include interviews at a public meeting.

References: Education Code Sections 5090 et seq.
Government Code 1770

Adopted: 11/16/04

Reviewed: 9/8/20

Revised: 4/16/13

Revised: 11/18/14

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2200, Board Duties and Responsibilities	Item Number: 14.E.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 3

BACKGROUND

Board policy 2200, Board Duties and Responsibilities, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2200 BOARD DUTIES AND RESPONSIBILITIES

The Board of Trustees governs on behalf of the citizens of the District in accordance with the authority granted and duties defined in Education Code Section 70902.

The Board is committed to fulfilling its responsibilities to:

- Represent the public interest
- Establish policies that define the institutional mission and set prudent, ethical, and legal standards for college operations
- Hire and evaluate the Superintendent/President
- Delegate power and authority to the Superintendent/President to effectively lead the District
- Assure fiscal health and stability
- Monitor institutional performance and educational quality
- Advocate and protect the District

DUTIES OF THE BOARD OF TRUSTEES

The duties and responsibilities of the Board of Trustees will be as follows:

- To select, appoint, and dismiss the Superintendent/President of the District.
- To determine the broad general policies which will govern the operation of the District.
- To adopt policies and procedures for the shared governance of the District and to review them periodically.
- To approve the annual budget.
- To approve the expenditure of all funds.
- To appoint or dismiss employees upon the recommendation of the Superintendent/President of the district.
- To fix the rate of compensation for all employees, and to review all salary schedules annually.
- To rule upon recommendations of the Superintendent/President on site utilization and physical plant development.
To rule upon recommendations of the Superintendent/President on matters of capital outlay with references to buildings, major improvements, and equipment.

- To rule upon recommendations of the Superintendent/President on matters of repairs and maintenance of the buildings, grounds, and equipment.
- To require and consider reports from the Superintendent/President concerning the program and conditions of the college.
- To consider and pass upon the curricular offerings of the college upon the recommendations of the Academic Senate and Superintendent/President.
- To consider and pass upon the annual calendar.
- To consider and pass upon the recommendations of the Superintendent/President in all matters of policy pertaining to the welfare of the college.
- To provide for the establishment of the necessary procedures to secure proper accounting of receipts and disbursements of all funds under the jurisdiction and control of the District.
- To provide for the annual audit of all funds of the District.
- To consider communications and requests from citizens or organizations on matters of policy and management.
- To establish citizen advisory committees and curricular or career and technical education advisory committees, and to approve the memberships of such committees.
- To serve as a court for final appeal for students, employees, and citizens of the District.

References: Education Code Section 70902;
Government Code Section 1770

Adopted: 6/18/91	Revised: 5/16/95
Revised: 8/18/92	Revised: 3/19/96
Revised: 4/20/93	Revised: 4/21/98
Revised: 4/26/94	Revised: 6/20/00
Revised: 11/22/94	Revised: 10/21/14
Revised: 3/21/95	Reviewed: 9/8/20

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2210, Officers	Item Number: 14.F.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 3

BACKGROUND

Board policy 2210, Officers, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2210 OFFICERS

At the annual organizational meeting, the Board of Trustees shall elect from among its members a President and Vice-President of the Board.

The terms of officers shall be for one year.

OFFICERS

The officers of the Board will be as follows:

President

Vice-President

The Superintendent/President shall act as Secretary to the Board of Trustees

Duties of the President of the Board of Trustees

The duties of the President of the Board of Trustees will be as follows:

- To preside at all meetings of the Board.
- To appoint or provide for the election of all Board committees.
- To call emergency and special meetings as required by law.
- To consult with the Superintendent/President on Board meeting agendas.
- To communicate with individual Board members about their responsibilities.
- To participate in the orientation process for new Board members.
- To assure Board compliance with policies on board education, self-evaluation, and Superintendent/President's evaluation.
- To represent the Board at official events or ensure Board representation.
- To perform such other duties as may be prescribed by law or by action of the Board.

The President of the Board of Trustees has the right to vote on all issues and to participate in the discussions. The President shall sign all Board approved contracts, agreements, deeds, leases, plans and specifications for new building construction, remodeling, and all other legal documents except those authorized by the Board to be signed by an officer, agent or employee of the District.

In case of the absence of the President, it shall be the duty of the Vice-President to perform all the duties of the President. In the case of the resignation or disability of the President, the Vice-President shall preside until a president has been elected and qualified.

Duties of the Secretary to the Board

The major duties and responsibilities of the Secretary to the Board will be as follows:

- To notify members of the Board of all regular, special, emergency, and adjourned meetings.
- To prepare and post Board meeting agendas.
- To prepare minutes of Board meetings for adoption.
- To attend all Board meetings and closed sessions, unless excused by the Board President and in such cases to assign a designee.
- To furnish Board members with an agenda of principal items of business at least 72 hours in advance of meetings.
- To have recorded the minutes of the meetings of the Board and transmit a copy of the minutes of the previous meeting to each member of the Board before each ensuing meeting.
- To have charge of all records, proceedings, and documents of the Board.
- To conduct the official correspondence of the Board.
- To certify as legally required all Board actions.
- To sign and execute employee contracts, interdistrict agreements, and any other official documents authorized by the Board.

The Board does not have an official system of rotation of officers; it elects the officers each year from among all its members.

Reference: Education Code Section 72000

Adopted: 6/18/91	Revised: 3/19/96
Revised: 8/18/92	Revised: 4/21/98
Revised: 4/20/93	Revised: 6/20/00
Revised: 4/26/94	Revised: 10/21/14
Revised: 11/22/94	Reviewed: 9/8/20
Revised: 3/21/95	
Revised: 5/16/95	

**INFORMATION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Board Policy 2220, Committees of the Board	Item Number: 14.G.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2220, Committees of the Board, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2220 COMMITTEES OF THE BOARD

The Board of Trustees may, by action, establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by Board action shall comply with the requirements of the Brown Act and with these policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board that are advisory are not required to comply with the Brown Act, or with these policies regarding open meetings, unless they are standing committees.

Board committees that are only advisory have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

Reference: Government Code Section 54952

Adopted: 2/17/15

Reviewed: 9/8/20

**INFORMATION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Board Policy 2305, Annual Organizational Meeting	Item Number: 14.H.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2305, Annual Organizational Meeting, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2305 ANNUAL ORGANIZATIONAL MEETING

The Board of Trustees will hold an annual organizational meeting within a 15-calendar-day period commencing on the first Friday in December. This calendar-day period applies to both election and non-election years. The purpose of the annual organizational meeting is to elect officers and conduct any other business as required by law or determined by the Board.

At the annual meeting, the Board shall organize and elect from its members a President, Vice-President and may elect an ex-officio Secretary. The Superintendent/President of the District will serve as the secretary to the Board.

All elections shall be by roll call vote. The affirmative vote of at least three members of the Board shall be necessary to elect an officer.

Reference: Education Code Section 72000(c)(2)(A)

Adopted: 6/18/91	Revised: 5/16/95
Revised: 8/18/92	Revised: 3/19/96
Revised: 4/20/93	Revised: 4/21/98
Revised: 4/26/94	Revised: 6/20/00
Revised: 11/22/94	Revised: 10/21/14
Revised: 3/21/95	Reviewed: 9/8/20

**INFORMATION ITEM**

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Board Policy 2320, Special and Emergency Meetings	Item Number: 14.I.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2320, Special and Emergency Meetings, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2320 SPECIAL AND EMERGENCY MEETINGS

Special meetings may from time to time be called by the President of the Board or by a majority of the members of the Board. Notice of such meetings shall be posted at least 24 hours before the time of the meeting, and shall be noticed in accordance with Brown Act. No business other than that included in the notice may be transacted or discussed.

Emergency meetings may be called by the President of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety.

No closed session shall be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency.

The Superintendent/President shall be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

References: Education Code Section 72129;
Government Code Sections 54956, 54956.5, and 54957

Adopted: 10/21/14

Reviewed: 9/8/20

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2330, Quorum and Voting	Item Number: 14.J.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 3

BACKGROUND

Board policy 2330, Quorum and Voting, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2330 QUORUM AND VOTING

A quorum of the Board of Trustees shall consist of three members.

The Board shall act by majority vote of all of the membership of the Board, except as noted below.

No action shall be taken by secret ballot. The Board will publicly report any action taken in open session and the vote or abstention of each individual member present.

The following actions require a two-thirds majority of all members of the Board:

- Resolution of intention to sell or lease District real property, which is not or will not be needed by the District for school classroom (except where a unanimous vote is required);
- Resolution of intention to dedicate or convey an easement;
- Resolution authorizing and directing the execution and delivery of a deed;
- Action to declare the District exempt from the approval requirements of a planning commission or other local land use body;
- Appropriation of funds from an undistributed reserve;
- Resolution to condemn real property.
- Resolution to pursue the authorization and issuance of bonds pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution.

The following actions require a unanimous vote of all members of the Board:

- Resolution authorizing a sale or lease of District real property to the state, any county, city, or to any other school or community college district;
- Resolution authorizing lease of District property under a lease for the production of gas

References: Education Code Sections 15266, 72000 subdivision (d)(3), 81310 et seq., 813360, 81365, 81511, and 81432;
Government Code Section 53094;
Code of Civil Procedure Section 1245.240

Adopted: 10/21/14
Revised: 7/9/19

Reviewed: 9/8/20
Revised: 11/21/23

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2350, Speakers	Item Number: 14.K.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2350, Speakers, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2350 SPEAKERS

Persons may speak to the Board of Trustees either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board are subject to the following:

- The President of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
- They shall complete a written request to address the Board at the beginning of the meeting at which they wish to speak.
- The request shall include the person's name and name of the organization or group represented, if any, and a statement noting the agenda item or topic to be addressed.
- No member of the public may speak without being recognized by the President of the Board.
- The leading speaker from the audience on each side of the issue will be limited to five minutes. Additional speakers are limited to two minutes. This time limit may be waived by the President of the Board.
- Each speaker coming before the Board is limited to one presentation per specific agenda item before the Board, and to one presentation per meeting on non-agenda matters.

References: Education Code Section 72121.5;
Government Code Sections 54950 et seq.

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2360, Minutes	Item Number: 14.L.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2360, Minutes, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2360 MINUTES

The Superintendent/President shall cause minutes to be taken of all meetings of the Board of Trustees. The minutes shall record all actions taken by the Board, including the name of the person making and seconding a motion, and the vote. Voting will be by voice. A member voting against a proposition may state reasons and may have them recorded in the minutes if so requested at the time the vote is taken.

Until the Board adopts such minutes, they shall be considered unadopted minutes.

The minutes shall be kept by the Secretary to the Board as a permanent official record of District action. The minutes are public records and shall be made available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

References: Education Code 72121(a);
Government Code Section 54957.5

Adopted: 4/16/13
Revised: 10/21/14

Reviewed: 9/8/20

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2365, Recording	Item Number: 14.M.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2365, Recording, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2365 RECORDING

Any audio or video recording of an open and public Board of Trustees Meeting made by or at the direction of the Board shall be subject to inspection by members of the public in accordance with the California Public Records Act, Government Code Sections 7920.000 et seq. The Superintendent/President is directed to enact administrative procedures to ensure that any such recordings are maintained for at least thirty days following the taping or recording.

Persons attending an open and public meeting of the Board may, at their own expense, record the proceedings with an audio or video tape recording or a still or motion picture camera or may broadcast the proceedings. However, if the Board finds by a majority vote that the recording or broadcast cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings, any such person shall be directed by the President of the Board to stop.

References: Education Code Section 72121(a);
Government Code Sections 7920.000 et seq., 54953.5, and 54953.6

Adopted: 2/17/15
Reviewed: 9/8/20

Revised: 11/21/23

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2410, Board Policies and Administrative Procedures	Item Number: 14.N.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 4

BACKGROUND

Board policy 2410, Board Policies and Administrative Procedures, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2410 BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

The Board of Trustees may adopt such policies as are authorized by law or determined by the Board of Trustees to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board of Trustees on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board of Trustees may be adopted, revised, added to, or amended at any meeting of the Board by a majority vote of the members of the Board. Proposed changes or additions shall be introduced not less than one meeting prior to the meeting at which action is recommended.

Administrative procedures are to be issued by the Superintendent/President as statements of method to be used in implementing board policy. Such administrative procedures shall be consistent with the intent of board policy. Administrative procedures may be revised as deemed necessary by the Superintendent/President. Before review by the Board, representatives from the faculty, classified staff, administration and students as members of the College Council, shall have an opportunity to review any administrative procedure change or suspension and to make their views known. Participation of college constituencies shall be consistent with Board Policy 2510 Shared Governance and Administrative Procedure 2510 Shared Governance related to shared governance. The Board of Trustees reserves the right to direct revisions of the administrative procedures should they, in the Board of Trustee's judgment, be inconsistent with the Board of Trustee's own policies.

In addition, the following documents, as approved by the Board of Trustees, are considered a part of these policies and procedures, and should be consulted in conjunction with the related sections of this manual:

- College Catalog
- Agreement Between the District and California School Employees Association Allan Hancock College Chapter #251

- Agreement Between the District and the Faculty Association of Allan Hancock College
- Agreement Between District and California Federation of Teachers/Part-Time Faculty Association of Allan Hancock College Local 6185
- Guidelines for Student Conduct, Disciplinary Action and Procedural Fairness
- Student Rules and Regulations
- Injury and Illness Prevention Program

Should a statute or administrative code section of the State of California be added, repealed or amended, or should a court decision or an opinion of the County Counsel or the Attorney General of the State of California make changes in any of the policies of the Board of Trustees, or in the administrative procedures of this District, the policies and procedures shall be considered to be automatically amended to comply. The Board shall be notified of these changes and their effect on the District.

Should a conflict exist between the publications cited in paragraph five of this page and the policies contained herein, said policies will prevail.

The Superintendent/President shall make copies readily available of all policies and administrative procedures to District employees and to each member of the Board of Trustees.

Policy Changes

The policies adopted by the Allan Hancock College Board of Trustees have been written to be consistent with the provisions of law but do not encompass all laws relating to the District's activities. Any change in policy or suspension of policy, other than those within the scope of bargaining, shall first be proposed for information at any meeting of the Board of Trustees, and may not be acted upon until the next meeting of the Board of Trustees. Before action is taken by the Board, representatives from the faculty, the classified staff, the administration and students as members of the College Council, shall have an opportunity to review any policy change or policy suspension and to make their views and recommendations known. Participation of college constituencies shall be consistent with Board Policy 2510 Shared Governance and Administrative Procedure 2510 Shared Governance related to shared governance.

When policy is suspended or amended it must be by a majority vote of the entire Board.

Such suspension or amendment shall not become effective for one week, in order for those affected by the change to become acquainted with the change and comply.

The Superintendent/President shall notify employees of changes in policy. The Superintendent/President shall make readily available copies of all policies and administrative procedures to District employees and to each member of the Board of Trustees.

References: Education Code 70902
ACCJC Accreditation Standard 4.4

Adopted: 3/18/83

Revised: 2/18/97

Revised: 4/16/13

Revised: 9/8/15

Reviewed: 9/8/20

Revised (reference only): 7/16/24

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Board Policy 2430, Delegation of Authority to the Superintendent/President	Item Number: 14.O.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 3

BACKGROUND

Revised board policy 2430, Delegation of Authority to the Superintendent/President, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. During the review, the board policy received updates to align with 2024 changes in the Accreditation Standards.

The board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

**BP 2430 DELEGATION OF AUTHORITY TO THE
SUPERINTENDENT/PRESIDENT**

The Board of Trustees delegates to the Superintendent/President the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action. The Board gives the Superintendent/President full authority to implement board policies and ensure effective operations and fulfillment of the institutional mission.

The Superintendent/President may delegate any powers and duties entrusted to him/her by the Board (including the administration of the college and centers), but will be specifically responsible to the Board for the execution of such delegated powers and duties. The Superintendent/President is empowered to reasonably interpret board policy. In situations where there is no board policy direction, the Superintendent/President shall have the power to act, but such decisions shall be subject to review by the Board. It is the duty of the Superintendent/President to inform the Board of such action and to recommend written board policy if one is required.

The Superintendent/President is expected to perform the duties contained in the Superintendent/President's job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description and goals and objectives for performance shall be developed by the Board in consultation with the Superintendent/President. The Superintendent/President shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in a timely manner.

The Superintendent/President shall make available any information or give any report requested by the Board as a whole. Individual trustee requests for information shall be met if, in the opinion of the Superintendent/President, they are not unduly burdensome or disruptive to District operations. Information provided to any trustee shall be made available to all trustees. The Superintendent/President shall act as the professional advisor to the Board in policy formation. The Board delegates to the Superintendent/President the authority to supervise the general business procedures of the District to assure the proper administration of property and contracts; the budget, audit and accounting of funds; the acquisition of supplies, equipment and property; and the

protection of assets and persons. All transactions shall comply with applicable laws and regulations, and with the California Community Colleges Budget and Accounting Manual.

The Superintendent/President shall make appropriate periodic reports to the Board and shall keep the board fully advised regarding the financial status of the District.

The Board delegates authority to the Superintendent/President to authorize employment, fix job responsibilities, and perform other personnel actions provided that all federal and state laws and regulations and board policies and administrative procedures have been followed and is subject to confirmation by the Board.

References: Education Code Sections 70902(d), 72400, ~~81655, and 81656~~;
~~WASC/ACCJC Accreditation Standards IV.B.5 and IV.C.12~~ 4.5

Adopted: 8/18/09

Reviewed: 9/8/20

Revised: 4/16/13

Revised: 10/21/14

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2431, Superintendent/President Selection	Item Number: 14.P.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2431, Superintendent/President Selection, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2431 SUPERINTENDENT/PRESIDENT SELECTION

In the case of a vacancy in the Superintendent/President's position, the Board of Trustees shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

References: Title 5 Sections 53000 et seq.;
ACCJC Accreditation Standards 4.5

**Adopted: 10/21/14
Reviewed: 9/8/20**

Revised (reference only): 7/16/24

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy 2432, Superintendent/President Succession	Item Number: 14.Q.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 2

BACKGROUND

Board policy 2432, Superintendent/President Succession, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy required no additional updates.

The board policy is suggested by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2432 SUPERINTENDENT/PRESIDENT SUCCESSION

The Board of Trustees delegates authority to the Superintendent/President to appoint an acting Superintendent/President to serve in his/ or her absence for short periods of time, not to exceed 30 calendar days at a time.

In the absence of the Superintendent/President when an acting Superintendent/President has not been named, administrative responsibility shall reside with (in order):

- Associate Superintendent/Vice President, Finance and Administrative Services
- Associate Superintendent/Vice President, Academic Affairs
- Associate Superintendent/Vice President, Student Services

The Board shall appoint an acting or interim Superintendent/President for periods exceeding 30 calendar days.

In the case of resignation, retirement, or death of the Superintendent/President, the Board shall establish a Superintendent/President search process. The Board may appoint an interim Superintendent/President for up to one year.

References: Ed Code Sections 70902(d); and 72400;
Title 5 Section 53021(b)(2)

Adopted: 1/21/03
Revised: 11/16/04
Revised: 5/19/15

Reviewed: 9/8/20


INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Board Policy and Administrative Procedure 2435, Evaluation of the Superintendent/President	Item Number: 14.R.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 4

BACKGROUND

Board policy and administrative procedure 2435, Evaluation of the Superintendent/President, were reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy and administrative procedure required no additional updates.

The board policy is legally required and the administrative procedure is considered good practice by the Community College League of California's Policy and Procedure Services and have been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2435 EVALUATION OF THE SUPERINTENDENT/PRESIDENT

The Board shall conduct an evaluation of the Superintendent/President at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the Superintendent/President as well as this policy.

The Board shall evaluate the Superintendent/President using an evaluation process developed and jointly agreed to by the Board and the Superintendent/President.

The criteria for evaluation shall be based on Board policy, the Superintendent/ President's job description, and performance goals and objectives developed in accordance with AP 2435 titled Evaluation of the Superintendent/President.

Reference: ACCJC Accreditation Standard 4.5

Adopted: 10/21/14
Reviewed: 9/8/20

Reviewed (reference only): 7/16/24



Allan Hancock Joint Community College District
Administrative Procedure
Chapter 2 – Board of Trustees

AP 2435 EVALUATION OF THE SUPERINTENDENT/PRESIDENT

Basis of Evaluation

The evaluation of the Superintendent/President will be based on the job description, goals and objectives of the past year, characteristics of performance, and other elements previously agreed upon. The Superintendent/President's contract shall include a provision that he/she/they will be evaluated on an annual basis. As part of the evaluation process, the Superintendent/President and the Board of Trustees shall mutually agree upon the goals and objectives to be considered for the following year. The Board of Trustees will include in the goals and objectives for the following year those items that appear to have merit for future evaluation.

Evaluation Process

The annual evaluation shall be scheduled to coincide with the conclusion of the Superintendent/President's contract year. The evaluation forms will be distributed to the members of the Board of Trustees one month prior to the end of the contract year. The final evaluation will be based upon progress toward goals and objectives, a composite of the evaluation forms completed by individual members of the Board of Trustees, and the Superintendent/President's self-evaluation.

The Board of Trustees, as a whole, will meet with the Superintendent/President to discuss the final evaluation. A copy of the final evaluation shall be furnished to the Superintendent/President prior to that meeting. The evaluation shall include a discussion of both strengths and weaknesses. Each judgment will be based upon an objective review derived from an examination of available information. A final written summary evaluation shall be prepared by the Board of Trustees. A signed copy will be retained by the Superintendent/President and one will be placed in the Superintendent/ President's personnel file.

A. Purpose

Employee evaluation has as its primary purpose the improvement of performance. For maximum benefit to both the individual and the District, employee evaluation will be conducted in a positive manner. Evaluation of the Superintendent/President will be an ongoing process. The process and criteria used will be understood by

and mutually acceptable to the Board of Trustees and to the Superintendent/President.

B. Objectives

1. Assess how well the Superintendent/President is fulfilling leadership and management responsibilities.
2. Evaluate accomplishments related to job description and annual goals and objectives.
3. Determine specific improvement goals and objectives for the Superintendent/President.
4. Give the Superintendent/President support and guidance through constructive information on past performance.
5. Foster effective communication between the Board and Superintendent/President.

C. Rating System

Quantifiable grading system

Reference: ACCJC Accreditation Standard 4.5

Approved: 8/19/14
Reviewed: 1/14/20

Revised: 12/15/20
Revised (reference only): 7/16/24

**INFORMATION ITEM**

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy and Administrative Procedure 2510, Shared Governance	Item Number: 14.S.
Institutional Goal: Accreditation Standard IV	Enclosures: Page 1 of 6

BACKGROUND

Board policy and administrative procedure 2510, Shared Governance, were reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. After review, the board policy and administrative procedure required no additional updates.

The board policy and administrative procedure are legally required by the Community College League of California's Policy and Procedure Services and have been vetted through the shared governance process.

Administrator Initiating Item: Kevin G. Walthers	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2510 SHARED GOVERNANCE

Allan Hancock College is strongly committed to the concept and the practice of shared governance as a process for institutional decision making. Shared governance is the meaningful involvement of those affected by decisions in the decision-making process in a climate of mutual trust and respect. In order to implement shared governance, the District subscribes to the following principles.

1. Faculty, administrators, classified staff, and students each possess a special knowledge and expertise that will enhance the quality of decisions.
2. All parties involved must work for the good of the institution in fulfilling its mission.
3. The welfare of students is our most important goal and all parties must be committed to the institution's primary mission which is the highest possible quality of education and service to students.
4. The decision-making process depends upon open communication and full sharing of information with all parties involved.
5. While shared governance is time consuming and requires a high level of commitment on the part of all parties involved, the benefits, including greater understanding and acceptance of decisions, are worthy of the effort.
6. Consensus will not always be possible and the governing board, as the entity holding the institution in trust for the community, has the ultimate responsibility to act. However, such action should be taken only after every effort has been made to resolve the matter collegially and should only occur in unusual circumstances and for compelling reasons. When such conditions exist the Board's decision will be accompanied by a written explanation to the parties involved.
7. In order for shared governance to work, the most critical component is mutual trust.

The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.

Each of the following shall participate as required by law in the decision-making processes of the District:

Academic Senate(s) (Title 5 Sections 53200-53206)

The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.

Staff (Title 5 Section 51023.5)

Staff shall be provided with opportunities to participate in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the faculty association, CSEA, management, classified senate, supervisory/confidential will be given every reasonable consideration.

Students (Title 5 Section 51023.7)

The Associated Students shall be given an opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540 et seq.

References: Education Code Section 70902(b) (7);
 Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (Staff), and
 51023.7 (Students);
 ACCJC Accreditation Standard 4.2 and 4.3

Adopted: No date
Revised: 9/8/15

Reviewed: 9/8/20
Revised (reference only): 7/16/24



Allan Hancock Joint Community College District
Administrative Procedure
Chapter 2 – Board of Trustees

AP 2510 SHARED GOVERNANCE

We believe the following structure is essential to effective implementation of shared governance.

- A. Each constituency which has responsibility and/or expertise in an area shall participate in the development of policies and procedures for that area.
- B. All standing and ad hoc committees shall be structured to include appropriate representation by faculty, administration, classified staff, and students based on the relevance of matters considered by that committee to each constituency.
- C. Appointment to all shared governance committees and councils shall be based on the recommendation of the appropriate organization: faculty representatives from Academic Senate, administrative representatives from the Administrative Council and President's Cabinet, classified staff representatives from CSEA and non-represented classified confidential/supervisory staff, and student representatives from the Student Council of the Associated Student Body.
- D. The college recognized the Executive Committee of the Academic Senate as the body which represents the faculty in collegial governance for academic and professional matters. Based on Education Code Section 53200, we recognize that the definition of academic and professional matters includes, but is not limited to, the ten areas listed below.

In the following areas the Board of Trustees or its designees shall rely primarily upon the advice and judgment of the Academic Senate.

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading Policies
4. Educational program development
5. Faculty roles and involvement in accreditation processes including self-study and annual reports
6. Policies for faculty professional development activities

In the following areas the Board of Trustees or its designees shall reach mutual agreement with the Academic Senate:

1. Standards or policies regarding student preparation and success;
2. District and college governance structures as related to faculty roles;
3. Processes for program review;
4. Processes for institutional planning and budget development;

In these and other academic and professional matters mutually agreed upon, the Board of Trustees, or its designees, shall rely primarily upon the advice and judgment of, or mutual agreement with, the Academic Senate.

Upon request of the Academic Senate the administration shall confer and collaborate with senate representatives regarding recommendations or proposals by the senate. If the parties involved do not reach consensus, the senate may present its views to the Board and the Board shall consider and respond to those views. Likewise, senate representatives have the responsibility when requested to confer and collaborate with the administration and to respond to their proposals and recommendations.

Student Role in Governance

- E. Students shall be allowed the opportunity for reasonable representation in the arenas that discuss and set standards in areas that include the following topics:
 1. Grading policies;
 2. Codes of student conduct;
 3. Academic disciplinary policies;
 4. Curriculum development;
 5. Course or programs which should be initiated or discontinued;
 6. Processes for institutional planning and budget development;
 7. Standards and policies regarding student preparation and success;
 8. Student services planning and development;
 9. Student fees within the authority of the district to adopt;
 10. Any other District and college policy, procedure, or related matter that the Board of Trustees determines will have a significant effect on students.

- F. The Board of Trustees shall give reasonable consideration to recommendations and positions developed by students regarding District and college policies and procedures pertaining to the hiring and evaluation of faculty, administration, and staff.

- G. The administration and Board of Trustees shall provide an opportunity for student input into the decision-making process on matters that have significant or direct effect on students before the decision is made or action is taken, except in unforeseen or emergency situations.

- H. The Student Council of the Associated Student Body is the officially recognized body representing the college's student population enrolled in credit classes.
- I. Students who participate in college governance shall be officially appointed by the chief executive officer of the Student Council of the Associated Student Body.
- J. Students who participate in college governance are accountable to the Student Council of the Associated Student Body and should present reports to that body on a regular basis.
- K. Student participants should make an effort to seek the perspective and positions of the student body at large and should make known to the student body the pertinent information discussed at the governance meeting.
- L. The college should provide appropriate opportunities to strengthen student knowledge and understanding of governance issues in order to foster student preparedness and self-confidence, and to enhance student credibility.

References: Education Code Section 70902(b)(7);
 Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (Staff), and
 51023.7 (Students);
 ACCJC Accreditation Standard 4.2 and 4.3

Approved: 2/18/93
Revised: 4/26/94
Revised: 2/18/97
Revised: 8/11/15

Reviewed: 1/14/20
Revised (reference only): 7/16/24

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Board Policy 4021, Program Vitality	Item Number: 14.T.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 3

BACKGROUND

Revised board policy 4021, Program Vitality, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. The board policy was revised to align with Title 5 and current college procedures.

The board policy is recommended by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

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



**Allan Hancock Joint Community College
District Board Policy
Chapter 4 – Academic Affairs**

BP 4021 PROGRAM VITALITY

Allan Hancock College is committed to programs and curriculum of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To this end, Allan Hancock College supports programs and classes that fulfill the goals of its mission as elaborated in the Educational Master Plan and Strategic Plan. Programs with low or declining enrollments, decreased demand for service, or clear obsolescence may be identified for discontinuance ~~once the following criteria have been considered~~ or renewal based on the following considerations:

- ~~• effect on students~~
 - ~~• balance of college curriculum~~
 - ~~• educational and budget planning~~
 - ~~• regional economic and training issues~~
 - ~~• collective bargaining issues~~
1. Review: There must be a comprehensive and systematic review of the program's educational quality and effectiveness, including program enrollment, completions, program demand, and other relevant factors.
 2. Consultation: The college must consult with its Academic Senate to form a review committee that includes administrator/s, faculty, students, staff, and may include community members.
 3. Alternative Options: The college must explore alternative options before discontinuing a program, which may include program restructuring, sharing resources, or other measures to maintain program viability.
 4. Student and Staff Considerations: Consideration must be given to the impact on enrolled students, as well as the reassignment of the program's faculty and staff.
 5. Adequate Notice: The college must provide adequate notice to affected parties, including students, faculty, and staff.
 6. Governing Board Approval: The decision to discontinue a program requires the approval of the college's governing board.

In accordance with Title 5, Section §51022, College districts are required by regulation and statute to develop a process for the discontinuance of courses or programs and minimum criteria for the discontinuance of occupational programs. Additionally, Education Code §78106 stipulates that ~~vocational and occupational~~ career and technical education programs shall meet certain requirements ~~prior to termination~~

maintain program viability.

The process for review of program vitality/feasibility is set forth in administrative procedure 4021.

References: Title 5 Section 51022, Education Code §78016

Adopted: 5/17/11

Revised: 4/21/15

Revised:

(Replaces Board Policy 7960)

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Board Policy and Revised Administrative Procedure 4222, Remedial Coursework	Item Number: 14.U.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 5

BACKGROUND

Board policy and administrative procedure 4222, Remedial Coursework, are legally required. After review, the board policy required no additional updates. The administrative procedure was revised to align with changes in the Education Code.

The board policy and administrative procedure are recommended by the Community College League of California's Policy and Procedure Services and have been vetted through the shared governance process.

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



**Allan Hancock Joint Community College District
Board Policy
Chapter 4 – Academic Affairs**

BP 4222 REMEDIAL COURSEWORK

No student shall receive more than 30 semester units of credit for remedial course work. Exceptions to this policy are students enrolled in English as a Second Language (ESL) courses and students identified by the district as having a verified learning disability.

References: Title 5 Section 55035, (*repealed*)
55502, and 56014

Adopted: 6/16/92
Revised: 4/11/17

Reviewed: 12/14/21
Reviewed:



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

AP 4222 REMEDIAL COURSEWORK

Remedial coursework consists of pre-collegiate basic skills courses. Remedial courses are those credit courses in reading, writing, math, English, learning skills, study skills, and English as a Second Language, which have been designated as non-degree applicable courses designed to assist the underprepared student to develop the academic skills necessary for college level work.

A student's need for remedial coursework shall be determined using appropriate procedures.

No student shall receive more than 30 semester units for remedial coursework. A student who exhausts this unit limitation shall be referred to appropriate adult noncredit education services.

The District shall maximize the probability that a student will enter and complete transfer-level coursework in English and mathematics within a one-year timeframe of the student's initial attempt in the discipline. For a student with a declared academic goal, the transfer-level coursework shall satisfy the English and mathematics courses course requirements of the intended certificate or associate degree, or a requirement for transfer within the intended major, within a one-year timeframe of their initial attempt in the discipline.

The District shall not recommend or require students to enroll in pretransfer-level English or mathematics coursework unless the student is highly unlikely to succeed in a transfer-level English or mathematics course based on their high school grade point average and coursework and the enrollment in pretransfer-level coursework will improve the student's probability of completing transfer-level coursework in English and mathematics within a one-year timeframe or, for credit English as a Second Language course students, completing transfer-level coursework in English within a three-year timeframe.

The District shall use, in the placement and enrollment of students into English and mathematics courses, one or more of the following measures: high school coursework, high school grades, and high school grade point average. High school transcript data shall be used as the primary means for determining placement in English and mathematics courses. For students who have not graduated from high school, or for high

school graduates unable to provide self-reported high school information, the District may use guided placement or self-placement. When using multiple measures, the District shall apply multiple measures in the placement and enrollment of all students in such a manner that all of the following occur: (1) low performance on one measure shall be offset by a higher performance on another measure; (2) multiple measures shall be used to increase a student's placement recommendation and shall not be used to lower it; (3) any one measure may demonstrate a student's preparedness for transfer-level coursework; (4) the multiple measures placement shall not require students to repeat coursework that they successfully completed in high school or college or for which they demonstrated competency through other methods of credit for prior learning; and (5) the multiple measures placement gives students access to a transfer-level course that will satisfy a requirement for the intended certificate or associate degree, or a requirement for transfer within the intended major.

If the District places and enrolls students into transfer-level mathematics or English coursework that does not satisfy a requirement for the student's intended certificate or associate degree, or a requirement for transfer within the intended major, the Dean of Student Services or respective English or Mathematics Department designee shall determine that (1) the student is highly unlikely to succeed in a transfer-level English or mathematics course that satisfies a requirement for the intended certificate or associate degree, or a requirement for transfer within the intended major and (2) the enrollment will improve the student's probability of completing transfer-level mathematics or English coursework that satisfies a requirement for the intended certificate or associate degree, or a requirement for transfer within the intended major, within a one-year timeframe.

The District may require a student to enroll in additional concurrent support, including additional language support for English as a Second Language students, during the same term that they take a transfer-level English or mathematics course, but only if the Dean of Student Services or respective English or Mathematics Department designee determines the support will increase the student's likelihood of passing the transfer-level English or mathematics course.

If the District places and enrolls students into transfer-level course sequences composed of no more than two transfer-level courses that prepare students for the first STEM calculus course, the Dean of Student Services or Mathematics Department designee shall determine that (1) the student is highly unlikely to succeed in the first STEM calculus course without the additional transfer-level preparation, (2) the enrollment will improve the student's probability of completing the first STEM calculus courses, and (3) the enrollment will improve the student's persistence to and completion of the second calculus course in the STEM program, if a second calculus course is required.

A student who successfully completes remedial coursework or who demonstrates skill levels which assure success in college-level courses may request reinstatement to proceed with college level coursework.

Students enrolled in one or more courses of English as a Second Language and students identified as having a learning disability are exempt from the limitations of this procedure.

Students who have not graduated from a United States high school or been issued a high school equivalency certificate, students enrolled in a certificate program without English or mathematics requirements, students enrolled in a noncredit English as a Second Language course who have not graduated from a United States high school or been issued a high school equivalency certificate, students with documented disabilities in educational assistance classes who are otherwise not able to benefit from general college classes, students enrolled in adult education programs who have not graduated from a United States high school or been issued a high school equivalency certificate, students enrolled in adult education programs who are enrolled in coursework other than mathematics or English, current high school students in dual enrollment or taking courses not available in their local high school ~~Students enrolled in one or more courses of English as a Second Language and students identified by the District as having a verifiable learning disability~~ are exempt from the limitations of this procedure.

Students who demonstrate significant, measurable progress toward development of skills appropriate to enrollment in college-level courses may be granted a waiver of the limitations of this procedure. Petitions will be evaluated by the Dean of Student Services. Documentation of measurable progress may be reflected in instructor/counselor evaluations, pre- and post-test, or progress as stated in the individual's Student Educational Plan (SEP).

If a waiver is approved by the Dean of Student Services or designee, it should not exceed two semesters.

The catalog shall include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

References: Education Code Sections 78212.5 and 78213;
Title 5 Section 55035;
ACCJC Accreditation Standard II.A.4₂

Approved: 6/16/92
Revised: 9/15/09
Revised: 4/11/17

Revised: 11/9/21
Revised:

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of New Administrative Procedure 4232, Pass/No Pass	Item Number: 14.V.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 2

BACKGROUND

Administrative procedure 4232, Pass/No Pass, is legally required. The new administrative procedure underwent the review process and is presented for review.

The new administrative procedure is recommended by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

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



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

AP 4232 PASS/NO PASS

Courses may be offered in either or both of the following categories:

- Courses in which all students are evaluated on a "pass/no pass" basis.
- Courses in which each student may elect on registration, or by the last day of instruction, to take the course on a "pass/no pass" basis.

Once the Pass/No Pass option has been selected, it is irrevocable. Students may not rescind this selection at a later date.

A student electing to be evaluated on the "pass/no pass" basis will receive both course credit and unit credit upon satisfactory completion of the course. In computing a student's grade-point average, grades of "pass/no pass" are omitted.

A pass grade is granted for performance that is equivalent to the letter grade of "C" or better. A student who fails to perform satisfactorily will be assigned a "no pass" grade.

The student is held responsible for all assignments and examinations required in the course. The standards of evaluation are identical for all students in the course.

Reference: Title 5 Section 55022

Approved:

(This is a new procedure)

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Revised Board Policy and Administrative Procedure 5015 Residence Determination	Item Number: 14.W.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 12

BACKGROUND

Board policy and administrative procedure 5015 Residence Determination, are presented for review. The board policy and administrative procedure were reviewed per administrative procedure 2410, Board Policies which states all policies and procedures are to be reviewed on a five-year cycle. They were updated to align with the current Community College League of California language.

The revised board policy and administrative procedure have been vetted through the shared governance process.

Administrator Initiating Item: Genevieve Siwabessy	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services**

BP 5015 RESIDENCE DETERMINATION

Students shall be classified at the time of each application for admission or registration as a resident or nonresident student.

The Superintendent/President shall enact procedures to assure that residence determinations are made in accordance with Education Code and Title 5 regulations. Residence classification shall be made for each individual at the time applications for admission are accepted, or registration occurs, and whenever a student has not been in attendance for more than one semester. ~~A student previously classified as a nonresident may be reclassified as of any residence determination date.~~ A student previously classified as a nonresident may request reclassification prior to any residence determination date, with approved changes taking effect for the subsequent academic term.

A resident is any person who has established both physical presence and intent to make California his/her/their permanent home for more than one year pursuant to Education Code regulations, as of the residence determination date. -The residence determination date shall be the day immediately preceding the opening day of instruction for the semester or intersession as set by the Board of Trustees, during which the individual proposes to attend.

Students who are classified as nonresidents shall be assessed a nonresident per unit tuition fee which is established annually by the Board of Trustees.

References: Education Code Sections 68040 and 76140;
Title 5, Sections 54000 et seq.

Adopted: 1/16/79
Revised: 6/21/88

Reviewed: 10/13/20

Revised: 11/16/04

Revised: 9/16/08

Revised: 7/14/15



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 5 – Student Services

AP 5015 RESIDENCE DETERMINATION

Residence Classification

Residency classifications shall be determined for each student at the time of each registration and whenever a student has not been in attendance for more than one primary semester. Residence classifications are to be made in accordance with the following provisions:

- A residence determination date is that day immediately preceding the opening day of instruction for any session during which the student proposes to attend.
- Residence classification is the responsibility of the Admissions and Records Office.

Students must be notified of residence determination within 14 calendar days of submission of application.

A student seeking to enroll exclusively in career development and college preparation courses, and other courses for which no credit is given, shall not be subject to this residency classification requirement.

The District shall publish the residence determination date and summary of the rules and regulations governing residence determination and classification in the District catalog or addenda thereto.

Rules Determining Residence

- A student who has resided in the state for more than one year immediately preceding the residence determination date may apply for residency status is a resident.
-
- A student who has not resided in the state for more than one year immediately preceding the residence determination date is a nonresident.

The residence of each student enrolled in or applying for enrollment in any class or classes maintained by this District shall be determined in accordance with the Education

Code which states that every person has, in law, a residence. In determining the place of residence, the following rules are to be observed:

- Every person who is married or ~~eighteen~~ 18 years of age, or older, and under no legal disability to do so, may establish residence.
-
- A person may have only one residence.
-
- A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose and to which one returns in seasons of repose.
-
- A residence cannot be lost until another is gained.
-
- The residence can be changed only by the union of act and intent.
-
- A person may establish his/her/their residence. A person's residence shall not be derivative from that of their spouse.
-
- The residence of the parent with whom an unmarried minor child maintains his/her/their place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, the minor's residence is that of the parent with whom the last place of abode was maintained, provided the minor may establish his/her/their residence when both parents are deceased and a legal guardian has not been appointed.
-
- The residence of an unmarried minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control.

Determination of Resident Status

A resident is a student who has been a bona fide resident of the state for one year prior to the residence determination date. A bona fide resident is a person whose residence is in California as determined above except:

- A student who is a minor and remains in this state after the parent, who was previously domiciled in California and has established residence elsewhere, shall be entitled to retain resident classification until attaining the age of majority and has resided in the state the minimum time necessary to become a resident, so long as continuous attendance is maintained at an institution.
-
- A student who is a minor and who provides evidence of being entirely self-supporting and actually present in California for more than one year immediately preceding the residence determination date with the intention of acquiring a

residence therein, shall be entitled resident classification until he/she/they haves resided in the state the minimum time necessary to become a resident.

-
- A student who has not been an adult for one year immediately preceding the residence determination date for the semester for which the student proposes to attend an institution shall have the immediate pre-majority-derived California residence, if any, added to the post-majority residence to obtain the one year of California residence.
-
- A student holding a valid credential authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the college year in which the student enrolls in an institution, shall be entitled to resident classification if each student meets any of the following requirements:
 -
 - He/she/they holds a provisional credential and is enrolled in courses necessary to obtain another type of credential authorizing service in the public schools.
 - ⊖
 - He/she/they holds a credential issued pursuant to Education Code Section 44250 and is enrolled in courses necessary to fulfill credential requirements.
 - ⊖
 - He/she/they is enrolled in courses necessary to fulfill the requirements for a fifth year of education prescribed by subdivision (b) of Education Code Section 44259.
 - ⊖
 - A student holding a valid emergency permit authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the academic year in which the student enrolls at an institution in courses necessary to fulfill teacher credential requirements, is entitled to resident classification only for the purpose of determining the amount of tuition and fees for no more than one year. -Thereafter, the student's residency status will be determined under the other provisions of this procedure.
 - ⊖
- A student who is a full-time employee of the California State University, the University of California or a community college, or of any state agency or a student who is a child or spouse of a full-time employee of the California State University, the University of California or a community college, or of any state agency may be entitled to resident classification, until the student has resided in the state the minimum time necessary to become a resident.
-
- A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in this state on active duty and is attendance at, or has been admitted to the District shall be entitled to resident classification. If the member of the armed forces of the

United States later transfers on military orders to a place outside this state, or retires as an active member of the armed forces of the United States, the student dependent shall not lose his/her/their resident classification, so long as he/she/they remains continuously enrolled in the District.

-
- A student who is a member of the armed forces of the United States stationed in this state ~~on active duty~~, except a member of the Armed Forces assigned for educational purposes to a state-supported institution of higher education, is entitled to resident classification only for the purpose of determining the amount of tuition and fees. If the student later transfers on military orders to a place outside this state, the student shall not lose his/her/their resident classification, so long as he/she/they remains continuously enrolled in the District.
-
- ~~A student who was a member of the armed forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged from the armed forces is entitled to resident classification for the length of time he/she lives in this state after being discharged up to the minimum time necessary to become a resident.~~
- A veteran who was discharged or released from at least 90 days of active service commencing on or after July 1, 2025, and his/her/their dependents, regardless of the veteran's state of residence is entitled to resident classification.
- An individual who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California.
- An individual who is entitled to transferred Post-9/11 GI Bill program benefits by virtue of their relationship to a member of the uniformed services who is serving on active duty.
- A student who is a minor and resides with his/her/their parent in a district or territory not in a district shall be entitled to resident classification, provided that the parent has been domiciled in California for more than one year prior to the residence determination date for the semester, quarter or term for which the student proposes to attend.
-
- A student who is a Native American is entitled to resident classification for attendance at a community college if the student is also attending a school administered by the Bureau of Indian Affairs located within the community college district.
-
- A student who is a federal civil service employee and his/her/their natural or adopted dependent children are entitled to resident classification if the parent has moved to this state as a result of a military mission realignment action that involves the relocation of at least 100 employees. This classification shall continue until the

student is entitled to be classified as a resident, so long as the student continuously attends an institution of public higher education.

-
- A student who resides in California and is 19 years of age or under at the time of enrollment, who is currently a dependent or ward of the state through California's child welfare system, or was served by California's child welfare system and is no longer being served either due to emancipation or aging out of the system, may be entitled to resident classification until he/she/they has resided in the state the minimum time necessary to become a resident.
-
- A student who lives with a parent who earns a livelihood primarily by performing agricultural labor for hire in California and other states, and the parent has performed such labor in this state for at least two months per year in each of the two preceding years, and the parent resides in this District and the parent of the student has claimed the student as a dependent on his/her/their state or federal personal income tax return if he/she/they has sufficient income to have personal income tax liability shall be entitled to resident classification.
- A student who demonstrates financial need, has a parent who has been deported or was permitted to depart voluntarily, moved abroad as a result of that deportation or voluntary departure, lived in California immediately before moving abroad, attended a public or private secondary school in the state for three or more years, and upon enrollment, will be in his/her/their first academic year as a matriculated student in California public higher education, will be living in California, and will file an affidavit with the District stating that he/she/they intends to establish residency in California as soon as possible.
- A student who has a special immigrant visa that has been granted status under Section 1244 of Public Law 110-181 or under Public Law 109-163, or is a refugee admitted to the United States under Section 1157 of Title 8 of the United States Code, and who, upon entering the United States, settled in California, shall be exempt from paying the nonresident tuition fee required by Education Code Section 76140 for the length of time he/she/they lives in this state up to the minimum time necessary to become a resident.
- Any Team USA student athlete who trains in the state in an elite level program approved by the United States Olympic and Paralympic Committee is entitled to resident classification for tuition and fee purposes until the athlete has resided in the state the minimum time necessary to become a resident.

Right To Appeal

Students who have been classified as non-residents have the right to a review of their classification (Title 5 Section 54010 (a)). Any student, following a final decision of residence classification by the Admissions and Records Office, may make written appeal to the Vice President, Student Services within 30 calendar days of notification of final decision by the college regarding classification.

Appeal Procedure

The appeal is to be submitted to the Admissions and Records Office which must forward it to the Vice President, Student Services within five working days of receipt. Copies of the original application for admission, the residency questionnaire, and evidence or documentation provided by the student, with a cover statement indicating upon what basis the residence classification decision was made, must be forwarded with the appeal.

The Vice President, Student Services shall review all the records and have the right to request additional information from either the student or the Admissions Office.

Within 30 calendar days of receipt, the Vice President, Student Services shall send a written determination to the student. -The determination shall state specific facts on which the appeal decision was made.

Reclassification

A student previously classified as a non-resident may be reclassified as of the residence determination date. A residence determination date is that day immediately preceding the opening day of instruction for any session during which the student proposes to attend.

Petitions are to be submitted to the Admissions Office.

Petitions must be submitted prior to the semester for which reclassification is to be effective. Extenuating circumstances may be considered in cases where a student failed to petition for reclassification prior to the residency determination date. In no case, however, may a student receive a non-resident tuition refund after the date of the first census.

Written documentation may be required of the student in support of the reclassification request.

A questionnaire to determine financial independence must be submitted with the petition for reclassification. Determination of financial independence is not required for students who were classified as non-residents by the University of California, the California State University, or another community college district (Education Code Section 68044).

A student shall be considered financially independent for purposes of residence reclassification if the applicant meets all of the following requirements:

- Has not and will not be claimed as an exemption for state and federal tax purposes by his/her/their parent in the calendar year prior to the year the reclassification application is made and in any of the three calendar years prior to the year the reclassification application is made;
- Has not and will not receive more than seven-hundred fifty dollars (\$750) per year in financial assistance from his/her/their parent in the calendar year the

reclassification application is made and in any of the three calendar years prior to the reclassification; and

- Has not lived and will not live for more than six weeks in the home of his/her/their parent during the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application.

A student who has established financial independence may be reclassified as a resident if the student has met the requirements of Title 5 Sections 54020, 54022, and 54024.

Failure to satisfy all of the financial independence criteria listed above does not necessarily result in denial of residence status if the one-year requirement is met and demonstration of intent is sufficiently strong.

Financial dependence in the current or preceding calendar year shall weigh more heavily against finding California residence than financial dependence in the preceding second and third calendar years. Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state.

The Admissions and Records office will make a determination, based on the evidence and notify the student not later than 14 days of receipt of the petition for reclassification.

Students have the right to appeal according to the procedures above.

Non-Citizens

The District will admit any non-citizen who is 18 years of age or a high school graduate.

If non-citizens are present in the United States without inspection at a designated port of entry and has not obtained a status under the immigration laws of the United States allowing them to establish domicile, with a visa that requires they have a residence outside of the United States, ~~documentation~~ or with any type of temporary visa, they will be classified as non-residents and charged non-resident tuition unless they meet the exceptions contained below.

If, for at least one year and one day prior to the start of the semester in question, a non-citizen has possessed any immigration status that allows him/her/them to live permanently in the United States and he/she/they meets the California residency requirements, the student can be classified as a resident.

Any students who are U.S. citizens, permanent residents of the U.S., and ~~aliens-foreign national persons~~ who are not nonimmigrants (including those who are undocumented), may be exempt from paying nonresident tuition if they meet the following requirements:

- Total attendance of, or attainment of credits earned while in California equivalent to three or more years of full-time attendance or attainment of credits at any of the following: (a) California high schools; (b) California high schools established by the

State Board of Education; (c) California adult schools established by either a county office of education, unified or high school district, or The Department of Corrections and Rehabilitation; (d) campuses of the California community colleges; or (e) a combination of thereof; or

- Three or more years of full-time high school coursework in California, and a total of three or more years of attendance in California elementary schools, or a combination of California elementary and secondary schools.
- ~~high school attendance in California for three or more years;~~
- ~~graduation from a California high school or attainment of the equivalent thereof;~~
- ~~registration or enrollment in a course offered by any college in the district for any term commencing on or after January 1, 2002;~~
- ~~completion of a questionnaire form prescribed by the State Chancellor's Office and furnished by the district of enrollment, verifying eligibility for this nonresident tuition exemption; and~~
- ~~in the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.~~

Additionally, the following requirements must be met:

- Graduation from a California high school or attainment of the equivalent thereof; or completed an associate degree from a California Community College; or completed the minimum requirements at a California Community College, or fulfill the minimum transfer requirements established for the University of California or the California State University for students transferring from a campus of the California Community Colleges;
- Registration or enrollment in a course offered by any college in the District for any term commencing on or after January 1, 2002,
- Filing a California Nonresident Tuition Exemption Request form with the District or in the case of students applying for state-based financial aid, by filing a California Dream Act Application (CADAA) with the California Student Aid Commission verifying eligibility for this nonresident tuition exemption; and
- In the case of undocumented persons, the filing of an affidavit that the student has filed an application to legalize his/her/their immigration status or will file an application as soon as he/she/they is eligible to do so.

Documents and information obtained in implementing this exemption are confidential.

The initial residency classification will be made at the time the student applies for admission. Students may file residency questionnaire forms ~~prior to the opening day of the semester in which the student wishes to enroll~~ through the third week of the semester to request a review of their residency status. Final residency determination is made by the Admissions and Records office. Students may appeal the decision.

References:

Education Code Section 68000 et seq., 68130.5, 68074-68075.7, and 68086;76140 et seq.

Title 5, Sections 54000 et seq.; ~~55758~~

38 U.S. Code Section 3679

~~California Community Colleges Student Attendance Accounting Manual
Assembly Bill 540; Senate Bill 68~~

Approved: 11/16/04
Revised: 9/18/08

Revised: 6/9/20

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Board Policy and Administrative Procedure 5035 Withholding of Student Records	Item Number: 14.X.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 4

BACKGROUND

Board policy and administrative procedure 5035 Withholding of Student Records, are presented for review. The board policy and administrative procedure were reviewed per administrative procedure 2410, Board Policies which states all policies and procedures are to be reviewed on a five-year cycle. They were updated to align with the current Community College League of California language and current practices.

The revised board policy and administrative procedure have been vetted through the shared governance process.

Administrator Initiating Item: Genevieve Siwabessy	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services**

BP 5035 WITHHOLDING OF STUDENT RECORDS

~~The District shall provide written notice to students that registration privileges will be withheld from students or former students who have failed to pay a proper financial obligation. The superintendent/president or designee is authorized to make exceptions for students with extenuating circumstances.~~

The District must provide a student or former student with written notice that he/she/they have failed to pay a financial obligation due to the District before the District commences any activity to collect the debt.

The District may not withhold grades or transcripts for a student or former student as a consequence of the student's outstanding financial obligation to the District. The District may not withhold registration privileges for a student or former student as a consequence of defaulting on a loan or loans under the Federal Family Education Loan Program only. The District may withhold diplomas as a consequence for a student or former student of defaulting on a loan.

References:

Education Code Section 66022;
Title 5 Section 59410

Adopted: 7/14/15

Revised: 6/9/20



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 5 – Student Services

AP 5035 WITHHOLDING OF STUDENT RECORDS

The Superintendent/President may withhold registration privileges from any student or former student who fails to pay a proper financial obligation to the District. -The student shall be given written notification and the opportunity to explain if the financial obligation is in error.

The District must provide a student or former student with written notice that he/she/they have failed to pay a financial obligation due to the District before the District commences any activity to collect the debt.

The District may not withhold grades or transcripts for a student or former student as a consequence of the student's outstanding financial obligation to the District. The District may not withhold registration privileges for a student or former student as a consequence of defaulting on a loan or loans under the Federal Family Education Loan Program only. The District may withhold diplomas as a consequence for a student or former student of defaulting on a loan.

The definition of proper financial obligation shall include, but is not limited to: student fees; obligations incurred through the use of facilities, equipment or materials; library fines; unreturned library books; materials remaining improperly in the possession of the student; and/or any other unpaid obligation a student or former student owes to the District. -A proper financial obligation does not include any unpaid obligation to a student organization.

Notifying Students of Withholding Records

The District's Cashiers Office or designee shall be responsible for notifying the student in writing of any financial obligations to the District. -If a student fails to respond to the written notification, that department will place a "hold" in the administrative computer system that will result in the withholding of registration privileges.

Reference: Title 5 Section 59410

Approved: 6/16/15

Revised: 5/12/20

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Revised Board Policy and Administrative Procedure 5040, Student Records, Directory Information, and Privacy	Item Number: 14.Y.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 13

BACKGROUND

Board policy and administrative procedure 5040, Student Records, Directory Information, and Privacy, are presented for review. The board policy and administrative procedure were reviewed per administrative procedure 2410, Board Policies which states all policies and procedures are to be reviewed on a five-year cycle. They were updated to align with the current Community College League of California language and current practices.

The revised board policy and administrative procedure has been vetted through the shared governance process.

Administrator Initiating Item: Genevieve Siwabessy	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services**

**BP 5040 STUDENT RECORDS, DIRECTORY INFORMATION, AND
PRIVACY**

The Superintendent/President shall ~~ensure~~ assure that student records are maintained in compliance with applicable federal and state laws relating to privacy of student records. A cumulative record of enrollment, scholarship, and educational progress will be kept for each student.

The Superintendent/President may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him/her/them of his/her records maintained by the District. The Superintendent/President shall implement a system by which current students can declare an affirmed name, gender, or both name and gender identification to be used in their records where legal names are not required by law. Upon the request of a current student, the District shall update any records for the student in include the affirmed name, gender, or both name and gender identification. The records that shall be updated include but are not limited to District-issued email addresses, student identification cards, class rosters, unofficial or official transcripts, diplomas, certificates of completion of courses, or similar records. Upon request by a former student of the District, the District will update and reissue student records to include an updated legal name or gender. These documents include but are not limited to a diploma conferred by the institution.

The District cannot require a current student to provide legal documentation to demonstrate a legal name or gender change in order to have the student's affirmed name listed on the student's records.

~~The Superintendent/President may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.~~

The District may use a student's gender or legal name as indicated in a government-issued identification document only if it is necessary to meet a legally mandated obligation, but otherwise shall identify the student in accordance with the student's gender identity and affirmed name.

No District representative shall release the contents of a student's record to any member of the public without the prior written consent of the student, other than directory information as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws. ~~The college catalog, schedule of classes, and Web site shall inform students of their rights with respect to student records. This information shall include the definition of directory information contained here and a statement that the student may limit the information.~~

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information shall include:

- Student participation in officially recognized activities and sports including weight, height, and high school of graduation of athletic team members.
- Degrees and awards received by students, including honors, scholarship awards, athletic awards, and Dean's List recognition.

Directory Information

The following Directory Information may be released without student signature of approval:

- Student name
- Dates of attendance
- Major field of study
- Degrees and awards received
- Honors and dean's list recognition

For athletic purposes, coaches and the athletic director may release:

- Student name
- Dates of attendance
- Most recent previous school attended
- Major Field of Study
- Participation in officially recognized sports
- Height and weight of athletic team members
- High school of graduation of athletic team members
- Athletic awards

Students may withhold Directory Information by notifying the Director, Admissions and Records in writing. Students with directory holds are noted in the District's computer system and their record is marked confidential. Release of confidential records to third parties or acknowledging that such students are in attendance or have had past

attendance at Allan Hancock College is prohibited without the student's written permission to do so.

In most instances all other student educational record information may not be released without written consent of the student, other than to the District's representatives with a "need to know". This includes: grades, social security numbers, ethnicity, ID number, academic progress, or any other non-directory information. Policies and procedures regarding Family Educational Rights and Privacy Act (FERPA) are published and available to students in the catalog and on the District's website.

Students who wish to authorize a third-party access to their records, must submit a Student Authorization to Release Information, along with a copy of their government issued photo ID, to the Admissions and Records Office.

Personally Identifiable Information

Personally identifiable information is information that would directly identify the student or make the student's identity easily traceable. This information is inclusive of the student's address, social security number, telephone number, class schedule, and email address. The district does not permit the release of personally identifiable information.

References:

Education Code Sections 66093.3, 66271.4 et seq., and 76200, et seq.;
 Title 5, Sections 54600, et seq.;
~~WASC/ACCJC Accreditation Standard II.C.8;~~
~~Family Educational Rights and Privacy Act (FERPA)~~
20 U.S. Code Section 1232g subdivision (j);
ACCJC Accreditation Standard 2

Adopted: 3/16/76

Reviewed: 10/13/20

Revised: 1/15/83

Revised: 3/13/91

Revised: 5/13/03

Revised: 3/17/15



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 5 – Student Services

AP 5040 STUDENT RECORDS, DIRECTORY INFORMATION, AND PRIVACY

A cumulative record of enrollment, scholarship, and educational progress shall be kept for each student.

Collection and Retention of Student Information

The District shall treat all students equitably in the receipt of all school services, including but not limited to, the gathering of student and family information for the institution's benefit programs.

~~Department~~ Admissions and Records shall maintain in writing District policies and procedures for gathering and handling sensitive student information, and appropriate personnel shall receive training regarding those policies and procedures.

The District will provide students and families with annual notice, at the beginning of each school year, of institutional policies for student privacy and the abilities of parents or eligible students to inspect student information.

The District will provide students an opportunity to opt out of disclosure of directory information. Notices must describe the following:

- The kind of information that the school has identified as directory information;
- The eligible student's ability to refuse to let the school designate the information as directory information, which could be disclosed to outside entities;
- The period of time in which the eligible student has to notify the school in writing that he/she/they does not want the information designated as directory information;
and
- That opting out by the noted deadline is the students' only way to prevent the release of directory information.

Any sensitive information, such as student's, parent's, or guardian's SSN, any AB 540 determinations, or citizenship status information collected by the District or disclosed by the student, should be maintained only for as long as necessary.

If the District possesses information that could indicate immigration status or citizenship status, the District shall not consider the acquired information in admissions decisions or access to educational courses or degree programs.

Students may elect not to provide immigration or citizenship status information to the institution, and this election shall not impede admissions or enrollment in educational programs.

The District shall not create a list of student names linked with immigration status.

District police or security departments shall not inquire into an individual's immigration status for immigration enforcement purposes.

District police or security departments shall not aid any effort to create a registry containing individuals' country of birth or based on any other protected characteristics of victims, witnesses, or suspects of crimes unless required by law for specified purposes.

Release of Student Records: No instructor, official, employee, or member of the Board of Trustees ~~member~~ shall authorize access to student records to any person except under the following circumstances:

- Student records shall be released pursuant to a student's written consent through the submission of a form and processed by the Admissions and Records department.
- "Directory information" may be released in accordance with the definition in Board Policy [BP#] 5045
- Student records shall be released pursuant to a judicial order or a lawfully issued subpoena.

~~[insert local procedure for releasing "directory information."]~~ A lawfully issued subpoena is defined as a subpoena issued by an attorney or a judge. The district is required to make a reasonable effort to notify the student before complying with a subpoena. Subpoenas for student records must be submitted to the Director, Admissions and Records. As the custodian of records, the Director, Admissions and Records is responsible for complying with subpoenas. Student records may be released to officials and employees of the district only when they have a legitimate educational interest to inspect the record. Requests from employees to inspect student records must be made to the Director, Admissions and Records.

- Student records shall be released pursuant to a federal judicial order that has been issued regarding an investigation or prosecution of an offense concerning an investigation or prosecution of terrorism.
- Student records may be released to officials and employees of the District only when they have a legitimate educational interest to inspect the record. Requests for such records must be made in writing with an explanation as to why the official or employee is required to review the information.

~~The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records, including the right to inspect their education~~

~~records, request an amendment of the records that the student believes are inaccurate, and the right to control disclosures of their records except to the extent that FERPA authorizes disclosure without consent.~~

~~One exception permitted by FERPA is the release of Directory Information to parties outside the institution. Directory Information is defined as information which would not generally be considered harmful or an invasion of privacy if disclosed at Allan Hancock College.~~

~~The following Directory Information may be released without student signature of approval:~~

- ~~• Student name~~
- ~~• Dates of attendance~~
- ~~• Major field of study~~
- ~~• Degrees and awards received~~
- ~~• Honors and dean's list recognition~~

~~For athletic purposes, coaches and the athletic director may release:~~

- ~~• Student name~~
- ~~• Dates of attendance~~
- ~~• Most recent previous school attended~~
- ~~• Major Field of Study~~
- ~~• Participation in officially recognized sports~~
- ~~• Height and weight of athletic team members~~
- ~~• High school of graduation of athletic team members~~
- ~~• Athletic awards~~

~~Students may withhold Directory Information by notifying the director of admissions and records in writing. Students with directory holds are noted in the Hancock College computer system and their record is marked confidential. Release of confidential records to third parties or acknowledging that such students are in attendance or have had past attendance at Allan Hancock College is prohibited without the student's written permission to do so.~~

~~In most instances all other student educational record information may not be released without written consent of the student, other than to Hancock College representatives with a "need to know". This includes: grades, social security numbers, ethnicity, ID number, academic progress, or any other non-directory information. Policies and procedures regarding FERPA are published and available to students in the catalog and on the District's website.~~

~~Students who wish to authorize a third party access to their records, must submit a Student Authorization to Release Information, along with a copy of their government issued photo ID, to the Admissions and Records Office.~~

~~Judicial Orders & District Requests~~

~~Student records shall be released pursuant to a judicial order or a lawfully issued subpoena. A lawfully issued subpoena is defined as a subpoena issued by an attorney or a judge. The district is required to make a reasonable effort to notify the student before complying with a subpoena. Subpoenas for student records must be submitted to the Director, Admissions and Records. As the custodian of records, the Director, Admissions and Records is responsible for complying with subpoenas. Student records may be released to officials and employees of the district only when they have a legitimate educational interest to inspect the record. Requests from employees to inspect student records must be made to the Director, Admissions and Records.~~

~~Student records shall be released pursuant to a federal judicial order that has been issued regarding an investigation or prosecution of an offense concerning an investigation or prosecution of terrorism.~~

~~Student records may be released to officials and employees of the District only when they have a legitimate educational interest to inspect the record. Requests for such records must be made in writing with an explanation as to why the official or employee is required to review the information.~~

- ~~**State and Federal Agencies**~~

~~Students may request to inspect and review his/her/their student records. The District will grant a request to inspect and review student records during regular school hours no later than 15 working days following the date of the request.~~

~~Student records may be released to authorized representatives of the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency, state education officials, or their respective designees or the United States Department of Education Office of for Civil Rights, where that information is necessary to audit or evaluate a state or federally supported educational program or pursuant to federal or state law. Exceptions are that when the collection of personally identifiable information is specifically authorized by federal law, any data collected by authorized federal officials shall be protected in a manner that will not permit the personal identification of students or their parents by anyone other than those officials; and any personally identifiable data will be destroyed when no longer needed for that audit, evaluation, and enforcement of federal legal requirements. -Such requests may be made to the Director, Admissions and Records.~~

- ~~**Educational Systems**~~

~~Student records may be released to officials of other public or private schools or school systems, including local, county, or state correctional facilities where education programs are provided, where the student seeks or intends to enroll or is directed to enroll. -The release is subject to the conditions in Education Code 76225. Records are not released to any school or school system unless the student has ordered official transcripts to be sent to the school or school system.~~

- ~~**Financial Aid Applications**~~

Student records may be released to agencies or organizations in connection with a student's application for, or receipt of, financial aid, provided that information permitting the personal identification of those students may be disclosed only as may be necessary for those purposes as to financial aid to determine the amount of the financial aid, or conditions that will be imposed regarding financial aid, or to enforce the terms or conditions of financial aid. -The Dean, Student Services, is responsible for the release of information pertaining to financial aid.

- **Research Organizations**

Student records may be released to organizations conducting studies for, or on behalf of, accrediting organizations, educational agencies, or institutions for the purpose of developing, validating, or administering predictive tests, administering financial aid programs, and improving instruction, if those studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of those organizations; and the information will be destroyed when no longer needed for the purpose for which it is conducted. The Executive Director, Institutional Effectiveness, is responsible for the release of information pertaining to research initiatives. ~~Insert local procedure or who is responsible for providing such information and defining procedure.~~

- **Emergencies**

Student records may be released to appropriate persons in connection with an emergency if the knowledge of that information is necessary to protect the health or safety of a student or other persons, subject to applicable federal or state law. -The Chief of Police is responsible for releasing student records in the event of an emergency.

- **Military Recruitment**

~~Student~~ The following information shall be released to the federal military for the purposes of federal military recruitment: - ~~Student information that may be released includes the students' names, addresses, electronic mail addresses, telephone listings, dates and places of birth, levels of education, major(s), degrees received, prior military experience, and/or the most recent previous educational institutions enrolled in by the students. In cooperation with the Solomon Act, recruiters may make their request in writing to the director, Admissions and Records.~~

Access to Student Records for Immigration Enforcement Purposes

The District must obtain a student's written consent before disclosing educational records, unless the information is relevant for a legitimate educational interest or includes directory information only. Neither exception permits disclosing information for immigration enforcement purposes; no student information shall be disclosed for immigration enforcement purposed without a court order or judicial warrant. Without a court order or a judicial warrant, written consent must be signed and dated by the student, or (if the student is a minor) by the student's parent or guardian, before disclosure of the information, and must specify the records that may be disclosed, the purpose of the disclosure, and the party or class of parties to whom the disclosure may be made.

If desired by the student, the District must provide a copy of the records to be released. The party to whom the information is disclosed may not re-disclose the information to any other party without the prior consent of the student or subsequent court order.

District personnel shall develop a written policy for interactions with immigration authorities seeking to review student records. At minimum, such policies shall include the following information:

- Contact information 805-922-6966 ext. 3454 name, title, e-mail addresses, and phone numbers for the correct person to review and respond to a request for student records.
- Access to sample warrant and subpoena documents that could be used for access onto campus property, or to seize or arrest students or other individuals on campus.
- District personnel shall provide a set of responses for ~~[building student services personnel or residence hall staff]~~ to use in response to officers seeking access to records for immigration enforcement purposes.

In addition to notifying the ~~[designated campus official]~~ *Vice President of Student Services*, District personnel shall take the following action steps in response to an officer other than campus police requesting access to student records:

1. Ask for the officer's name, identification number, and agency affiliation;
2. Record or copy this information;
3. Ask for a copy of any warrants;
4. Inform the officer that you are not obstructing his/her/their efforts but that you need to contact a campus administrator or campus counsel for assistance.

Campus Police shall not provide personal information about an individual for immigration enforcement purposes, unless that information is publicly available, or required by a court order or judicial warrant. "Personal information" is defined as any information that identifies or describes an individual, and includes but is not limited to, a student's physical description, home or work address, telephone number, education, financial matters, medical or employment history, and statements made by, or attributed to, the individual. This restriction does not apply to information regarding the immigration or citizenship status of an individual.

Unless the District is served with a judicial subpoena or court order that by its terms prohibits disclosure to the student, the student must be notified of any judicial order or subpoena before the institution complies with the order in accordance with FERPA.

Charge for Transcripts or Verifications of Student Records:

A student/former student shall be entitled to two free copies of the transcript of his/her/their record or to two free verifications of various student records. -Additional copies shall be made available to the student, or to an addressee designated by him/her/them, at the rate of \$7.00 (mailing) or \$7.60 (electronic) per copy. -Students may request special processing of a transcript. The District will not refuse to provide a

transcript for a current or former student on the grounds that the student owes a debt; condition the provision of a transcript on the payment of a debt, other than a fee charged to provide the transcript; charge a higher fee for obtaining a transcript, or provide less favorable treatment of a transcript request because a student owes a debt; or use transcript as a tool for debt collection.

Electronic Transcripts

The District ~~has established~~ may elect to implement a process for the receipt and transmission of electronic student transcripts ~~from other institutions~~ contingent upon receipt of sufficient funding.

Use of Social Security Numbers

The District shall not do any of the following:

- Publicly post or publicly display an individual's social security number;
- Print an individual's social security number on a card required to access products or services;
- Require an individual to transmit his/her/their social security number over the internet using a connection that is not secured or encrypted;
- Require an individual to use his/her/their social security number to access an Internet Web site without also requiring a password or unique personal identification number or other authentication device; or
- Print, in whole or in part, an individual's social security number that is visible on any materials that are mailed to the individual, except those materials used for:
 - o Application or enrollment purposes;
 - o To establish, amend, or terminate an account, contract, or policy; or
 - o To confirm the accuracy of the social security number.
- If the District has, prior to January 1, 2004, used an individual's social security number in a manner inconsistent with the above restrictions, it may continue using that individual's social security number in that same manner only if:
 - o The use of the social security number is continuous;
 - o The individual is provided an annual disclosure that informs the individual that he/she/they has the right to stop the use of his/her/their social security number in a manner otherwise prohibited;
 - o The District agrees to stop the use of an individual's social security number in a manner otherwise prohibited upon a written request by that individual;
 - o No fee shall be charged for implementing this request; and the District shall not deny services to an individual for making such a request.

Name, Gender Identity, and Gender Changes to Student Records

Current students can declare an affirmed name, gender, or both name and gender identification to be used in their records where legal names are not required by law. Upon the request of a current student, the District shall update any records for the student to include the affirmed name, gender, or both name and gender identification. The records that shall be updated include but are not limited to District-issued email addresses,

student identification cards, class rosters, unofficial and official transcripts, diplomas, certificates of completion of courses, or similar records.

If the District receives government-issued documentation as described below, from a former student demonstrating that the former student's legal name or gender has been changed, the District shall update the former student's records to include the updated legal name or gender. If requested by the former student, the District shall reissue any documents conferred upon the former student with the former student's updated legal name or gender. Documents that shall be reissued by the District upon request include, but are not necessarily limited to, a diploma conferred by the institution.

The District shall not charge a higher fee for correcting, updating, or reissuing a document of record based on a affirmed name, gender identification, or legal name or gender change than the fee it charges for correcting, updating, or reissuing that document or record generally.

The District may use a student's gender or legal name as indicated in a government-issued identification document only if it is necessary to meet a legally mandated obligation, but otherwise shall identify the student in accordance with the student's gender identity and affirmed name.

The documentation of a former student sufficient to demonstrate a legal name or gender change includes, but is not necessarily limited to, any of the following:

- State-issued driver's license or identification card;
- Birth certificate;
- Passport;
- Social security card;
- Court order indicating a name change or a gender change, or both.

The District is not required to modify records that the former student has not requested for modification or reissuance.

The District cannot require a current student to provide legal documentation to demonstrate a legal name or gender change in order to have the student's affirmed name listed on the student's records.

References:

Education Code Sections 66093.3, 66271.4 et seq., and 71094 and 76200 et. seq.;
 Title 5, Sections 59410 and 54600 et seq.;
 U.S. Patriot Act
 Civil Code Section 1788.90 et seq. and 1798.85;
 10 U.S. Code Section 503;

20 U.S. Code Section 1232g subdivision (j) (U.S. Patriot Act);
ACCJC Accreditation Standard 2
~~WASC/ACCJC Accreditation Standard II.C.8~~
~~Family Educational Rights and Privacy Act (FERPA)~~

Approved: 5/13/03
Revised: 2/17/15
Reviewed: 6/9/20

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Revised Administrative Procedure 5203, Lactation Accommodation	Item Number: 14.Z.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 2

BACKGROUND

Administrative procedure 5203, Lactation Accommodation, is presented for review. The administrative procedure was reviewed per administrative procedure 2410, Board Policies which states all policies and procedures are to be reviewed on a five-year cycle. The procedure was updated to align with the current Community College League of California language. The title was also updated to provide clarification.

The revised administrative procedure has been vetted through the shared governance process.

Administrator Initiating Item: Genevieve Siwabessy	Final Disposition:
---	--------------------



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 5 – Student Services

AP 5203 STUDENT LACTATION ACCOMMODATION

The District shall provide reasonable accommodations for a lactating student to express breast milk, breast-feed ~~an infant child~~, or address other needs related to breast-feeding whenever a student is required to be present on campus. Reasonable accommodations include, but are not limited to, all of the following:

1. Access to a private and secure room, other than a restroom, to express breast milk or breast-feed ~~an infant child~~. The room shall have a comfortable place to sit and have a table or shelf to place equipment described in ~~paragraph (3)~~in item 3 below.
2. Permission to bring onto a college campus a breast pump and any other equipment used to express breast milk.
3. Access to a power source for a breast pump or any other equipment used to express breast milk.

Lactating students shall be provided a reasonable amount of time to accommodate their need to express breast milk or breast-feed ~~an infant child~~.

Students shall not incur an academic penalty as a result of their use of the reasonable accommodations and shall be provided the opportunity to make up any work missed due to such use.

Reference:

~~34 Code of Federal Regulations Parts 106.1 et seq.;~~
 Education Code Section 66271.9

Approved: 11/12/19

Revised (reference only): 12/17/24

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Revised Board Policy and Administrative Procedure 5500, Standards of Student Conduct	Item Number: 14.AA.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 10

BACKGROUND

Board policy and administrative procedure 5500, Standards of Student Conduct, are presented for review. The board policy and administrative procedure were reviewed per administrative procedure 2410, Board Policies, which states all policies and procedures are to be reviewed on a five-year cycle. The board policy and administrative procedure were updated to align with the current Community College League of California language and current practices.

The revised board policy and administrative procedure have been vetted through the shared governance process.

Administrator Initiating Item: Genevieve Siwabessy	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 5 – Student Services**

BP 5500 STANDARDS OF STUDENT CONDUCT

The Superintendent/President shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board of Trustees shall consider any recommendation from the Superintendent/President for expulsion. –The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. -Final action by the Board on the expulsion shall be taken at a public meeting.

The Standards of Student Conduct and disciplinary procedures shall be made widely available to students through the college catalog and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student, except for conduct that constitutes sexual discrimination under Title IX, which shall be addressed under BP 3433 Prohibition of Sexual Discrimination under Title IX:

- Causing, attempting to cause, or threatening to cause physical injury to another person.
- Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college president.
- Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.

- Committing or attempting to commit robbery or extortion.
- Causing or attempting to cause damage to District property or to private property on campus.
- Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
- Willful or persistent smoking or vaping in any area where smoking has been prohibited by law or by regulation of the college or the District.
- Sexual assault or sexual exploitation regardless of the victim's affiliation with the District.
- Committing sexual harassment as defined by law or by District policies and procedures.
- Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
- Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
- Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
- Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
- Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
- Dishonesty, forgery, alteration or misuse of college documents, records or identification; or knowingly furnishing false information to the District.
- Unauthorized entry upon or use of college facilities.
- Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.
- Engaging in expression which is obscene; libelous, or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
- Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
- Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.

References:—

Education Code Sections 66300, 66301, and ~~72122~~76120;
ACCJC Accreditation Standard 2

~~WASC/ACCJC Accreditation Standards I.C.8 and 10~~

Adopted: 3/17/15

Revised: 7/10/18



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 5 – Student Services

AP 5500 STANDARDS OF STUDENT CONDUCT

Definitions: The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under AP 3433 Prohibition of Sex Discrimination under Title IX, and AP 3434 Responding to Sex Discrimination under Title IX:

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale, or otherwise furnishing any firearm, knife, explosive, or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Superintendent/President or designee.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Health and Safety Code Sections 11053 et seq., an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Encouraging, attempting, assisting, and soliciting another to do any act, which would subject a student to expulsion, suspension or other discipline pursuant to this procedure and related policy.
6. Causing or attempting to cause damage to District property or to private property on campus.
7. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
8. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
9. Sexual assault or sexual exploitation regardless of the victim's affiliation with the District.
- 9-10. Committing sexual harassment as defined by law or by District policies and procedures.
- 10-11. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual

orientation, or any other status protected by law, on or off campus, including at a District College premises, of the person or property of any member of the College community or members of his/her family or the threat of any such physical abuse at any College authorized or governed activity.

- 12. Engaging in intimidating conduct, bullying, or hazing against another student, staff, or faculty through words or actions, including direct physical contact; or verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
- ~~11.~~13. Willful misconduct that results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
- ~~12.~~14. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel, ~~or failure to identify oneself or furnishing false identification for just cause when requested to do so by College officials acting in the performance of their duties.~~
- ~~13.~~15. Dishonesty; forgery; alteration or misuse of District documents, records or identification; ~~or knowingly furnishing false information to the District; or failure to identify oneself upon request and for just cause by District personnel acting in the performance of their duties.~~
- ~~14.~~16. Unauthorized entry upon or use of District facilities.
- ~~15.~~17. Computer related crimes or use of technology that is unauthorized, abusive, or in violation of the District's acceptable use policy or procedure including violations of software licensing agreements.
- ~~16.~~18. Lewd, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
- ~~17.~~ Sexual assault, ~~defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the college, including, but not limited to, any of the following: (1) Intentional touching of another person's intimate parts without that person's affirmative consent or other intentional sexual contact with another person without that person's affirmative consent; (2) Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's affirmative consent; and (3) Rape, which includes penetration, no matter how slight, without the person's affirmative consent of either of the following: (A) the vagina or anus of a person by any body part of another person or by an object; (B) the mouth of a person by a sex organ of another person.~~
- ~~18.~~ Sexual exploitation, ~~defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the college, including, but not limited to, any of the following: (1) Prostituting another person; (2) Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without the person's affirmative consent; (3) Distributing images, including video or photograph or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or~~

audio did not affirmatively consent to the disclosure and objected to the disclosure; and (4) Viewing, another person's sexual activity, intimate body parts, or nakedness in a place where that person would have reasonable expectation of privacy, without that person's affirmative consent, and for the purpose of arousing or satisfying sexual desire.

19. ~~Committing sexual harassment as defined by law or by District policies and procedures, which may include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, that is sufficiently severe, persistent or pervasive to limit the ability of a member of the college community (student, faculty, staff) to participate in or benefit from an education program or activity, or to create a hostile or abusive educational environment.~~
20. ~~Stalking or repeatedly following or harassing another person through conduct composed of a series of acts that seriously alarm, annoy, torment, or terrorize in a manner that threatens to place that person in reasonable fear for their safety or the safety of their immediate family~~
21. ~~Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District regulations, or the substantial disruption of the orderly operation of the District.~~
22. ~~Violations of Board policies, administrative procedures, or campus regulations including, but not limited to, campus regulations concerning student organizations, use of District facilities, gambling, and hazing.~~
21. The use of any electronic listening or recording device in a classroom or learning environment without the prior consent of the instructor, except as necessary to provide reasonable auxiliary aids or academic adjustments to disabled students as outlined in their academic accommodations letter.
22. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
- 23. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure
23. ~~24. Presentation of academic work through fraudulent or deceptive means in order to obtain credit for this work. Engaging in Academic dishonesty includes including but is not limited to the actions defined below:~~

Cheating - failure to observe the expressed procedures of an academic exercise, including but not limited to:

- Unauthorized use of commercial "research" services which are is not the student's own work.
- Providing information to others without the instructor's permission that gives or allowing the opportunity for others to obtain information that provides the recipient with an advantage on an exam or assignment.
- Unauthorized communication with fellow students during a quiz or exam.

- Copying material from another student's quiz or exam.
- Permitting another student to copy from a quiz or exam.
- Permitting a person to take a quiz, exam, or similar evaluation in lieu of the enrolled student.
- Submitting another's exam as one's own to gain credit.
- Using unauthorized materials, information, or study aids (e.g., textbook, notes, data, images, formula list, dictionary, calculator, etc.) in any academic exercise or exam.
- Unauthorized collaboration in providing or requesting assistance, such as sharing information on an academic exercise or exam.
- Unauthorized use of another person's data in completing a computer or lab exercise.
- Using computer and word processing to gain access to alter and/or use unauthorized information.
- ~~Altering a graded exam or assignment and requesting that it be re-graded - s~~Submission of altered work after grading without the instructor's authorization, including but not limited to, changing answers after an exam or assignment has been returned by the instructor and then requesting that the instructor reassess the assignment~~er submitting another's exam as one's own to gain credit.~~

Fabrication - falsification or invention of any information in an academic exercise, including but not limited to:

- Fabricating or altering data to support research.
- Presenting results from research that was not performed, for example, --submitting material for lab assignments, class projects or other assignments, which is wholly or partially falsified, invented, or otherwise does not represent work accomplished or undertaken by the student.
- Crediting source material that was not directly used for research.
- Falsification, alteration or misrepresentation of official or unofficial records or documents including but not limited to academic transcripts, academic documentation, letters of recommendation, and admissions applications or related documents.

Fraud, Misrepresentation, Lying - intentionally making an untrue statement or deceiving, including but not limited to:

- Checking in to a District class, lab, center or other District resource with the intent to deceive the instructor, staff, or the ~~college~~District.
- Checking in or checking out of a District class, lab, center or other District resource for another student.
- Using another student's District identification card for use in a class, lab, center or other District resource.

Plagiarism - the presentation of another's words, images or ideas as if they were the student's own, including but not limited to:

- Stealing the written, oral, artistic, or original works or efforts of others and presenting them as one's own.
- The submission of material, whether in part or whole, authored by another person or source (e.g., the internet, book, journal, etc.), whether that material is paraphrased, translated, or copied in verbatim or near-verbatim form without properly acknowledging the source (it is the student's responsibility to cite all sources).
- The submission of material rewritten, in part or whole, by another person that results in the loss of the student's original voice or ideas (i.e. while an editor or tutor may advise a student, the final submitted materials must be the work of the student, not that of the editor or tutor).
- Translating all or any part of material from another language and presenting it as if it were the student's own original work.
- Unauthorized transfer and use of another person's computer file as the student's own.
- Unauthorized use of another person's data in completing a computer or lab exercise.

Facilitating Academic Dishonesty - assisting another to commit an act of academic dishonesty, including but not limited to:

- Taking a quiz, exam, or similar evaluation in place of another person.
- Allowing one student to copy from another.
- Attending a course posing as another student who is officially registered for that course.
- Providing material or other information (e.g., a solution to homework, a project or other assignments, a copy of an exam, exam key or any test information) to another student with knowledge that such assistance could be used to violate any other sections of this procedure.
- Distribution or use of notes or recordings ~~based on~~ of District college classes without the express written permission of the instructor for purposes other than individual or group study; this includes, but is not limited to, providing materials for distribution by services publishing class notes (This restriction on unauthorized use applies to all information distributed or in any way displayed for use in relationship to the class, whether obtained in class, via email, on the ~~internet~~ or via any other media).

Standards of Student Conduct in Specialized Programs

Standards of conduct that are required in specific academic, career training, athletic, and extracurricular programs are supplemental to the Code of Student Conduct outlined in BP/AP 5500. These standards will be maintained in parallel with BP/AP 5500 in order to comply with any credentialing requirements, accreditation reporting, industry standards, or licensure processes. -Students who participate in any such programs or coursework

who are involved in the processes outlined in AP 5520 will also be accountable to requirements and timelines of those programmatic guides.

Students who engage in any of the above are subject to the procedures outlined in AP 5520 titled Student Discipline Procedures.

References: Education Code Sections 66300, 66301, 72122, 76030, and 78907
WASC/ACCJC Accreditation Standards I.C. 8 and 10

Approved: 2/17/15

Revised: 6/12/18

Revised: 6/20/23

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Revised Board Policy and Administrative Procedure 6300, Fiscal Management	Item Number: 14.BB.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 4

BACKGROUND

Administrative procedure and board policy 6300, Fiscal Management, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. During the review, the administrative procedure and board policy received updates recommended by the league and were revised to closely align with current practice.

The administrative procedure and board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 6 – Business and Fiscal Affairs**

BP 6300 FISCAL MANAGEMENT

The Superintendent/President or designee shall establish procedures to assure that the District's fiscal management is in accordance with the principles contained in Title 5 Section 58311, including:

- Adequate internal controls exist.
- Fiscal objectives, procedures, and constraints are communicated to the Board of Trustees and District employees.
- Adjustments to the budget are made in a timely manner, when necessary.
- The management information system provides timely, accurate, and reliable fiscal information.
- Responsibility and accountability for fiscal management are clearly delineated.

The books and records of the District shall be maintained pursuant to the California Community Colleges Budget and Accounting Manual.

As required by law, the Board of Trustees shall be presented with a quarterly report showing the financial and budgetary conditions of the District.

As required by the Budget and Accounting Manual, expenditures shall be recognized in the accounting period in which the liability is incurred, and shall be limited to the amount budgeted for each major classification of accounts and to the total amount of the budget for each fund.

References: Education Code Section 84040(c);
 Title 5 Section 58311;
~~WASC/ACCJC Accreditation Standard, 3-III.D.2~~
2 Code of Federal Regulations Parts 200.302 subdivision (b)(6)-(7), 200.305, and 200.400 et seq.

**Adopted: 3/15/94
Revised: 7/12/16**



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 6 – Business and Fiscal Affairs

AP 6300 FISCAL MANAGEMENT

The District is committed to principles of sound fiscal management and to provide for responsible stewardship of available resources. The District adheres to commonly accepted accounting standards as criteria for fiscal management regulations.

In order to ensure adherence to these principles and standards, the Chief Business Officer will:

- Provide for responsible stewardship of available resources.
- Provide for safeguarding and managing District assets to ensure ongoing effective operations; maintenance of adequate cash reserves; implementation and maintenance of effective internal controls; determination of sources of revenues prior to making short-term and long-term commitments; establishment of a plan for the repair and replacement of equipment and facilities.
- Provide for an organizational structure that incorporates a clear delineation of fiscal responsibilities and staff accountability while ensuring that appropriate internal controls are in place and reviewed regularly.
- Provide that appropriate administrators keep the Board of Trustees current on the fiscal condition of the District as an integral part of policy and decision-making.
- Provide for development and communication of fiscal policies, objectives, and constraints to the Board, staff, and students.
- Provide for an adequate management information system that gives timely, accurate, and reliable fiscal information for planning, decision making, and budgetary control.
- Provide for appropriate fiscal policies and procedures and adequate controls to ensure that established fiscal objectives are met.
- Provide a process to evaluate significant changes in the fiscal environment and make necessary, timely, financial and educational adjustments working within the shared governance process at the District.
- Provide both short-term and long-term goals and objectives, and broad based input coordinated with District institutional planning as defined by The Councils and Committees, Pathways to Decision Making (CCPD) shared governance processes and in conjunction with Board Policy 3250 and Administrative Procedure 3250.

The district adheres to the following principles for management of federal funds:

- Procedures for determining allowability of costs in accordance with EDGAR-Education Department General Administrative Regulations (EDGAR), Subpart E Cost Principles.
- Procedures to implement the requirements of 2 Code of Federal Regulations Part 200.305 governing payments.

References: Education Code Section 84040(c);
Title 5 Section 58311;
WASC/ACCJC Accreditation Standard, 3;
2 Code of Federal Regulations Parts 200.302 subdivision (b)(6)-(7),
200.305, and 200.400 et seq. III.D.9

Approved: 1/16/18

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Administrative Procedure 6325, Payroll	Item Number: 14.CC.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 3

BACKGROUND

Administrative procedure 6325, Payroll, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. The administrative procedure was revised to closely align with current practice.

The administrative procedure is recommended by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



Allan Hancock Joint Community College District
Administrative Procedure
Chapter 6 – Business and Fiscal Affairs

AP 6325 PAYROLL

Payroll Periods

For regularly employed 9, 10, 11 and 12-month certificated and classified employees, the pay period is a calendar month and is generally paid on the last working day of each month.

All full-time 10 and 11-month certificated employees are eligible to participate in a Deferred Pay option, which equalizes their gross base salary over 12 months. Requests for this program must be submitted by payroll deadline July 15th.

The pay period for temporary hourly and student employees runs from the ~~11th~~ 1st day of the ~~prior~~ month through the ~~10th~~ last day of the ~~current~~ month, with pay on the ~~last~~ day 10th of the following month. Employees must enter their hours by the last day of the month. Supervisors must approve timesheets by the 2nd day of the following month.

Payroll Frequency

All employees are paid once per pay period.

The District does offer a Supplemental Payroll each month, paid on the 10th, to capture payment for work performed in the prior pay period for paperwork that did not make the payroll processing deadline.

Lead Time for Adjustments

Payroll record adjustments (e.g. changes to names, direct deposit, withholding allowances, etc.) must be received in the Payroll office by the 15th of each month.

Wage Garnishments

Wage garnishments are received from a number of outside agencies and processed through Payroll according to agency specific guidelines and governing law. A copy of the garnishment is furnished to the employee by mail.

All amounts garnished from an employee's wages are paid to the agency within 10 days of the payroll pay date. Payroll produces vendor invoices which are processed and paid through Accounts Payable.

Underpayments

If an employee is underpaid and the employee is responsible, the amount underpaid will be added to the next regular or supplemental payroll cycle. If the District is responsible for the underpayment, we may process a manual off-cycle payment or add to the next regular or supplemental payroll cycle, depending on the timing of the event and correspondence with the employee affected by the underpayment.

Overpayments

If an employee is overpaid, Payroll sends out a notice of overpayment with supporting documentation to the employee.

If the employee is currently working, the District gives the employee the option of deducting the overpayment from the next one to three pay cycles or reimbursing the District by personal check.

If the employee is not working, the overpayment is due and payable by personal check upon receipt.

Reference: Education Code Section 70902

Approved: 11/12/19

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Board Policy 6340, Contracts and Revised Administrative Procedure 6340, Bids and Contracts	Item Number: 14.DD.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 6

BACKGROUND

Board policy 6340, Contracts, and administrative procedure 6340, Bids and Contracts, were reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. During the review, the administrative procedure and board policy received updates recommended by the league and were revised to closely align with current practice.

The administrative procedure and board policy are legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 6 – Business and Fiscal Affairs**

BP 6340 BIDS AND CONTRACTS

The Board of Trustees delegates to the Superintendent/President or designee the authority to enter into contracts on behalf of the District and to establish administrative procedures for contract awards and management, subject to the following:

- 1.● Contracts are not enforceable obligations until they are ratified by the Board.
- 2.● Contracts for work to be done, services to be performed or for goods, equipment, or supplies to be furnished or sold to the District that exceed the amounts specified in Public Contract Code Section 20651 shall require prior approval by the Board.
 - When bids are required according to Public Contract Code Section 20651, the Board shall award each such contract to the lowest responsible bidder who meets the specifications published by the District and who shall give such security as the Board requires, or reject all bids.
 - When the District determines that, according to Public Contract Code Section 20651.7, it can expect long-term savings through the use of life-cycle cost methodology, the use of more sustainable goods and materials, and reduced administrative costs, the District may select and award the contract based on best value in accordance with AP 6340. The bidder shall give such security as the Board requires and may reject all bids.
- 3.● When the Superintendent/President or designee determines that the District can obtain a contract for goods or services through the California Community Colleges Chancellor's Office CollegeBuys Program for the Procurement of Goods and Services for Community College Districts at a lower price upon the same terms, conditions and specifications, the Superintendent/President or designee may proceed with the contract without conducting a formal bidding process.

If the Superintendent/President or designee concludes that the best interests of the District will be served by pre-qualification of bidders in accordance with Public Contract Code Section 20651.5, pre-qualification may be conducted in accordance with procedures that provide for a uniform system of rating on the basis of a questionnaire and financial statements.

If the best interests of the District will be served by a contract, lease, requisition or purchase order through any other public corporation or agency in accordance with Public Contract Code Section 20652, Public Contract Code Section 20653 (CMAS), or Public

Contract Code Section 20653.5 (UC/CSU Purchases) the Superintendent/President or designee is authorized to enter into such contract subject to Board ratification.

References: Education Code Sections 81641 et seq.;
Public Contract Code Sections 20650 et seq.;
Government Code Section 53060
2 Code of Federal Regulations Part 200.318;
Title 5 Sections 59130 et seq.

Adopted: 7/11/17



Allan Hancock Joint Community College District
Administrative Procedure
Chapter 6 – Business and Fiscal Affairs

AP 6340 BIDS AND CONTRACTS

Limits

Bids or quotations shall be secured in accordance with Public Contract Code Section 20651. Contracts involving expenditures that require competitive bidding under Section 20651 require approval by the Board of Trustees prior to award.

Bid Specifications

Bid specifications shall include a definite, complete statement of what is required and, as practical, shall include pertinent details of size, composition, construction, and/or texture of what is specified, and minimum standards of efficiency, durability, and/or utility required of what is specified. The Superintendent/President or designee is responsible for insuring that the bid specifications are sufficiently broad to encourage and promote open competitive bidding.

Notice Calling for Formal Advertised Bids

The District shall publish at least once a week for two weeks in a newspaper of general circulation published within the District or if there is no such paper, then in some newspaper of general circulation, circulated in the county, a notice calling for bids or proposals, stating the work to be done or materials or supplies to be furnished and the time and place when bids will be opened.

Bid and contract forms shall be prepared and maintained by the Superintendent/President or designee. All applicable statutory provisions and board policies shall be observed in preparation of the forms.

All bid notices for work to be done shall contain an affirmative statement requiring compliance with Labor Code Sections 1775 and 1776 governing payment of prevailing wages and Labor Code Section 1777.5 governing employment of apprentices. All bid submissions shall contain all documents necessary to assure compliance with these California Labor Code Sections. Failure to provide such documentation shall cause any such bid to be deemed incomplete.

When required or determined to be appropriate, bids shall be accompanied by a certified or cashier's check, or bid bond, in the amount specified in the bid form, as a guarantee

that the bidder will enter into contract and furnish the required contract bonds. When no longer required for the protection of the District, any certified or cashier's check received shall be returned to the respective bidder.

The Superintendent/President or designee shall make bid forms with sets of specifications and drawings available to the prospective bidders and shall provide a convenient place where bidders, subcontractors, and ~~material~~ material personnel may examine the specifications and drawings.

The Superintendent/President or designee shall provide an electronic copy of the plans and specifications and other contract documents to a contractor plan room service at no charge upon request from that contractor plan room.

When permitted, a deposit for sets of plans and specifications may be required and may be refunded when such documents are returned.

Awarding of Bids and Contracts Awards

The awarding of bids and contracts shall be subject to the following conditions:

1. Any and all bids and contract proposals may be rejected by the Superintendent/President or designee.
2. All bids shall be opened publicly and bidder shall be given the opportunity to make record of the bids received.
3. Bid and contract award recommendations to the Board shall show a tabulation of the bids received in reasonable detail.
4. Bid and contract awards shall be made to the lowest responsible bidder substantially meeting the requirements of the specifications.

Purchase without Advertising for Bids ("Piggybacks")

The Superintendent/President or designee is authorized to make purchases from firms holding public agency contracts without calling for bids where it appears advantageous to do so.

The Superintendent/President or designee may without advertising for bids purchase or lease from other public agencies materials or services by authorization of contract or purchase order.

The Superintendent/President or designee may make purchases through the State of California Cooperative Purchasing Program operated by the Department of General Services (CMAS).

The Superintendent/President or designee is authorized (pursuant to Public Contract Code Section 20651.2) to make purchases with a value between \$5,000 and \$250,000 from a certified small business, microbusiness, or disabled veteran business enterprise, if the District obtains price quotations from two or more certified small businesses, including microbusinesses, or from two or more disabled veteran business enterprises.

Duration of Continuing Contracts for Services and Supplies

Continuing contracts for work or services furnished to the District are not to exceed five years. Contracts for materials and supplies are not to exceed three years.

Emergency Repair Contracts without Bid

When emergency repairs or alterations are necessary to continue existing classes or to avoid danger of life or property, ~~in lieu of proceeding with emergency procurements under Public Contract Code Section 20654, emergency procurements may be completed pursuant to CUPCGAA, at Public Contract Code Section 22050~~ the Superintendent/President or designee may make a contract on behalf of the District for labor, materials and supplies without advertising for or inviting bids, subject to ratification by the Board.

Unlawful to Split Bids

It shall be unlawful to split or separate into smaller work orders or projects any project for the purpose of evading the provisions of the Public Contract Code requiring work to be done by contract after competitive bidding.

References: Education Code Sections 81641 et seq.;

~~Government Code Section 53060;~~

Public Contract Code Sections 2600, 2600.5, 20103.7, 20112, -20650 et seq., and 22000 et seq.;

Labor Code Sections 1770 et seq.;

Government Code Section 53060;

~~Labor Code Sections 1770 et seq.;~~ 2 Code of Federal Regulations Part 200.318;

Title 5 Sections 59130 et seq.

~~WASC/ACCJC Accreditation Standard III.D.16~~

Approved: 6/13/17

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Administrative Procedure 6345, Bids and Contracts - CUPCCAA	Item Number: 14.EE.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 4

BACKGROUND

Administrative procedure 6345, Bids and Contracts - CUPCCAA, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. The administrative procedure was revised to closely align with current practice.

The administrative procedure is recommended by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 6 – Business and Fiscal Affairs

AP 6345 BIDS AND CONTRACTS – CUPCCAA

Non-Bid, Informal, and Formal Bidding Procedures under the Uniform Public Construction Cost Accounting Act, adopted by resolution by the Board of Trustees Public Projects are defined in Public Contract Code (PCC) Section 22002(c) as construction, reconstruction, erection, alteration, renovation, improvement, demolition, repair work, or painting or repainting of or involving any publicly owned, leased or operated facility. Public projects estimated to cost less than ~~\$45,000~~75,000, public projects valued between ~~\$45,000~~75,000 and ~~\$175,000~~220,000¹ and public project exceeding ~~\$175,000~~220,000 shall be let to contract by procedures described below.

It is unlawful to split or separate into smaller work orders or projects any project for the purpose of evading the provisions of this Procedure requiring work to be done by contract after competitive bidding.

All bid notices for work to be done shall contain an affirmative statement requiring compliance with Labor Code Sections 1775 and 1776 governing payment of prevailing wages and Labor Code Section 1777.5 governing employment of apprentices. All bid submissions must contain all documents necessary to assure compliance with these Labor Code sections. Failure to provide such documentation shall cause any such bid to be deemed incomplete.

Procedures Not Covered by this AP

This procedure does not establish a process for formal bidding Public Projects, the procedures described in AP 6340 titled Bids and Contracts shall govern.

Public Projects Less Than ~~\$45,000~~75,000

The Superintendent/President shall designate a District employee to establish the scope of public projects valued at less than ~~\$45,000~~75,000 and to complete a quotation process for selection of a contractor for such projects. Where feasible, at least three (3) quotes

¹ The California Uniform Construction Cost Accounting Commission (Commission) may recommend that the State Controller amend these amounts. Public Contract Code section 22032 authorizes public projects of \$45,000 or less to be performed by District employees by force account, by negotiated contract, or by purchase order. Public projects up to \$175,000 may be let to contract by informal procedures. Public projects in excess of \$175,000, with limited exceptions, shall be let to contract by formal bidding procedure. PCC 22032.

from qualified contractors shall be obtained and the contract awarded to the contractor submitting the lowest priced quote.

Projects Valued Between ~~\$45,000~~\$75,000 and ~~\$175,000~~\$220,000 (“Informal Bidding”) Pre-Qualified Contractors List

Pursuant to CUPCCAA requirements, the District shall annually pre-qualify contractors for informally bid projects under CUPCCAA-.

Notice Inviting Informal Bids

When a Public Project anticipated to cost less than ~~\$175,000~~\$220,000 is to be performed, the District shall prepare a notice of the opportunity to bid. The notice must describe the project in general terms, state the time and place for the submission of bids and describe how to obtain more detailed information about the Project. The District shall ~~mail the notice to notify~~ all contractors for the category of work to be bid, as shown on the Contractors List. The District may also ~~mail~~ send the notice to all construction trade journals. Other contractors and/or construction trade journals may also be notified at the discretion of the department soliciting bids. ~~Mailing Notification~~ shall be completed at least fourteen days before bids are due.

Award of Informally-Bid Contracts

The Superintendent/President or ~~his/her~~ designee are authorized to award informally bid contracts, except those contracts described below. The Board will be asked to ratify the award at the next scheduled board meeting.

Bids Exceed Informal Bidding Limit

If all informal bids received exceed ~~\$175,000~~\$220,000, and the District determines that the cost estimate was reasonable, the District may award the contract at up to ~~\$187,500~~\$235,000 to the lowest responsible bidder. The contract must be approved by Resolution receiving a four-fifths (4/5) vote of the Board of Trustees.

When Contractors List Has Not Been Prepared No Contractors are Registered Within a Particular Trade:- Proprietary Product or Service

Notwithstanding the above:

1. If the District has ~~not prepared a list of~~ no registered contractors for the particular category of work to be performed, the notice inviting bids shall be sent to each of the construction trade journals.
2. If the product or service is proprietary in nature, such that it can be legally obtained only from a certain contractor(s) pursuant to Public Contract Code Section 3400, the notice inviting informal bids may be sent exclusively to such contractors.

Award to Low Bidder; No Bids

All contracts must be awarded to the lowest responsible bidders. If two or more bids are the same and lowest, the District may select the successful bid by lot. When no bids are received, the District may perform Public Projects with District employees or through a negotiated contract without further complying with this procedure.

Contracts for Maintenance Work

Contracts for Maintenance Work may be bid pursuant to the CUPCCAA bidding procedures described above. Maintenance Work is routine, recurring work done for the preservation or protection of a public facility; minor repainting; landscape maintenance including mowing, watering, trimming, pruning, planting or replacement of plants, and servicing of irrigation systems; work performed to keep, operate, or maintain publicly owned water, power, or waste disposal systems.

Rejection of Bids; Re-solicitation; Use of District Employees

If the District intends to reject all bids, it must notify the bidders in writing of the District's intent to reject the bid. The Superintendent/President or such District ~~employee as he/she may designate~~ designee are authorized to reject bids.

After rejecting all bids, the District may:

1. abandon the project;
2. re-advertise the project; or
3. perform the work with District employees, after passing a resolution by a four-fifths (4/5) majority of the Board of Trustees declaring that the project can be performed more economically by District employees.

Emergency Procedures

When an emergency necessitates repair or replacement, contracts may be awarded without giving notice for bids pursuant to Public Contract Code Section 22050.

References: Education Code Sections 81641 et seq.;
 Labor Code Sections 1770 et seq.;
 Public Contract Code Sections 20110 et seq., 20650 et seq., 22000 et seq.
 (Uniform Public Construction Cost Accounting Act (Act))

Approved: 6/13/17

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Administrative Procedure 6360, Contracts – Electronic Systems and Materials	Item Number: 14.FF.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 2

BACKGROUND

Administrative procedure 6360, Contracts – Electronic Systems and Materials, was reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. The administrative procedure was revised to closely align with current practice.

The administrative procedure is recommended by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Administrative Procedure
Chapter 6 – Business and Fiscal Affairs**

AP 6360 CONTRACTS – ELECTRONIC SYSTEMS AND MATERIALS

The District may contract with any vendor who has submitted one of the three lowest responsible competitive proposals or competitive bids for the purchase or maintenance of electronic data-processing systems and equipment, electronic telecommunication equipment, supporting software, and related material, goods and services.

Except as otherwise stated here, bids shall be ~~solicited~~solicited, and contracts shall be awarded in accordance with AP 6340 titled Bids and Contracts.

Criteria to determine what constitutes a responsive bid shall be established by the Executive Director of Information Technology Services.

Supplemental instructional software packages may be purchased without ~~taking estimates obtaining competitive proposals~~ or advertising for bids.

Sale and leaseback of data-processing equipment or another major item of equipment is permissible if the purchaser agrees to lease the item back to the district for use by the district following the sale. The Board of Trustees shall first adopt a resolution finding that the sale or leaseback is the most economical means for providing electronic data-processing equipment or other major items of equipment to the District.

References: Education Code Sections 81641 et seq., and 81651;
Public Contract Code Sections 20651 et seq.

Approved: 6/13/17

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of Revised Board Policy and Administrative Procedure 6400, Audits	Item Number: 14.GG.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 3

BACKGROUND

Administrative procedure and board policy 6400, Audits, were reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. During the review, the administrative procedure and board policy received updates recommended by the league and were revised to closely align with current practice.

The administrative procedure and board policy is legally required by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 6 – Business and Fiscal Affairs**

BP 6400 FINANCIAL AUDITS

There shall be an annual outside audit of all funds, books, and accounts of the District in accordance with Title 5. The Superintendent/President or designee shall assure that an annual outside audit is completed. The Superintendent/President or designee shall recommend a certified public accountancy firm to the Board of Trustees with which to contract for the annual audit.

References: Education Code Section 84040(b);
WASC/ACCJC Accreditation Standard III.D.7.3

Adopted: 12/12/06

Revised: 2/14/17



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 6 – Business and Fiscal Affairs

AP 6400 FINANCIAL AUDITS

On or before April 1 of the fiscal year, the Board of Trustees shall approve the selection of an auditor who shall be a certified public accountant licensed by the California State Board of Accountancy.

An auditing firm's contract shall be for up to five years. The audit shall include all funds under the control or jurisdiction of the District. The audit shall identify all expenditures by source of funds and shall contain:

- a statement that the audit was conducted pursuant to standards and procedures developed in accordance with Education Code Section 84040.5, and
- a summary of audit exceptions and management recommendations.

The District shall file an Audit reports with the California Community Colleges Chancellor's Office, and with other agencies specified in the Chancellor's Office Contracted District Audit Manual (CDAM), for the preceding fiscal year must be submitted to the State Chancellor's Office by no later than December 31, unless this date is extended by the California Community Colleges Chancellor's Office. The audit report shall be and presented to the Board of Trustees.

References: Education Code Sections 84040(b), 84040.5, and 81644;
 WASC/ACCJC Accreditation Standard III.D.7.3

Approved: 12/12/06
Revised: 1/10/17

To: Board of Trustees	Date: May 20, 2025
From: Superintendent/President	
Subject: First Review of Revised Board Policy and Administrative Procedure 6520, Security for District Property	Item Number: 14.HH.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 6

BACKGROUND

Administrative procedure and board policy 6520, Security for District Property, were reviewed per administrative procedure 2410, Board Policies and Administrative Procedures, which states all policies and procedures are to be reviewed on a five-year cycle. During the review, the administrative procedure and board policy received updates recommended by the league and were revised to closely align with current practice.

The administrative procedure and board policy are recommended by the Community College League of California's Policy and Procedure Services and has been vetted through the shared governance process.

Administrator Initiating Item: Dennis Curran	Final Disposition:
---	--------------------



**Allan Hancock Joint Community College District
Board Policy
Chapter 6 – Business and Fiscal Affairs**

BP 6520 SECURITY FOR DISTRICT PROPERTY

The Superintendent/President shall establish procedures necessary to manage, control, and protect the assets of the District, including but not limited to, ensuring sufficient security to protect property, equipment, and information from theft, loss, or significant damage.

~~District property and assets are for use by the college in meeting its educational mission. An employee of the District is not permitted to use college facilities, services, and equipment for a separate business activity, unless authorized by the Superintendent/President on the basis that there is benefit to the District.~~

~~For the purpose of this procedure, college facilities and services include, but are not limited to, vehicles, equipment, facilities, and services such as purchase cards, mail delivery, telephone, and technology.~~

~~Business enterprises may lease or rent District facilities if they comply with the provisions of board policy 6700 Civic Center and Other Facilities Use and administrative procedure 6700 Civic Center and Other Facilities Use which include rental/lease payments. District employees with prior approval from the Superintendent/President may use selected services if the cost of service is reimbursed to the District.~~

~~Employees engaged in business activities outside of their employment responsibility to the college are considered to be an external business entity for the purposes of this policy.~~

References: Education Code Sections 81600 et seq.;
~~WASC/ACCJC Accreditation Standard III.B.13.8~~

**Adopted: 6/21/94
Revised: 7/9/19**



Allan Hancock Joint Community College District
Administrative Procedure
 Chapter 6 – Business and Fiscal Affairs

AP 6520 SECURITY FOR DISTRICT PROPERTY

Responsibility for Patrolling District Property

The district has established a police department as authorized by Education Code §§72330, et seq. The district employs P.O.S.T. (Police Officer Standards and Training) certified police officers whose peace officer authority extends throughout California. The members of the Allan Hancock College Police Department (AHCPD) are responsible for protecting life and property on or near any property owned or controlled by the Allan Hancock Community College District.

District property and facilities security, surveillance, and patrolling is performed by Allan Hancock College Police department non-sworn safety officers and sworn police officers. This includes all sports fields, grounds, facilities, parking lots, and adjacent areas on Lompoc and Santa Maria campuses.

Campus Fire, Intrusion Alarms, and Emergency Notifications

The Campus Police department works with the designated campus fire and burglar intrusion alarm Systems Company to ensure the system is maintained and tested on a regular schedule to ensure confirm the systems are operational and in compliance.

Campus Police respond to all alarms to ensure that buildings are evacuated and the students and employees ~~are assembling~~ in safe or designated areas. In conjunction with city or county fire authorities, campus police are they also are responsible to for releasing the building(s) to be occupied after the alarms and buildings are cleared for occupancy.

Campus emergency notification systems is performed through the campus phone system, emails and/or the Rave emergency notification texting system. These notifications are put out disseminated by and through the public affairs office or Campus Police.

Facilities Department Responsibilities

The Facilities department is responsible ~~to for~~ ensuring all district fire extinguishers and fire suppression systems are tested and maintained in good working order.

The Facilities department makes every effort to ensure the campus lighting and landscape is maintained and operational to provide safe access for staff and students.

The Facilities Department is responsible for the publication of warnings about unsafe areas of the district and the campuses. The Facilities Department, Campus Police, and the Public Information Office work closely together to adequately identify and publicize unsafe areas of the district.

All employees of the district are expected to notify the Facilities Department of any areas that could be potentially unsafe so that the potentially unsafe areas can be evaluated and dealt with appropriately.

As areas are identified with safety hazards or as work is being performed, the facilities team will make every effort will be made every effort to mark, isolate, fence or secure the affected area with barricades or caution tape to designate the area as unsafe.

Responsibility for the Distribution and Accountability of Keys/Keyless Access

Access to buildings is provided ~~through requests made on the district Key/Access code requisition forms. The requisitionese forms are filled out~~ must be approved by the administrator in charge and submitted and requested for issuing which requires approval by the administrator in charge. Once approved by administrator they are forwarded to the Facilities Department Maintenance supervisor who approves for issuanceing. Requests When special requests for master keys for a department are requested shall be routed through the appropriate supervisor, dean/director for approval. Any request for a multi-building or campus master key will be routed for approval by and then they go to the respective cabinet member overseeing the area Director of FacilitiesAssociate Superintendent, Vice President of Finance and Administration for approval. Any Requests for building alarm systems access is also granted requested through district Key/Access code requisition forms and requires approval from the Campus police department and are requested on the same document.

If denied, the approving administrator is contacted to provide an opportunity for clarification. Once approved, the request is forwarded to the District locksmith who completes the request or programs the appropriate locks. The form, access code and keys are ~~given~~ provided to Campus police for issuance. When picking up keys or codes from Campus police an ID and signature are required.

The person who signs for the key/access control device assumes responsibility. Any lost or stolen key/access control device must be reported to Campus Police immediately and a report filed. Fees due to lost/stolen/missing keys/access control devices may be applied and will be collected from the department approving the request before issuanceing of replacement keys. In the case of employee separation from the District, all keys/access

control devices must be returned to Campus Police and then turned over to the Facilities department locksmith. Appropriate fees may be assessed for all unreturned keys/access control devices.

Part-time faculty shall turn keys/access control devices in to Police and Safety Services at the end of each semester (if not returning the subsequent semester).

Each District key and access code belongs to the District and shall not be duplicated. Access codes are for individual use and are not intended to be shared. Audits of lock systems are used to provide information to campus police for access obtained into the building and will be accessed in case of theft or vandalism. Any unauthorized duplication of a District keys is a violation of Penal Code Section 469 and is punishable with a fine or imprisonment.

~~Efforts to secure and retrieve lost or stolen campus computers and electronic notebooks both portable and desk top using internal and external markings for identification and the use of tracking resources available to the college will be utilized. In classroom and training areas where laptops are provided by the district locking carts will be provided. Technology hardware is inventoried on an annual basis and all new equipment is added to the inventory list after being purchased and marked by the district.~~

~~As areas are identified with safety hazards or work is being performed every effort will be made to mark, isolate, fence or secure the area with barricades or caution tape to designate the area as unsafe.~~

~~Campus emergency notification systems is performed through the campus phone system, emails or the Rave emergency notification texting system. These notifications are put out through the public affairs office or Campus Police.~~

Security of Electronic Assets

District assets are inventoried upon purchase, named and installed, and tracked via software. Laptops and tablets are engraved with laser markings indicating they are AHC property. Portable units are also secured via locking cables or locking cabinets. Computer lab units are secured to the desks via cables and locks. Units leaving the college inventory system are declared as either surplus or trash and then recycled or repurposed.

Both internal and external identification markings and tracking resources available to the college will be used ~~Efforts to secure and retrieve lost or stolen campus computers and electronic notebooks both portable and desk top using internal and external markings for identification and the use of tracking resources available to the college will be utilized. In classroom and training areas where laptops are provided by the district locking carts will also be provided. Technology hardware is inventoried on an annual basis and all new equipment is added to the inventory list after being purchased and marked by the district.~~

References: WASC/ACCJC Accreditation Standard III.B.13.8;
Penal Code Section 469

Approved: 5/14/19

INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: First Review of New Administrative Procedure 7343, Industrial Accident & Illness Leave	Item Number: 14.II.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 4

BACKGROUND

New administrative procedure 7343, Industrial Accident & Illness Leave, is legally required by the league. It reflects the minimum requirements excerpted from statute and it closely aligns with our current practice.

The administrative procedure is recommended by the California Community College League's Policy and has been vetted through the shared governance process.

Administrator Initiating Item: Ruben Ramirez	Final Disposition:
---	--------------------



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

AP 7343 INDUSTRIAL ACCIDENT AND ILLNESS LEAVE

Academic Employees

Academic employees shall be entitled to not less than 60 days leave on account of an industrial accident or illness in any one fiscal year for the same accident.

Allowable leave shall not be accumulated from year to year.

Industrial accident or illness leave shall commence on the first day of absence.

When an academic employee is absent from their duties on account of an industrial accident or illness, the employee shall be paid the portion of the salary due to them for any month in which the absence occurs as, when added to their temporary disability indemnity under the Labor Code, will result in a payment to the employee of not more than their full salary. "Full salary," shall be computed so that it shall not be less than the employee's "average weekly earnings" as that phrase is used in Labor Code Section 4453. For purposes of this section, however, the maximum and minimum average weekly earnings set forth in Labor Code Section 4453 shall otherwise not be deemed applicable.

Industrial accident or illness leave shall be reduced by one day for each day of authorized absence regardless of a temporary disability indemnity award.

When an industrial accident or illness leave overlaps into the next fiscal year, the employee shall be entitled to only the amount of unused leave due to the same illness or injury.

Upon termination of the industrial accident or illness leave, the employee shall be entitled to the benefits provided in Education Code Sections 87780, 87781 and 87786, and, for the purposes of each of these sections, their absence shall be deemed to have commenced on the date of termination of the industrial accident or illness leave. However, if the employee continues to receive temporary disability indemnity, they may elect to take as much of their accumulated sick leave which, when added to their temporary disability indemnity, will result in a payment to the employee of not more than their full salary.

During any paid leave of absence, the employee may endorse to the District the temporary disability indemnity checks received on account of their industrial accident or illness. The District shall issue the employee appropriate salary warrants for payment of the employee's salary and shall deduct normal retirement, other authorized contributions, and the temporary disability indemnity, if any, actually paid to and retained by the employee for periods covered by the salary warrants.

Additional provisions may exist in the collective bargaining agreement.

Classified Employees

Classified employees shall be entitled to not less than 60 days leave on account of an industrial accident or illness, in any one fiscal year for the same accident.

Allowable leave shall not be accumulative from year to year.

Industrial accident or illness leave of absence will commence on the first day of absence.

Payment for wages lost on any day shall not, when added to an award granted the employee under the workers' compensation laws of this state, exceed the normal wage for the day.

Industrial accident leave will be reduced by one day for each day of authorized absence regardless of a compensation award made under workers' compensation.

When an industrial accident or illness occurs at a time when the full 60 days will overlap into the next fiscal year, the employee shall be entitled to only that amount remaining at the end of the fiscal year in which the injury or illness occurred, for the same illness or injury.

The industrial accident or illness leave of absence is to be used in lieu of entitlement acquired under Education Code Section 88191. When entitlement to industrial accident or illness leave has been exhausted, entitlement to other sick leave will then be used; but if an employee is receiving workers' compensation, the person shall be entitled to use only so much of the person's accumulated or available sick leave, accumulated compensating time, vacation or other available leave which, when added to the workers' compensation award, provide for a full day's wage or salary.

Periods of leave of absence, paid or unpaid, shall not be considered to be a break in service of the employee.

During all paid leaves of absence, whether industrial accident leave as provided in this procedure, sick leave, vacation, compensated time off or other available leave provided by law or the action of the District, the employee shall endorse to the District wage loss benefit checks received under the workers' compensation laws of this state. The District, in turn, shall issue the employee appropriate warrants for payment of wages or salary and

shall deduct normal retirement and other authorized contributions. Reduction of entitlement to leave shall be made only in accordance with this procedure.

When all available leaves of absence, paid or unpaid, have been exhausted and if the employee is not medically able to assume the duties of the person's position, the person, if not placed in another position, shall be placed on a reemployment list for a period of 39 months. When available, during the 39-month period, the person shall be employed in a vacant position in the class of the person's previous assignment over all other available candidates except for a reemployment list established because of lack of work or lack of funds, in which case the person shall be listed in accordance with appropriate seniority regulations.

An employee who has been placed on a reemployment list, as provided above, who has been medically released for return to duty and who fails to accept an appropriate assignment, shall be dismissed.

Additional provisions may exist in the collective bargaining agreement.

References:

Education Code Sections 87787 and 88192

Revised:

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Monthly Report, Associate Superintendent/Vice President, Academic Affairs	Item Number: 14.JJ.
Institutional Goal: Ed Master Plan Goal C. Student Progression through Program of Study	Enclosures: Page 1 of 1

BACKGROUND**Lompoc Workforce Pipeline**

On April 29, Deborah Pirman, director, Lompoc Valley Center and Extended Campus, and Julia Sokolovska, coordinator, Contract Education, represented Hancock at the Lompoc Workforce Pipeline meeting hosted by Supervisor Joan Hartmann, where former Student Trustee Oscar Rivera shared outcomes and recommendations resulting from a study performed while interning for Supervisor Hartmann. The study focused on local needs and available resources for Lompoc Youth transitioning into the workforce, and recommendations called for centralized coordination of services between agencies. Additionally, during this meeting, representatives from Governor Newsom's office shared updates and answered questions related to Uplift California, including questions related to the role of community colleges in rural, low-population areas, such as the Lompoc Valley Center.

Career Center Advisory Meeting

On May 9, the Career Center hosted the annual meeting of its advisory committee, which includes partners and representatives from community industry, K-12, and local governments and agencies. The Career Center shared and discussed this year's outcomes with 40 attendees, who provided input and direction for the office's future goals, programs, and projects.

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



To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Monthly Report, Associate Superintendent/Vice President, Student Services	Item Number: 14.KK.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 2

BACKGROUND

Annual Registration Rally

In an effort to support high school seniors start strong at Allan Hancock College, the high school outreach team and general counselors have partnered to deliver services throughout spring semester, culminating in the Promise Registration Rally, which was held on Thursday, May 1 across our service area in the high schools. The Promise Registration Rally was a major success this year, drawing an overwhelming number of incoming Hancock Promise students eager to register for their summer and fall classes. The turnout exceeded expectations, highlighting the strong interest and enthusiasm from the new student cohort. In fact, the response was so great that it temporarily crashed the registration system due to the high volume of traffic. The final counts reflected 373 students registered for summer 2025 and 1,039 students registered for Fall 2025.

This incredible engagement reflects the growing impact and popularity of the Hancock Promise program. This would not have been possible without the support of the partnerships with our local high schools and the entire Hancock community.

Improvements to the Financial Aid Award Letter

This year, Allan Hancock College rolled out a major upgrade to the financial aid award letter, designed to provide clearer, more user-friendly information for students. The updated format breaks down awards in a simple, easy-to-read layout, helping students better understand the types and amounts of aid they've been offered. By enhancing transparency and clarity, the new award letter aims to reduce confusion and empower students to make informed decisions about their financial aid. Close to 2,000 award letters were sent out to students for the upcoming 2025-2026 school year last week and these notices will continue to be sent out as financial aid files are awarded each week.

Federal Financial Aid Awards to Students

Allan Hancock College students benefit greatly from federal financial aid funds from the Department of Education. There are three types of federal financial aid awards that a student can earn with the completion of the Free Application for Federal Student Aid (FAFSA) and identified need:

- Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)
- Federal Work-Study Program (FWS)

The impact of federal financial aid for our college in the last three academic years is highlighted in the table below, quantifying the number of students awarded and the total amount disbursed by award type.

Administrator Initiating Item: Genevieve Siwabessy	Final Disposition:
---	--------------------

	Pell		FSEOG		FWS	
	# of Students	Amount Awarded	# of Students	Amount Awarded	# of Students	Amount Awarded
2022-2023	4896	\$20,063,807	639	\$271,500	89	\$238,728
2023-2024	4986	\$13,020,863	517	\$224,250	101	\$280,212
2024-2025*	3698	\$16,965,510	783	\$327,750	114	\$243,534

*academic year still in progress.

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Monthly Report, Executive Director, Institutional Effectiveness	Item Number: 14.LL.
Institutional Goal: Accreditation Standard I	Enclosures: Page 1 of 1

BACKGROUND
2025 Research and Planning (RP) Conference

Staff from the Office of Institutional Effectiveness attended the 2025 RP Conference held April 2-4, 2025, in Burlingame, California. The conference theme, Building an Inclusive Future for Student Success, focused on transforming institutional culture and improving outcomes for disproportionately impacted students. As the largest gathering of institutional research and planning professionals in the California Community College system, the event offered workshops and sessions on equity-minded inquiry, student voice, and systems change. The insights and ideas learned from the conference will inform projects at Allan Hancock College.

Institutional Effectiveness Council (IEC) Recommendations

Four recommendations were presented to College Council. These recommendations were developed from research over the past year on the shared governance structure including activities at All Staff Day and the annual planning retreat. They are designed to strengthen institutional focus, streamline decision-making, and enhance accountability, consistent with accreditation standards and the college's strategic priorities. The recommendations are as follows:

1. Focused and prioritized goals
2. Key performance targets (education plan completion, unit completion, and math/English completion)
3. Decisions to action (enhanced role for the IEC and the Institutional Effectiveness office)
4. Councils and Committees Pathways to Decisions (CCPD) enhancements (training, communication strategy, and council/committee structure review).

Administrator Initiating Item: Craig N. Bach	Final Disposition:
---	--------------------


INFORMATION ITEM

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Monthly Report, Executive Director, College Advancement	Item Number: 14.MM.
Institutional Goal: Accreditation Standard II	Enclosures: Page 1 of 1

BACKGROUND

The month of May is one of the most active on Allan Hancock College's calendar, with a full slate of student-focused, community-building events. Behind each of these events is an extensive, collaborative effort between the Public Affairs & Communications team and Campus Graphics to ensure every event is not only branded professionally but strategically publicized across multiple channels.

Events Promoted in May Include:

- Bulldog Bound
- CalWORKs Student Celebration
- Career Exploration Day
- Cinco de Mayo Fundraiser
- Commencement 2025
- Cultural Events Series
- EMS Academy Graduation
- Law Enforcement Graduation
- Fire Academy Graduation
- Mental Health Awareness Workshops
- Pride Month Kickoff
- Retirements & Recognitions Celebration
- Scholarship Awards Ceremony
- Student Art Exhibition
- Student Film Festival
- Noncredit Recognition Ceremony
- Transfer Stars Celebration

Each event requires a suite of designed collateral from posters, fliers, and banners to digital graphics and videos, all tailored to reflect the college's brand. Once created, these assets are distributed through a thoughtfully orchestrated mix of communication channels including social media campaigns, portal announcements, emails, web features, and digital signage.

This work is time-intensive and demands significant coordination, creativity, and foresight. The result is consistent branding, increased engagement, and well-attended events that reflect the college's vibrant community and mission.

Together, Public Affairs & Communications and Campus Graphics elevate the perception of Hancock through their strategic approach and tireless execution.

Administrator Initiating Item: Jon Hooten	Final Disposition:
--	--------------------

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: Monthly Report, Associate Superintendent/Vice President, Finance and Administration	Item Number: 14.NN.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 1

BACKGROUND

As part of its emergency management responsibilities, Campus Police hosted a semi-annual emergency operations center (EOC) exercise in April. The EOC is the district's coordination organization for command and control during an emergency incident impacting any of our campuses. The EOC staff considers strategic priorities, manages information, and provides resources to first responders and others in the field.

District administrators staff the functional sections of the EOC and hone their skills as they work through emergency scenarios. The most recent scenario focused on a campus protest with various exercise injects to assess how EOC members assess the situation and respond. During the April exercise, EOC members tried to balance first amendment rights with protecting life and property. Emergency management personnel assessed how the team dealt with various situations while providing guidance and feedback.

Campus Police is already at work planning future exercises, improving EOC systems, and identifying areas for improvement. Future exercises will build on what was learned and continue to assess the district's emergency capabilities.



Administrator Initiating Item:

Dennis Curran

Final Disposition:

To: Board of Trustees	Date:
From: Superintendent/President	May 20, 2025
Subject: A Monthly Report on the Year-to-Date Financial Data for Various Funds	Item Number: 14.OO.
Institutional Goal: Accreditation Standard III	Enclosures: Page 1 of 22

BACKGROUND

Attached are copies of financial statements for the following funds:

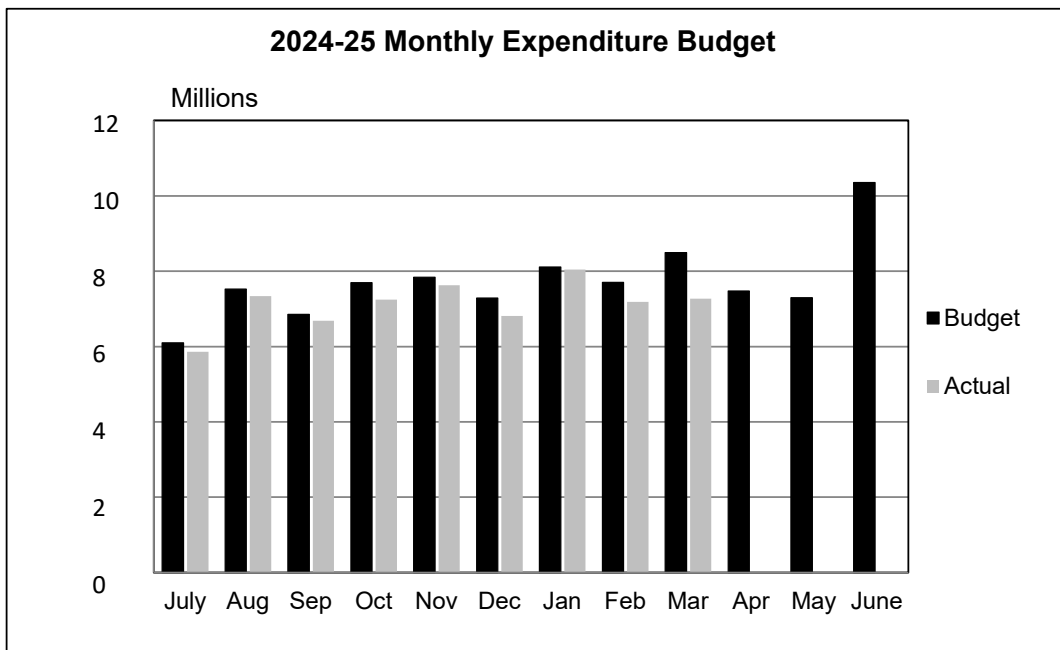
General Fund - Unrestricted
 General Fund - Restricted
 Child Development Fund
 PCPA Fund
 Capital Outlay Projects Fund
 General Obligation Bond Building Fund
 Dental Self-Insurance Fund
 Property and Liability Self-Insurance Fund
 Post-Employment Benefits Fund
 Other Post-Employment Benefits (OPEB) 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: Dennis Curran	Final Disposition:
---	--------------------

GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET

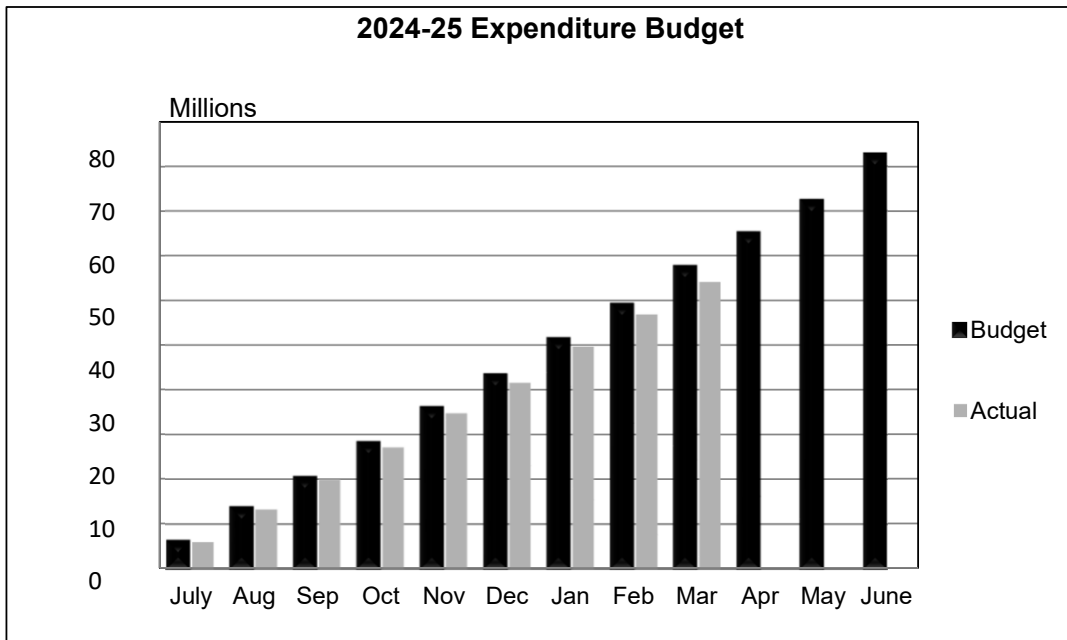
	March Budget	March Expenditures	Percentage Variance
Academic Salaries	2,859,092	2,836,926	99.22%
Classified Salaries	1,889,496	1,836,002	97.17%
Employee Benefits	1,566,761	1,545,378	98.64%
Supplies and Materials	179,913	122,408	68.04%
Other Operating Expenses	960,471	370,333	38.56%
Capital Outlay	65,829	59,143	89.84%
Other Outgo/Transfers	<u>970,849</u>	<u>498,680</u>	51.37%
	8,492,411	7,268,870	85.59%



GENERAL FUND UNRESTRICTED EXPENDITURE BUDGET

Year to Date Expenditures

	July - March Budget	July - March Year to Date	Percentage Variance
Academic Salaries	24,634,736	24,542,238	99.62%
Classified Salaries	17,334,874	16,595,727	95.74%
Employee Benefits	13,811,137	13,140,789	95.15%
Supplies and Materials	1,409,991	1,156,325	82.01%
Other Operating Expenses	6,884,568	6,091,310	88.48%
Capital Outlay	549,455	457,058	83.18%
Other Outgo/Transfers	<u>2,984,756</u>	<u>2,076,069</u>	69.56%
	67,609,517	64,059,516	94.75%



Allan Hancock College
General Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<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	\$ 5,200	\$ 31,683	609.29%	\$ 5,575,546	\$ 1,090,271	19.55%
State Revenues	59,442,965	37,072,687	62.37%	39,572,790	32,467,302	82.04%
Local Revenues	27,136,807	16,796,790	61.90%	2,092,874	1,682,220	80.38%
Total REVENUES	<u>86,584,972</u>	<u>53,901,160</u>	<u>62.25%</u>	<u>47,241,211</u>	<u>35,239,793</u>	<u>74.60%</u>
EXPENDITURES						
Academic Salaries	31,493,437	24,542,238	77.93%	5,416,296	2,771,218	51.16%
Classified Salaries	23,305,642	16,595,727	71.21%	9,479,607	5,127,369	54.09%
Employee Benefits	20,581,643	13,140,789	63.85%	4,751,663	2,264,210	47.65%
Supplies and Materials	1,978,134	1,156,325	58.46%	4,062,544	1,770,624	43.58%
Other Operating Exp. and Services	9,320,017	6,091,310	65.36%	7,628,474	3,146,535	41.25%
Capital Outlay	891,675	457,058	51.26%	3,797,634	1,629,944	42.92%
Total EXPENDITURES	<u>87,570,547</u>	<u>61,983,447</u>	<u>70.78%</u>	<u>35,136,218</u>	<u>16,709,899</u>	<u>47.56%</u>
Excess of Revenues Over/ (Under) Expenditures	(985,575)	(8,082,288)		12,104,993	18,529,894	
OTHER FINANCING SOURCES (USES)						
Other Financing Sources	0	70,274	0.00%	83,900	0	0.00%
Total OTHER FINANCING SOURCES (USES)	<u>0</u>	<u>70,274</u>	<u>0.00%</u>	<u>83,900</u>	<u>0</u>	<u>0.00%</u>
OPERATING TRANSFERS OUT						
Other Outgo	5,161,877	2,076,069	40.22%	9,496,474	3,177,430	33.46%
Total OPERATING TRANSFERS OUT	<u>5,161,877</u>	<u>2,076,069</u>	<u>40.22%</u>	<u>9,496,474</u>	<u>3,177,430</u>	<u>33.46%</u>
Excess of Revenues and Other Financing Sources Over/(Under)	(6,147,452)	(10,088,083)		2,692,419	15,352,464	
FUND BALANCE						
Fund Balance, July 1st	<u>32,078,920</u>	<u>32,078,920</u>		<u>11,060,798</u>	<u>11,060,798</u>	
Current Balance	<u>\$ 25,931,469</u>	<u>\$ 21,990,838</u>		<u>\$ 13,753,217</u>	<u>\$ 26,413,262</u>	

Allan Hancock College
Child Development Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Federal Revenues	\$ 391,156	\$ 261,252	66.79%
State Revenues	1,423,227	1,196,940	84.10%
Local Revenues	563,163	295,041	52.39%
Total REVENUES	<u>2,377,546</u>	<u>1,753,233</u>	<u>73.74%</u>
EXPENDITURES			
Academic Salaries	107,459	121,418	112.99%
Classified Salaries	1,273,085	600,346	47.16%
Employee Benefits	230,887	143,761	62.26%
Supplies and Materials	316,636	74,292	23.46%
Other Operating Exp. and Services	45,900	15,637	34.07%
Capital Outlay	435,334	177,755	40.83%
Total EXPENDITURES	<u>2,409,301</u>	<u>1,133,208</u>	<u>47.03%</u>
Excess of Revenues Over/ (Under) Expenditures	(31,755)	620,025	
OTHER FINANCING SOURCES (USES)			
Other Financing Sources	30,000	20,000	66.67%
Total OTHER FINANCING SOURCES (USES)	<u>30,000</u>	<u>20,000</u>	<u>66.67%</u>
FUND BALANCE			
Fund balance, July 1	<u>580,666</u>	<u>580,666</u>	
Current Balance	<u>\$ 578,911</u>	<u>\$ 1,220,691</u>	

Allan Hancock College
Capital Outlay Project Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
State Revenues	\$ 0	\$ 0	0.00%
Local Revenues	25,000	304,331	1,217.32%
Total REVENUES	<u>25,000</u>	<u>304,331</u>	<u>1,217.32%</u>
EXPENDITURES			
Supplies and Materials	47,133	14,950	31.72%
Other Operating Exp. and Services	107,323	25,554	23.81%
Capital Outlay	6,741,800	1,384,696	20.54%
Total EXPENDITURES	<u>6,896,256</u>	<u>1,425,200</u>	<u>20.67%</u>
Excess of Revenues Over/ (Under) Expenditures	(6,871,256)	(1,120,870)	
OTHER FINANCING SOURCES (USES)			
Other Financing Sources	2,737,960	25,535	0.93%
Total OTHER FINANCING SOURCES (USES)	<u>2,737,960</u>	<u>25,535</u>	<u>0.93%</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	(4,133,296)	(1,095,335)	
FUND BALANCE			
Fund balance, July 1	14,076,905	14,076,905	
Current Balance	<u>\$ 9,943,609</u>	<u>\$ 12,981,570</u>	

Allan Hancock College
General Obligation Bond Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 75,000	\$ 89,546	119.39%
Total REVENUES	<u>75,000</u>	<u>89,546</u>	<u>119.39%</u>
EXPENDITURES			
Supplies and Materials	0	0	0.00%
Other Operating Exp. and Services	61,343	47,512	77.45%
Capital Outlay	6,061,574	873,501	14.41%
Total EXPENDITURES	<u>6,122,916</u>	<u>921,013</u>	<u>15.04%</u>
Excess of Revenues Over/ (Under) Expenditures	(6,047,916)	(831,467)	
FUND BALANCE			
Fund balance, July 1	<u>6,309,167</u>	<u>6,309,167</u>	
Current Balance	<u>\$ 261,251</u>	<u>\$ 5,477,700</u>	

Allan Hancock College
Dental Self Insurance Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 714,425	\$ 554,919	77.67%
Total REVENUES	<u>714,425</u>	<u>554,919</u>	<u>77.67%</u>
EXPENDITURES			
Other Operating Exp. and Services	769,917	638,063	82.87%
Total EXPENDITURES	<u>769,917</u>	<u>638,063</u>	<u>82.87%</u>
Excess of Revenues Over/ (Under) Expenditures	(55,492)	(83,144)	
FUND BALANCE			
Fund balance, July 1	<u>979,127</u>	<u>979,127</u>	
Current Balance	<u>\$ 923,635</u>	<u>\$ 895,983</u>	

Allan Hancock College
Self Ins - Property & Liab. Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 23,511	\$ 32,645	138.85%
Total REVENUES	<u>23,511</u>	<u>32,645</u>	<u>138.85%</u>
EXPENDITURES			
Supplies and Materials	0	0	0.00%
Other Operating Exp. and Services	51,187	51,187	100.00%
Capital Outlay	15,875	14,569	91.77%
Total EXPENDITURES	<u>67,063</u>	<u>65,757</u>	<u>98.05%</u>
Excess of Revenues Over/ (Under) Expenditures	(43,551)	(33,111)	
FUND BALANCE			
Fund balance, July 1	<u>855,019</u>	<u>855,019</u>	
Current Balance	<u>\$ 811,468</u>	<u>\$ 821,908</u>	

Allan Hancock College
Post Employment Benefits Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 4,000	\$ 15,427	385.67%
Total REVENUES	<u>4,000</u>	<u>15,427</u>	<u>385.67%</u>
EXPENDITURES			
Other Operating Exp. and Services	31,300	3,300	10.54%
Total EXPENDITURES	<u>31,300</u>	<u>3,300</u>	<u>10.54%</u>
Excess of Revenues Over/ (Under) Expenditures	(27,300)	12,127	
FUND BALANCE			
Fund balance, July 1	<u>1,018,975</u>	<u>1,018,975</u>	
Current Balance	<u>\$ 991,675</u>	<u>\$ 1,031,102</u>	

02681504
15 -01-B -61 -094-04
0101 -11-03818-04



RHBPT-HANCOCK-DELEGATED DISCRETION
ACCOUNT 6746018043

Period from March 1, 2025 to March 31, 2025

MARKET AND COST RECONCILIATION

	03/31/2025 MARKET	03/31/2025 BOOK VALUE
Beginning Market And Cost	10,795,715.21	10,331,182.45
Investment Activity		
Interest	120.83	120.83
Dividends	36,549.81	36,549.81
Realized Gain/Loss	- 7,953.45	- 7,953.45
Change In Unrealized Gain/Loss	- 132,219.56	.00
Net Accrued Income (Current-Prior)	- 20.14	- 20.14
Total Investment Activity	- 103,522.51	28,697.05
Plan Expenses		
Administrative Expenses*	- 9,707.27	- 9,707.27
Total Plan Expenses	- 9,707.27	- 9,707.27
Net Change In Market And Cost	- 113,229.78	18,989.78
Ending Market And Cost	10,682,485.43	10,350,172.23

MARKET AND COST RECONCILIATION MESSAGES

* Includes Professional Fees, Contract Administrator Fees and Investment Advisory Fees

02681504
 15- -01-B -61 -094-04
 0101 -11-03818-04



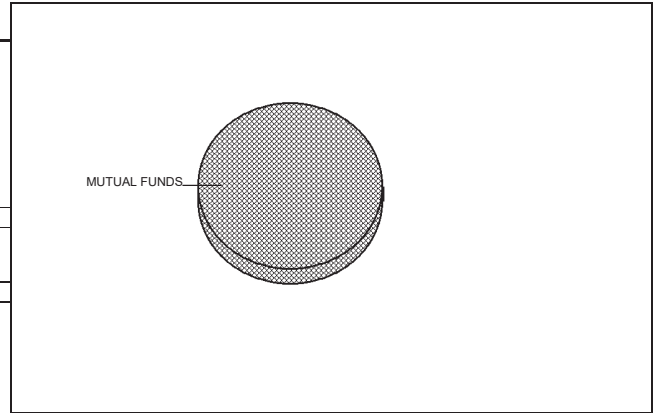
RHBPT-HANCOCK-DELEGATED DISCRETION
 ACCOUNT 6746018043

Period from March 1, 2025 to March 31, 2025

ASSET SUMMARY

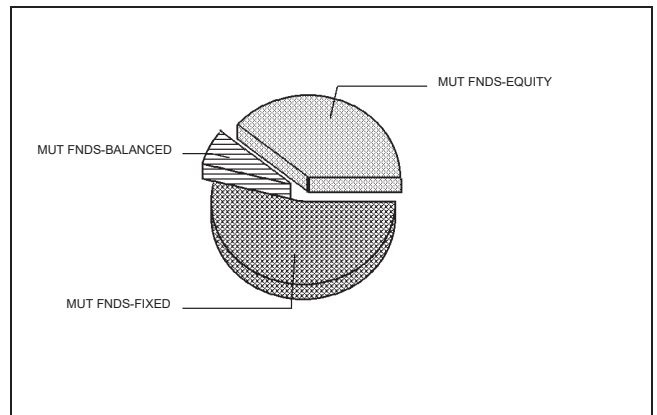
ASSETS	03/31/2025 MARKET	03/31/2025 BOOK VALUE	% OF MARKET
Cash And Equivalents	20,542.34	20,542.34	0.19
Mutual Funds-Equity	4,098,954.05	3,560,406.25	38.37
Mutual Funds-Fixed Income	5,825,026.07	6,100,538.50	54.53
Mutual Funds-Balanced	737,840.03	668,562.20	6.91
Total Assets	10,682,362.49	10,350,049.29	100.00
Accrued Income	122.94	122.94	0.00
Grand Total	10,682,485.43	10,350,172.23	100.00

Estimated Annual Income **367,040.48**



ASSET SUMMARY MESSAGES

Estimated Annual Income is an estimate provided for informational purposes only and should not be relied on for making investment, trading, or tax decisions. The estimates may not represent the actual value earned by your investments and they provide no guarantee of what your investments may earn in the future.



Allan Hancock College
Associated Students Trust Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 93,061	\$ 129,912	139.60%
Total REVENUES	<u>93,061</u>	<u>129,912</u>	<u>139.60%</u>
EXPENDITURES			
Supplies and Materials	329,702	297,952	90.37%
Other Operating Exp. and Services	111,329	90,810	81.57%
Total EXPENDITURES	<u>441,032</u>	<u>388,762</u>	<u>88.15%</u>
Excess of Revenues Over/ (Under) Expenditures	(347,970)	(258,850)	
OTHER FINANCING SOURCES (USES)			
Other Financing Sources	428,270	428,270	100.00%
Total OTHER FINANCING SOURCES (USES)	<u>428,270</u>	<u>428,270</u>	<u>100.00%</u>
OPERATING TRANSFERS OUT			
Other Outgo	192,475	189,245	98.32%
Total OPERATING TRANSFERS OUT	<u>192,475</u>	<u>189,245</u>	<u>98.32%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(112,175)	(19,825)	
FUND BALANCE			
Fund balance, July 1	<u>303,998</u>	<u>303,998</u>	
Current Balance	<u>\$ 191,823</u>	<u>\$ 284,173</u>	

Allan Hancock College
Student Representation Fee Trst Fnd

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 41,160	\$ 41,156	99.99%
Total REVENUES	<u>41,160</u>	<u>41,156</u>	<u>99.99%</u>
EXPENDITURES			
Other Operating Exp. and Services	29,378	27,417	93.33%
Total EXPENDITURES	<u>29,378</u>	<u>27,417</u>	<u>93.33%</u>
Excess of Revenues Over/ (Under) Expenditures	11,782	13,739	
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	11,782	13,739	
FUND BALANCE			
Fund balance, July 1	<u>21,814</u>	<u>21,814</u>	
Current Balance	<u>\$ 33,596</u>	<u>\$ 35,552</u>	

Allan Hancock College
Student Body Center Fee Trust Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 25,300	\$ 24,589	97.19%
Total REVENUES	<u>25,300</u>	<u>24,589</u>	<u>97.19%</u>
EXPENDITURES			
Supplies and Materials	4,616	0	0.00%
Other Operating Exp. and Services	65	0	0.00%
Capital Outlay	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total EXPENDITURES	<u>4,680</u>	<u>0</u>	<u>0.00%</u>
Excess of Revenues Over/ (Under) Expenditures	20,620	24,589	
FUND BALANCE			
Fund balance, July 1	<u>95,030</u>	<u>95,030</u>	
Current Balance	<u>\$ 115,649</u>	<u>\$ 119,619</u>	

Allan Hancock College
Student Financial Aid Trust Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Federal Revenues	\$ 11,178,459	\$ 16,905,839	151.24%
State Revenues	3,965,246	4,026,077	101.53%
Local Revenues	0	7	0.00%
Total REVENUES	<u>15,143,705</u>	<u>20,931,923</u>	<u>138.22%</u>
OTHER FINANCING SOURCES (USES)			
Other Financing Sources	634,762	760,196	119.76%
Total OTHER FINANCING SOURCES (USES)	<u>634,762</u>	<u>760,196</u>	<u>119.76%</u>
OPERATING TRANSFERS OUT			
Other Outgo	15,778,467	19,993,135	126.71%
Total OPERATING TRANSFERS OUT	<u>15,778,467</u>	<u>19,993,135</u>	<u>126.71%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	0	1,698,984	
FUND BALANCE			
Fund balance, July 1	<u>21,809</u>	<u>21,809</u>	
Current Balance	<u>\$ 21,809</u>	<u>\$ 1,720,793</u>	

Allan Hancock College
Scholarship and Loan Trust Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<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>\$ 8,708</u>	<u>\$ 8,708</u>	

Allan Hancock College
District Trust Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 203,149	\$ 456,835	224.88%
Total REVENUES	<u>203,149</u>	<u>456,835</u>	<u>224.88%</u>
EXPENDITURES			
Academic Salaries	18,445	9,750	52.86%
Classified Salaries	3,000	0	0.00%
Employee Benefits	0	0	0.00%
Supplies and Materials	106,524	81,076	76.11%
Other Operating Exp. and Services	43,602	26,250	60.20%
Capital Outlay	0	0	0.00%
Total EXPENDITURES	<u>171,570</u>	<u>117,076</u>	<u>68.24%</u>
Excess of Revenues Over/ (Under) Expenditures	31,578	339,759	
OPERATING TRANSFERS OUT			
Other Outgo	27,241	6,897	25.32%
Total OPERATING TRANSFERS OUT	<u>27,241</u>	<u>6,897</u>	<u>25.32%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	4,337	332,862	
FUND BALANCE			
Fund balance, July 1	<u>5,789,497</u>	<u>5,789,497</u>	
Current Balance	<u>\$ 5,793,833</u>	<u>\$ 6,122,359</u>	

Allan Hancock Joint Community College District
 Plan Activity Report - Pension
 As of March 31, 2025



Month	Balance at the 1st of the Month	Contributions	Earnings	Expenses	Distributions	Transfers	Balance at the End of Month
January 2025	\$ 4,942,717.12	\$0.00	\$76,912.06	(\$1,329.31)	\$0.00	\$0.00	\$ 5,018,299.87
February 2025	\$ 5,018,299.87	\$0.00	\$55,454.60	(\$1,346.81)	\$0.00	\$0.00	\$ 5,072,407.66
March 2025	\$ 5,072,407.66	\$0.00	(\$71,944.03)	(\$1,359.15)	\$0.00	\$0.00	\$ 4,999,104.48

Allan Hancock College
Student Clubs Agency Fund

Income Statement by Fund
For Period Ending 03/31/2025

	<u>Budget</u>	<u>Actual</u>	<u>% Budget</u>
REVENUES			
Local Revenues	\$ 35,973	\$ 33,371	92.77%
Total REVENUES	<u>35,973</u>	<u>33,371</u>	<u>92.77%</u>
EXPENDITURES			
Supplies and Materials	21,746	9,233	42.46%
Other Operating Exp. and Services	14,778	2,237	15.13%
Total EXPENDITURES	<u>36,524</u>	<u>11,470</u>	<u>31.40%</u>
Excess of Revenues Over/ (Under) Expenditures	(551)	21,901	
OPERATING TRANSFERS OUT			
Other Outgo	20,530	19,530	95.13%
Total OPERATING TRANSFERS OUT	<u>20,530</u>	<u>19,530</u>	<u>95.13%</u>
Excess of Revenues and Other Financing Sources Over/(Under) Expenditures and Other Uses	(21,081)	2,371	
FUND BALANCE			
Fund balance, July 1	<u>64,195</u>	<u>64,195</u>	
Current Balance	<u>\$ 43,115</u>	<u>\$ 66,567</u>	

**ALLAN HANCOCK COLLEGE FOUNDATION
STATEMENT OF OPERATIONS
FOR THE PERIOD ENDING 03/31/2025**

	Cash Admin	General Operations	Restricted	Scholar- ships	Endowment Principal	Endowment Rev/Exp	Total
REVENUES:							
Contributions, Gifts, Grants & Endwmnts	0	144,222	442,997	371,913	201,011	0	1,160,143
Non Cash Contribution	0	0	9,432	0	0	0	9,432
Interest and Investment Income	0	32,864	0	0	0	626,015	658,879
Realized Gain/Loss on Invest	0	6,254	0	0	0	424,101	430,355
Unrealized Gain/Loss on Invest	0	11,043	0	0	0	(114,931)	(103,888)
Other Local Revenues	0	1,249	11,125	5,722	0	0	18,095
Total Revenues	0	195,632	463,554	377,634	201,011	935,185	2,173,017
EXPENSES:							
Non Bargaining Unit	0	224,037	0	0	0	0	224,037
Benefits	0	51,041	0	0	0	0	51,041
Instructional Printing	0	0	1,517	0	0	0	1,517
Public Relations/Recognitions	0	1,756	13	0	0	0	1,769
Office/Operational Supplies	0	2,259	14,823	0	0	0	17,082
Non Instr Printing	0	6,624	1,667	0	0	0	8,291
Food - Business Meetings/Events	0	13,143	52,662	0	0	0	65,806
In-Kind Food Supplies	0	0	185	0	0	0	185
Indep Contractor (Individuals)	0	14,757	38,528	0	0	0	53,285
Service Contracts (Businesses)	0	6,590	38,675	0	0	0	45,266
In-Kind Service Contracts (Busnss)	0	0	3,302	0	0	0	3,302
Travel - All Travel Costs	0	8,942	1,653	0	0	0	10,595
In-Kind Travel Expense	0	0	946	0	0	0	946
On-Site-Prof. Develop/Webinars	0	1,183	200	0	0	0	1,383
District Community Activities	0	750	0	0	0	0	750
Foundation Community Activities	0	23,703	2,500	0	0	0	26,203
Dues & Memberships	0	5,364	294	0	0	0	5,657
Non-Tech Licenses, Permits, Fees	0	922	1,863	0	0	0	2,785
Software License/Subscription Agrmt	0	29,767	0	0	0	0	29,767
Insurance	0	0	190	0	0	0	190
Equipment Rental	0	0	2,524	0	0	0	2,524
District/College Support	0	11,235	45,759	0	0	0	56,994
Postage/Express Services	0	2,407	566	0	0	0	2,973
Advertising/Sponsorships	0	3,575	39	0	0	0	3,614
In-Kind Advertising	0	0	5,000	0	0	0	5,000
Bank Service Charges	0	905	380	0	0	0	1,285
Investment Brokerage Fees	0	2,418	0	0	0	120,432	122,851
Cash Over and Short	0	0	0	0	0	0	0
PCPA Support	0	0	12,011	58,572	0	0	70,583
Equipment	0	631	9,176	0	0	0	9,807
Student Assistance	0	0	6,991	0	0	0	6,991
Scholarships	0	2,461	104,652	552,631	0	0	659,743
Total Expenditures	0	414,470	346,115	611,203	0	120,432	1,492,220
Net Income (Loss)	0	(218,838)	117,439	(233,568)	201,011	814,753	680,797
OTHER FINANCING SOURCES/OUTGO:							
Intrafund Transfer-In	0	108,117	226,029	282,174	41,737	0	658,057
Intrafund Transfers-Out	0	19	154,583	2,000	0	603,265	759,867
Other Transfer-In	0	313,946	0	0	0	0	313,946
Net Transfers	0	422,043	71,447	280,174	41,737	(603,265)	212,136
Net Inc/Dec in Fund Bal	0	203,205	188,886	46,606	242,748	211,488	892,933
FUND BALANCE:							
Fund Equity, July 1	0	735,205	1,662,110	836,488	17,531,279	4,617,775	25,382,858
Current Balance	0	938,410	1,850,996	883,094	17,774,027	4,829,263	26,275,791

AHC Viticulture & Enology Foundation
Statement of Operations
For The Period Ending 03/31/2025

	Budget	Actual	% Budget
Revenue			
Contributions, Gifts, Grants & Endwmnts	3,241	1,741	53.71%
Non Cash Contribution	20,925	18,601	88.89%
Single Tickets	5,000	0	0.00%
Other Local Revenues	0	100	0.00%
Net Revenue	<u>29,166</u>	<u>20,442</u>	<u>70.09%</u>
Wine Operations			
Shipping Fee Revenue	1,300	781	60.09%
Sales and Commission	90,000	100,857	112.06%
Sales Discounts	<u>(31,500)</u>	<u>(37,739)</u>	<u>119.81%</u>
Net Sales	59,800	63,899	106.85%
Cost of Goods Sold	<u>(45,000)</u>	<u>(41,555)</u>	<u>92.34%</u>
Gross Profit	14,800	22,344	150.97%
Total REVENUES	43,966	42,786	97.32%
Expenditures			
Office/Operational Supplies	21,810	8,436	38.68%
In Kind Supply Expense	2,145	1,966	91.66%
Inventory Allocation Expense	(71,131)	(46,300)	65.09%
Non Instr Printing	2,853	21	0.75%
Food - Business Meetings/Events	1,200	345	28.75%
Indep Contractor (Individuals)	500	0	0.00%
Service Contracts (Businesses)	46,700	29,528	63.23%
Travel - All Travel Costs	5,650	1,563	27.66%
Non-Tech Licenses, Permits, Fees	725	724	99.87%
In Kind-Software/Technlgy Licenses	19,980	14,985	75.00%
Insurance	300	181	60.33%
Facility Leases	100	100	100.00%
Land Lease	400	400	100.00%
Repairs (Labor-Diagnostic)	3,756	3,652	97.23%
Technology Hosting Services	65	0	0.00%
Legal Fees	390	0	0.00%
In Kind-Legal Fees	325	0	0.00%
Excise Tax	35	19	53.09%
Sales Tax Expense	400	168	42.02%
Postage/Express Services	1,600	939	58.70%
Advertising/Sponsorships	1,941	1,482	76.35%
Bank Service Charges	25	0	0.00%
Merchant Fees	2,002	1,658	82.79%
Gain/Loss-Disposal of Assets	3,763	3,763	100.00%
Cash Over and Short	5	5	92.60%
Equipment	2,204	2,070	93.92%
Equipment-In Kind	1,870	1,650	88.23%
Restricted Reserve-Other	<u>6,098</u>	<u>0</u>	<u>0.00%</u>
Total EXPENDITURES	<u>55,713</u>	<u>27,356</u>	<u>49.10%</u>
Fund Balance			
Net Income (Loss)	(11,747)	15,430	(131.35%)
Fund Balance, July 1	165,319	165,319	165,319
Current Balance	<u>\$153,572</u>	<u>\$180,749</u>	<u>117.70%</u>

MAY 2025

ALLAN HANCOCK COLLEGE

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Waitress through May 11 Marian Theatre 7:00 p.m. Folklorico Concert through May 3 Boyd Concert Hall	2 4:00 p.m. MESA/STEM Student Recognition Celebration ARC Patio	3 8:00 a.m. Community Food Share 1st & 3rd Saturday
4	5	6 6:00 p.m. Athletics Banquet Boyd Concert Hall	7	8	9 12:00 p.m. Applied Music Recital Boyd Concert Hall 5:30 p.m. Noncredit Recognition Ceremony Boyd Concert Hall	10
11	12	13	14 Spring Classes End	15 Spring Final Exams through May 21 Lucky Stiff through May 17 Severson Theatre	16 <i> Holding The Man</i> through May 17 Severson Theatre 10:00 a.m. Fire Academy Graduation PSTC 11:00 a.m. Transfer Celebration Fine Arts Complex Courtyard 12:30 p.m. EMS Graduation PSTC 7:30 p.m. Jazz Concert Boyd Concert Hall	17
18	19 7:30 p.m. Symphonic Band Concert Boyd Concert Hall	20 6:00 p.m. Board of Trustees Meeting	21 2:00 p.m. Retirements & Recognitions Celebration Fine Arts Complex Courtyard	22 5:30 p.m. Scholarship Banquet Joe White Memorial Gym	23 10:30 a.m. Commencement Football Field	24
25	26 Memorial Day College Closed	27	28	29	30 4:00 p.m. College Corps Celebration Boyd Concert Hall	31 9:00 a.m. Women's Fire Camp PSTC

JUNE 2025

ALLAN HANCOCK COLLEGE

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7 8:00 a.m. <i>Community Food Share</i> 1st & 3rd Saturday
8	9 Summer classes begin	10	11 10:00 a.m. Law Enforcement Academy Graduation PSTC	12	13	14 1:00 p.m. West Coast College & University Wine Festival A/B Courtyard Santa Maria campus
15	16	17 6:00 p.m. Board of Trustees Meeting Guadalupe	18	19 <i>Waitress</i> through July 6 Solvang Festival Theater Juneteenth Holiday College Closed	20	21
22	23	24	25	26 <i>Holmes and Watson</i> through June 29 Marian Theatre	27	28
29	30					