

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Regular Meeting in June

DATE: Tuesday, June 8, 2010

TIME: 4:15 p.m.

PLACE: Board Room, AD 202
1000 West Foothill Boulevard, Glendora, California 91741-1899

AGENDA:

A. PLEDGE OF ALLEGIANCE

B. BOARD OF TRUSTEES

Gary L. Woods, President
Patricia Rasmussen, Vice President
Joanne Montgomery, Clerk/Secretary
Edward C. Ortell, Member
Susan M. Keith, Member
Alejandra Delgado, Student Trustee

C. COMMENTS: MEMBERS OF THE AUDIENCE

Members of the public may request the opportunity to address the Board regarding items on and not on the agenda. To do so, please complete the "*Request to Address Board of Trustees*" form and give it to the Recording Secretary of the Board (Christine Link). Public input is limited to five (5) minutes per person, so that everyone who wishes to speak to the Board has an opportunity to speak, and so that the Board can conduct its business in an efficient manner.

The Brown Act prohibits the Board from discussing or taking action in response to any public comments that do not address an agenda item.

D. REPORTS

Geraldine M. Perri, Superintendent/President
Irene Malmgren, Vice President of Academic Affairs
Jeanne Hamilton, Vice President of Student Services
Robert Sammis, Director of Human Resources
Carol Horton, Vice President of Finance and Administrative Services
Jack Call, Academic Senate President
Steve Siegel, Classified Employees
Alejandra Delgado, Student Trustee
Members of the Board of Trustees

(CONTINUED)

E. MINUTES

1. **Approval of the Regular Meeting Minutes of May 18, 2010**

F. CLOSED SESSION PER THE FOLLOWING SECTIONS OF THE GOVERNMENT CODES:

1. **Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352 of the American Federation of Teachers; Citrus College Faculty Association/CTA/NEA (CCFA); and California School Employees Association (CSEA) Citrus College Chapter Local 101.**
2. **Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**
3. **Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION AND CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**
4. **Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President**

G. INFORMATION AND DISCUSSION

1. Office of External Relations Recipient of 2010 CCPRO Awards – Paula Green, Director of Communications (Page 4)
2. CCRAA Stem Grant Update Presentation – Sylvia Smythe, Director of College Success and Project Director for the STEM Grant (Page 5)
3. Business Education Statewide Advisory Committee (BESAC) Report and Award – Irene Malmgren, Vice President of Academic Affairs (Page 6)
4. Program Review – Business – Irene Malmgren, Vice President of Academic Affairs (Page 7)
5. Program Review – Dance – Irene Malmgren, Vice President of Academic Affairs (Page 46)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Office of External Relations Recipient of 2010 CCPRO Awards	Information	X _____
		Enclosure(s)	_____

BACKGROUND

The Office of External Relations is a member of the Community Colleges Public Relations Organization (CCPRO), a professional group committed to excellence in public relations, marketing, advertising and design produced on behalf of California's community colleges.

This year, through the work of Stacy Armstrong and Roy La Bomme, the college earned four CCPRO awards in the following categories:

Press Releases

- First Place: "Citrus College Receives \$2.1 Million in Additional Funding from U.S. Department of Education"
- Third Place: "Citrus College to Celebrate Opening of Veterans Center"

Charles Cropsey Photography Award

- First Place: "Graduation 2009"
- Third Place: "Science Student," from the "My Citrus Story" series

This item was prepared by Paula Green, Director of Communications.

RECOMMENDATION

Information only; no action required.

Geraldine M. Perri, Ph.D.
Recommended by

Moved / Seconded

Aye__Nay__Abstained__

Approved for Submittal

Item No. G.1.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	June 8, 2010	Resolution	_____
SUBJECT:	CCRAA Stem Grant Update Presentation	Information	X
		Enclosure(s)	_____

BACKGROUND

The CCRAA STEM grant program ***Citrus Connect!*** completes the 2009/2010 academic year with a number of successful activities including Supplemental Instruction, K12 outreach and university research experience for Citrus students. This presentation will provide a brief recount of the year's highlights, new K12 outreach activity (STEM Days) and comments by a student who has participated in the Focus on Calculus Program, sponsored by STEM Citrus Connect.

This item was prepared by Sylvia Smythe, Director of College Success and Project Director for the STEM Grant.

RECOMMENDATION

Information only; no action required.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. G.2.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Business Education Statewide Advisory Committee (BESAC) Report and Award	Information	_____ X _____
		Enclosure(s)	_____

BACKGROUND

Citrus College students Kesirin Tanwongprasert, Greta Langdale, Shawn Miller, Chase Patterson, along with faculty advisor Richard Ghidella, participated in a competition at the Business Education Statewide Advisory Committee (BESAC) conference April 29 – May 1, 2010. Contending against one university group and 16 college professors, Citrus College won the distinction as the best presentation by the attendees. The Citrus studies were titled “How Students Think They Study Best” and “How Learning Actually Occurs.” The students will be introduced and presented with the award for Best Mini-Grant Project Presentation.

This item was prepared by Jerry Capwell, Administrative Assistant, Office of Academic Affairs.

RECOMMENDATION

No action required; information only.

Irene Malmgren _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ G.3. _____

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees	Action	_____
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Program Review – Business	Information	X
		Enclosure(s)	X

BACKGROUND

The Business program has undergone the prescribed program review process based on a 6-year cycle and was approved at the March 29, 2010 Educational Programs Committee meeting and April 26, 2010, Steering Committee Meeting.

This item was prepared by Jerry Capwell, Administrative Assistant, Academic Affairs.

RECOMMENDATION

Information only; no action required.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. G.4.



Business Instructional Program Review 2009-2010

Fall 2009

Prepared by

Name	Title	Name	Title
Timothy Durfield	Professor	Richard Ghidella	Professor
Bruce Grossman	Professor	Levi Richard	Professor

Business Program Review Committee Members

Name	Title
Bruce Grossman	Professor and Co-Chair
Levi Richard	Professor and Co-Chair
Timothy Durfield	Professor
Richard Ghidella	Professor
Patrick Borja	Curriculum Representative
Anna Villeneuve	Senate Representative
Michelle Plug	Articulation Officer
Jim Woolum	Program Review Coordinator
Irene Malmgren	Vice President of Academic Affairs
Stephen Lindsey	Dean of Business, CSIS, Distance Education and Library



PROGRAM REVIEW – Business

The final summary of the program review process for Business is attached to this page.

I affirm that this program has been reviewed according to the accepted District procedures for program review and that the final summary accurately reflects the consensus of the members of the review committee.

Stephen L. Lindsey, Dean of Business, CSIS, DE, and Library

date

Michelle Plug, Articulation Officer

date

David Kary, Chair of Curriculum Committee

date

Irene Malmgren, Vice President of Academic Affairs

date

Jack Call, Academic Senate President

date

Geraldine M. Perri, Superintendent/President

date

It will be the department's responsibility to communicate review recommendations with additional offices and services.

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1. Executive Summary

We learned a number of things about the Business Program as a result of going through the program review process. First and foremost, we realized that the degree for the Business Program needs to be updated and revised to more accurately reflect course requirements that students must satisfy in order to receive a business degree.

Second, we learned that the program is largely in very good shape. Classrooms have useful and reasonably up-to-date instructional equipment; course offerings are relevant for contemporary business issues and for the development of skills necessary for students to succeed in industry; and our faculty is highly accomplished, motivated, and open to experimenting with new techniques and teaching strategies to enhance student interest and success.

Third, we are satisfied that core business transfer courses are regularly offered to enable our students to move on to our four-year transfer partners with all of their lower-level business course requirements having been completed during their first two years of study with us.

Fourth, we acknowledge that there is always room for improvement in how we present material to students to maximize their understanding and success. Specifically, we believe that we should continue to explore new technologies to be able to effectively communicate with students and to simultaneously develop their written and oral communication skills.

Fifth, because course and articulation requirements may change, we recognize that we have a need to review course and degree requirements on a more regular basis, as well as the utility of continuing to have certificate programs.

Finally, we learned that we also need to continually evaluate whether to offer our courses in online formats, traditional classroom formats, or both.

What follows is a list of our specific Program Review recommendations:

1. Review, evaluate, update, and revise, as necessary, the specific course requirements for the AS degree in business.
2. Eliminate the Business Management and Marketing Certificates.
3. Draft SLOs for the business degree and have them processed through Curriculum.
4. Research and study new techniques and strategies for developing student writing and communication skills in the business courses.
5. Explore the potential for integrating students' life and work experiences with business course requirements.

6. Bring in professionals from industry, as well as the real estate, accounting, and law professions, to speak to classes on current issues.
7. Identify and explore new classroom technologies that will enhance instruction.
8. Explore the advantages and disadvantages of offering at least one section of every business class in both a traditional classroom format and in an online format.
9. Research, study, and work with DSPS to explore additional ways for providing effective access to our classrooms and our courses by disabled students.

2. Faculty

Full-Time Faculty	Adjunct Faculty
Timothy Durfield Richard Ghidella Bruce Grossman Levi Richard	none

3. List of Program Courses

Subject & Course No.	Title	Units
Bus 130	Introduction to Business	3
Bus 132	Ethics in Business	3
Bus 140	International Business	3
Bus 146	Personal Finance	3
Bus 150	Business English	3
Bus 152	Business Communications	3
Bus 160	Business Law and the Legal Environment I	3
Bus 161	Business Law and the Legal Environment II	3
Bus 170	Small Business Management	3
Bus 172	Personnel Management	3
Bus 175	Introduction to Management	3
Bus 176	Management for the Office Professional	3
Bus 185	Elements of Marketing	3
Bus 192	Advertising	3
Bus 246	Personal Investments	3
Real 210	Real Estate Principles	3
Real 212	Real Estate Practice	3
Real 214	Real Estate Finance	3
Real 216	Legal Aspects of Estate Practice	3

Classes not offered in the last two years:

Subject & Course No.	Title	Units
Bus 140	International Business	3
Real 214	Real Estate Finance	3

4. List of Degrees

Associate of Science, Business.

There were 152 degrees awarded in 2003-04; 139 degrees awarded in 2004-05; 139 degrees awarded in 2005-06; 121 degrees awarded in 2006-07; 143 degrees awarded in 2007-08; and 140 degrees awarded in 2008-09.

5. List of Certificates and Awards

Business Management Certificate -

There was one certificate awarded in 2005-06 and three awarded in 2006-07.

Marketing and Distribution Certificate -

There was one certificate awarded in 2005-06, two in 2006-07, and one in 2007-08.

6. List of Industry-Based Standard Certificates and Licenses

None.

7. Advisory Committee or Council

We typically hold advisory committee meetings annually in May or June of each academic year. The last advisory committee meeting was held on June 5, 2009. The minutes for these meetings can be found in the office of the Administrative Assistant for the Dean of Business, CSIS, Distance Education, and Library, chair of the committee. These meetings are attended by all of the business, accounting, real estate, office technology, and CSIS faculty.

The advisory committee meetings are primarily held for the benefit of the office technology and CSIS programs. There is also an accounting certificate and real estate courses for which the advisory committee provides input. The meetings ensure that these programs get input from the local business community members regarding what they are looking for from Citrus students who are seeking immediate employment. Given these facts (and other facts that follow), we believe that it is unnecessary to list the members of the advisory committee.

The Business Department participates at the advisory committee meetings because we offer a few certificates in the business discipline, and it is our understanding that advisory committees are required in disciplines that have certificates. However, the overwhelming emphasis in our discipline is on transfer, not on students entering the job market (as is confirmed by the low number of certificates we actually have awarded in recent years).

Data that is readily available for our vocational programs (student satisfaction, employer satisfaction, and labor market data) is not available for the Business Program. As is noted above, the primary focus of the Business Program is to prepare students for transfer to four-year universities.

8. Program Student Learning Outcomes

The Business Program has adopted the Institutional General Education Competencies of Citrus College (as approved by Steering December 8, 2008). General education competencies serve as a common set of core curricular components identified and defined by faculty. Student learning outcomes are behaviors based on these competencies.

Any student transferring or completing a degree from Citrus College must demonstrate effectively assessed awareness, understanding, knowledge, skills, and abilities in the selected competencies.

Students completing courses in the Business Program will have acquired the following competencies:

1) Communication (personal expression and information acquisition)

a) Promote the development of organizational skills, such as networking, writing, speaking, and listening skills that lead to effective communication within and between organizations.

2) Computation

a) Develop an understanding of the financial and investment priorities of individuals and organizations as impacted by financial institutions/markets and changing economic conditions.

3) Creative, Critical, and Analytical Thinking, and Information Competency

a) Encourage the development of critical and analytical skills within students through readings, lectures, discussions, exams, case studies, and projects.

4) Community/Global Consciousness and Responsibility

a) Promote the understanding of and appreciation for the ethical behavior and social responsibility of individuals, organizations, and institutions within the global community.

b) Demonstrate an understanding of the impact that the global environment has on today's organizations.

5) Technology

a)

6) Discipline / (Subject Area Specific Content Material)

a) Understand how the functions of management (planning, organizing, leading, and controlling) impact organizational performance.

b) Create an understanding of the environments that impact organizational growth and job creation. Those factors are the economic, legal, technological, competitive, and social environments.

Matrix of Mapping Course-level SLOs with Program-level SLOs

BUS Program-level SLOs	Communication	Computation	Critical Analytical Thinking	Global Consciousness		Technology	Subject Area Content	
	BUS #1 Speaking & Writing	BUS #2 Financial Priorities	BUS #3 Analyzing	BUS #4A Ethical Behavi.	BUS #4B Global Impact	BUS #5 N/A	BUS #6A Mgmt. Functions	BUS #6B Business Environment
BUS 130: SLO #1			X					
SLO #2A								X
SLO #2B							X	
SLO #3A				X				
SLO #3B					X			
SLO #4		X						
BUS 132: SLO #1A			X					
SLO #1B			X					
SLO #2							X	
SLO #3				X				
BUS 140: SLO #1A			X					
SLO #1B			X					
SLO #2A								X
SLO #2B								X
SLO #3					X			
BUS 146: SLO #1A		X						
SLO #1B		X						
SLO #2A			X					
SLO #2B			X					
SLO #3A								X
SLO #3B								X
BUS 150: SLO #1	X							
SLO #2			X					

	Communication	Computation	Critical Analytical Thinking	Global Consciousness		Technology	Subject Area Content	
				BUS #4A Ethical Behavi.	BUS #4B Global Impact		BUS #5 N/A	BUS #6A Mgmt. Functions
BUS Program-level SLOs	BUS #1 Speaking & Writing	BUS #2 Financial Priorities	BUS #3 Analyzing	BUS #4A Ethical Behavi.	BUS #4B Global Impact	BUS #5 N/A	BUS #6A Mgmt. Functions	BUS #6B Business Environment
REAL 212: SLO #1			X					
SLO #2				X				
SLO #3	X							
SLO #4A							X	
SLO #4B							X	
SLO #4C								X
SLO #4D								X
REAL 214: SLO #1	X							
SLO #2A			X					
SLO #2B			X					
SLO #3				X				
SLO #4A								X
SLO #4B							X	
REAL 216: SLO #1	X							
SLO #2A			X					
SLO #2B			X					
SLO #3				X				
SLO #4A								X
SLO #4B								X

9. Program Description / Mission

The Business Program encompasses a broad area of study that includes business management, business law, marketing, business ethics, and business communication skills. The Citrus College Business Department conducts the Business Program with outstanding faculty to prepare students to transfer to four-year institutions, for professional careers and/or for personal growth. The program combines classroom lectures, demonstrations, and practical application within the business environment.

10. Program Goals and Objectives

The goals and objectives of the Business Program are as follows:

- a) Provide basic business knowledge and skills for students.
- b) Prepare students to enter the job market.
- c) Provide courses required for students to complete Associate of Science degree.
- d) Provide classes for enrichment and upgrading of skills for students currently employed.
- e) Provide courses to support other curricular areas on campus.
- f) Provide transfer credit to four-year colleges and universities.

- g) Schedule classes at night and online to increase flexibility and opportunity for adult education.

11. Curriculum Review and Student Learning Outcomes Assessment

Course Number	Course Name	Last Reviewed by Curriculum Committee	*Date for next revision (six year cycle)	Date Last Offered	SLO's Written	**Most Recent SLO's Assessed
Bus 130	Introduction to Business	March 2007	2013	Fall '09	Yes	Fall 2008
Bus 132	Ethics in Business	March 2007	2013	Fall '09	Yes	Fall 2009
Bus 140	International Business	March 2007	2013	Fall '06	Yes	N/A
Bus 146	Personal Finance	March 2007	2013	Fall '09	Yes	Fall 2009
Bus 150	Business English	April 2008	2014	Fall '09	Yes	Fall 2008
Bus 152	Business Communications	May 2008	2014	Spr. '09	Yes	Spring 2009
Bus 160	Business Law and the Legal Environment I	March 2008	2014	Fall '09	Yes	Fall 2010
Bus 161	Business Law and the Legal Environment II	April 2008	2014	Spr. '09	Yes	Spring 2009
Bus 170	Small Business Management	April 2007	2013	Fall '09	Yes	Fall 2009
Bus 172	Personnel Management	March 2007	2013	Fall '09	Yes	
Bus 175	Introduction to Management	April 2007	2013	Fall '09	Yes	Fall 2009
Bus 176	Management for the Office Professional	Dec. 2008	2013	Fall '09	Yes	Fall 2009
Bus 185	Elements of Marketing	March 2007	2013	Spr. '09	Yes	Spring 2010
Bus 192	Advertising	April 2007	2013	Fall '09	Yes	Fall 2009
Bus 246	Personal Investments	June 2005	2011	Fall '06	Yes	N/A
Real 210	Real Estate Principles	March 2007	2013	Fall '09	Yes	Fall 2010
Real 212	Real Estate Practice	March 2007	2013	Spr. '08	Yes	N/A
Real 214	Real Estate Finance	March 2007	2013	Spr. '07	Yes	N/A
Real 216	Legal Aspects of Real Estate	March 2007	2013	Fall '05	Yes	N/A

*Courses to be reviewed on a six year cycle per Title 5.

**Results of assessment maintained by faculty with impact or needs recorded on annual program review report.

12. Degree/Certificate Review

It is our understanding that the courses in the Business Program are being scheduled efficiently to ensure that full-time, prepared students can complete all of the degree requirements within two years. In addition, we believe that the requirements for the degrees meet students' needs, are appropriate to meet academic standards both at Citrus and at the four-year institutions to which students might transfer, and meet the needs of employers in industry. For these reasons, we do not believe that those requirements need to be modified at this time, although we are presently in the process of eliminating the Business Management and Marketing Certificates based on insufficient need and interest.

Further, the Business Department does not have a planned, progressive sequence of courses by semester that students must follow. Nor do any of our courses have prerequisites, thus permitting students to take courses in any order that works for their

needs. For these reasons, no degree map has been created, and we do not believe that one is needed under these circumstances.

However, it appears that SLOs for the business degree have never been drafted. We recommend that they be drafted and thereafter be processed through Curriculum.

Degree or Certificate Title	Date last reviewed by Curriculum	Average number of awards each year	Date SLOs written	Date SLOs Assessed	Date last reviewed by Advisory Council
Business Degree	1965	139	None	N/A	June 2009
Management Certificate	1950	Less than one	None	N/A	June 2009
Marketing Certificate	1950	Less than one	None	N/A	June 2009

13. Evaluation Criteria – Mission

Commendations

- a) The Business Program conforms with the District's mission to prepare students to transfer to four-year institutions and offers lower division course work leading to an associate's degree.
- b) The Business Program students are from culturally diverse groups. The Department is sensitive to the various needs of the diverse student population, offers distance education and night classes, and develops topical courses.
- c) The Business Program meets the mission and the core competencies of the District.
- d) The Business Program satisfies the institutional core competencies by offering a wide variety of courses that stress problem solving, teamwork, communication skills, use of technology, and critical thinking. In addition, the Business Department offers courses that demonstrate an understanding of business calculations, interpersonal skills, building self-esteem, and general life skills.
- e) The Business Program's average success rate per semester over the past six years is 50.7 percent, which, as we understand it, is consistent with the success rates of other departments on campus. The average retention rate per semester over the past six years is 89.3 percent, which, as we understand it, is also consistent with the retention rates of other departments on campus. These statistics indicate that faculty are able to retain students to complete the wide variety of business courses.
- f) The current demographic profile of the Business Department's students is 46.3 percent female and 50.7 percent male, with 3 percent not reporting. The Business Department also has a student population with diverse age ranges and ethnic backgrounds. (See attached Key Performance Indicators for age and ethnic demographics.)

Previous Recommendations Completed

- a) Real estate and office technology classes are now cross-referenced with the business courses in the college catalog.
- b) Technology has been successfully integrated into current business curriculum (i.e. management, marketing, business law, real estate, and business communications).
- c) Additional distance education courses were developed and are now being offered.
- d) The Business Department has continued to make efforts to recruit and attract ethnically diverse students in our District to our department.
- e) We have continued to review and enhance the business major for the Associate of Science degree (AS).
- f) The feasibility of a combination real estate/finance certificate program was explored. At present, however, we are not pursuing the development of this certificate program due to budget constraints and the lack of current interest by students, who have only been taking REAL 210 but not other real estate courses.

Recommendations

Recommendation Research and study new techniques and strategies for developing student writing and communication skills in the business courses.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
	Spring 2011	Bruce Grossman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

14. Evaluation Criteria – Need

Commendations

- a) The need for the Business Program has been established by reviewing course enrollment trends and growth, articulation requirements and agreements, and advisory committee recommendations.
- b) Over the past six years, the enrollment growth in the business courses increased during the fall semesters by 22 percent and during the spring semesters by 55 percent. In addition, during the same time period, the enrollment growth in the real estate courses increased during the fall semesters by 143 percent and during the spring semesters by 30 percent.
- c) The retention rate for the business courses has increased over the past several years, culminating with a 92.1 retention rate for Fall 2008 and an 88.4 retention rate for Spring 2009. The retention rate for the real estate courses has also increased over the past several years, culminating with an 89.5 retention rate for Fall 2008 and a 94.1 retention rate for Spring 2009. (See Key Performance Indicators for those programs at line 21.)
- d) The Business Program has also experienced continued growth in the average number of students enrolled per section. For example, for all of the business and real estate courses offered from Summer 2008 through and including Spring 2009,

the average number of students per section was approximately 38. (See Key Performance Indicators for those programs at lines 4 and 13.)

- e) Business and real estate courses are consistently accepted for transfer at all of the major local four-year colleges and universities.
- f) All of the retention and enrollment growth numbers, as well as the transferability of the business and real estate courses to the four-year colleges and universities, support the ongoing need for this program.

Previous Recommendations Completed

- a) All instructors of business and real estate courses have successfully continued to ensure that the courses articulate with four-year colleges and universities for transfer credit.
- b) The business faculty and the dean participate in outreach to high school students, including, among other things, participating in the campus-wide open house, having high school students actually enrolled in some classes from time to time, and teaching courses at high schools.
- c) During the review period, Professors Ghidella, Grossman, and Durfield were hired to replace those faculty members lost through attrition from prior years and to satisfy the state requirements relating to maintaining the appropriate full-time/part-time faculty ratio. No need presently exists for additional full-time business/real estate faculty hires.
- d) The Business Program currently offers a number of evening and online courses. These classes will expand as appropriate with student demand and funding.
- e) The business faculty use smart stations in all business classes. In addition, most faculty members give assignments that require the use of technology by the students and schedule library orientation class visits where students are introduced to various tools for conducting research.
- f) Many faculty members encourage student projects that incorporate the use of technology and the Internet.
- g) In an effort to provide students with access to industry representatives and to solicit the advice of local businesses to keep the Business Program aligned with the needs of the business community, annual advisory committee meetings are held, and outside speakers from industry frequently are invited to address business students.
- h) Refresher courses for real estate license renewals required by the state of California have not yet been developed and will be developed based on student demand.
- i) The real estate curriculum has been evaluated and updated. Courses not offered recently (such as escrow and appraisal) have been eliminated from the course catalog.

Recommendations

Recommendation Eliminate the Business Management and Marketing Certificates.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
	Spring 2010	Bruce Grossman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendation Review, evaluate, update, and revise, as necessary, the specific course requirements for the AS degree in business.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
	Spring 2013	Bruce Grossman and Levi Richard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

15. Evaluation Criteria – Quality

Commendations

- a) The disciplines for the Business Department (i.e., management, marketing, business law, real estate, and business communications) continue to be appropriate, given the demands of the community and the articulation requirements to four-year institutions.
- b) The course outlines of record have been reviewed and are updated on a continual basis. The faculty has worked together to establish Student Learning Outcomes (SLOs). All course outlines of record include SLOs and either have been assessed, are in the process of being assessed, or are scheduled to be assessed.
- c) The Business Program has program-level Student Learning Outcomes and an Assessment cycle in place.
- d) Courses in the Business Program support the State and District emphasis on critical thinking, problem solving, and written skills.
- e) Faculty minimum qualifications are adequate to execute the duties set forth by the District. Full-time faculty participate in professional associations, conduct workshops, and have held leadership roles on campus as well as in statewide associations.
- f) The faculty is mindful that any new courses or changes to existing courses may affect articulation agreements. Whenever new courses are developed or articulation issues arise, the business faculty makes sure that the articulation requirements for the new courses are satisfied and that all articulation issues are favorably resolved.

g) The Business Department continued to support development in SLO drafting and understanding by encouraging faculty to attend workshops, seminars, and other professional development trainings in course and program SLOs.

h) The Business Program's average success rate per semester over the past six years is 50.7 percent, which, as we understand it, is consistent with the success rates of other departments on campus. The average retention rate per semester over the past six years is 89.3 percent, which, as we understand it, is also consistent with the retention rates of other departments on campus. In addition, the most current statistics, which include Summer 2008, Fall 2008, Winter 2009, and Spring 2009) indicate that students are successful in the Business Program with 93.7 percent course retention and a 52.4 percent course success rate. (See Key Performance Indicators for that time period on line 21.)

Previous Recommendations Completed

- a) All syllabi include clear grading standards, attendance and make-up policies, office hours, homework policies, and a general DSPP statement.
- b) Faculty reviewed courses for sensitivity to cultural differences and ethics in the context of business during the review period and continue to do so on a regular basis.
- c) Student learning outcomes that comply with the District's educational competencies have been developed and have been integrated into each course outline.
- d) Meetings with all full-time business faculty members to enhance overall communication within the Business Department and to ensure compliance with prior Program Review recommendations and commendations have been held on a regular basis.

Recommendations

Recommendation Explore the potential for integrating students' life and work experiences with business course requirements.									
			Impact						
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other	
	Spring 2012	Levi Richard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Recommendation Bring in professionals from industry, as well as from the real estate, accounting, and law professions, to speak to classes on current issues.									
			Impact						
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other	
	Spring 2011	Richard Ghidella	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

16. Evaluation Criteria – Feasibility

Commendations

- a) The Business Program refers students to counseling services and other student services on a continuing and regular basis. In addition, from time to time, various instructors invite counselors to speak to students in class, and the instructors commonly meet with their own students individually to discuss career and transfer options.
- b) Facilities, equipment and library resources are adequate for the Business Program. The library offers access to numerous business publications and conducts frequent orientations for business students of library facilities. In addition, the business classrooms are equipped with appropriate technology and current software, including overhead projectors and smart panel computer stations. The business faculty also communicates with students on a regular basis through e-mail, telephone, and blackboard.
- c) Full-time, prepared students can complete the Business Program in two years. The Business Program offers a broad assortment of transferable business and real estate classes every semester. (See Key Performance Indicators, line 3, for the business and real estate confirming data.) The fill rates for the business and real estate courses are very high, but not 100 percent, which indicates that the classes are accessible to students. (See Key Performance Indicators, at line 20.)
- d) Full-time, prepared students can complete business and real estate courses necessary for transfer within two years. All transferable classes are offered each semester, and some sections of the transferable classes are offered in the summer and winter sessions. In addition, numerous sections of most transferable classes are offered each semester. (See Key Performance Indicators, at lines 4-10.)
- e) During the review period, 80 percent or more of the business and real estate classes offered were taught by full-time faculty. Currently, 100 percent of those courses are being taught by full-time faculty. (See Key Performance Indicators, at lines 16, 18, and 19.) Therefore, there is no current need for part-time faculty.
- f) For the years indicated, the Business Program has consistently been operating within its budget. (See Key Performance Indicators, at lines 23-29.) Budget permitting, increased resources would always be helpful and appreciated.
- g) The Business Program offers its courses in a variety of times and formats, including many day and evening classes, as well as numerous DE classes and several late-start classes. In addition, the Business Department offers learning community classes as well. The business faculty is continually working to update and enhance course content and offerings.

Previous Recommendations Completed

- a) The business faculty continues to integrate technology and incorporate business decision-making activities through technology into the business and real estate courses, and it will continue to do so as new technologies are developed. In addition, smart stations exist in all business classrooms; most faculty give assignments that require the use of technology by the students; and library

orientations are often scheduled by faculty to introduce students to the use of computers and computer research.

- b) The development of an e-commerce class within the Business Department was investigated. However, we concluded that it was not economically feasible to develop or offer the course.
- c) Courses in the real estate area have been reviewed by the Department and the business community. Specifically, this is done at least annually at the Advisory Committee meeting.

Recommendations

Recommendation									
Identify and explore new classroom technologies that will enhance instruction.									
				Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other	
	Spring 2011	Timothy Durfield	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Recommendation									
Explore the advantages and disadvantages of offering at least one section of every business class in a traditional classroom format and in an online format.									
				Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other	
	Spring 2011	Levi Richard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

17. Evaluation Criteria – Compliance

Commendations

- a) All business courses comply with state, federal, and district regulations, and with district policies and its mission statement.
- b) All course outlines in business courses have been reviewed by faculty and updated. All of the course outlines meet the necessary articulation requirements with California State Universities and University of California systems.
- c) The business courses are not career/technical education programs and therefore do not require regular advisory committee meetings. However, regular advisory committee meetings are held with business faculty to support the CSIS, office technology, accounting, and real estate courses. Those meetings are held once per year, and minutes from those meetings for the past few years are available for review in the Business Department offices.

- d) All of the facilities, equipment, and classrooms that serve the Business Program meet ADA, industry, and/or OSHA requirements.
- e) The real estate courses are covered by this program review. Annual reviews have been completed.

Previous Recommendations Completed

- a) Business faculty has continued to review syllabi, course outlines, and course prerequisites to ensure that all courses continue to be in compliance with all federal, state, and district requirements.
- b) The prior recommendation to implement service learning work experience opportunities to enrich student readiness for the work force is no longer being pursued.

Recommendations

Recommendation								
Research, study, and work with DSPTS to explore additional ways for providing effective access to our classrooms and our courses by disabled students.								
				Impact				
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
	Spring 2011	Bruce Grossman and Levi Richard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendation								
Draft SLOs for the business degree and have them processed through Curriculum.								
				Impact				
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
	Spring 2012	Timothy Durfield and Richard Ghidella	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

18. Evaluation Criteria – Other

None.

19. Attachment A: Curriculum Course Outlines of Record – [These records are available for inspection in the Business Department offices]

20. Attachment B: Catalog Pages & Sample Syllabi – [These records are available for inspection in the Business Department offices]

21. Attachment C: Library Resources Report

CITRUS COLLEGE LIBRARY - FALL 2009 PROGRAM REVIEW: BUSINESS

LIBRARY ACTIVITY:

Library Research Orientations
8 (during prior year)

Circulation of materials in subject area
3% of total circulation

LIBRARY RESOURCES:

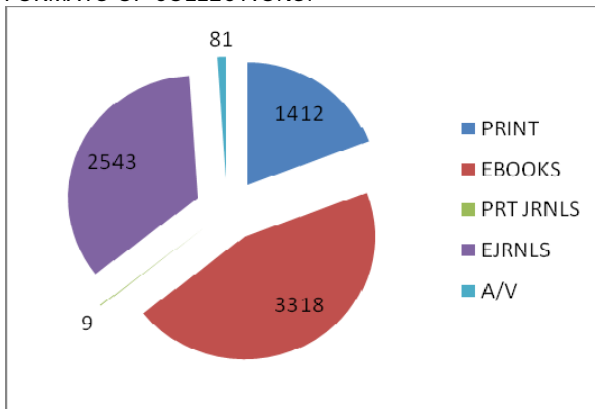
Dewey	330-339.99	2143
	360-369.99	4
	380-389.99	340
	630-639.99	2
	650-659.99	2351
	Other	4

Ejournals: 2543 total

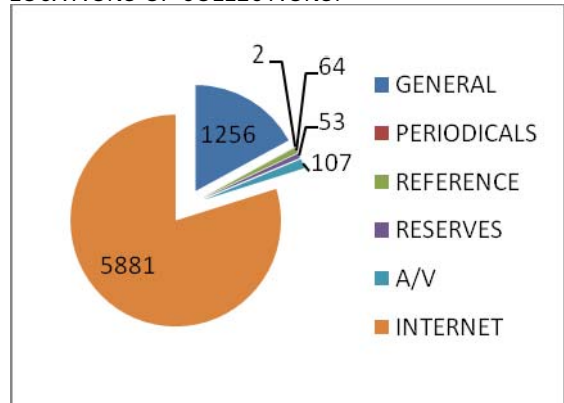
- [Agricultural Economics \(30\)](#)
- [Business Education \(3\)](#)
- Commerce
 - [Accounting \(74\)](#)
 - [Advertising \(50\)](#)
 - [Business Communication \(15\)](#)
 - [Commerce - General \(41\)](#)
 - [International Commerce \(74\)](#)
 - [Local Commerce \(80\)](#)
 - [Marketing & Sales \(204\)](#)
 - [Vocational Guidance \(19\)](#)
- [Demography \(18\)](#)
- [Economic History \(518\)](#)
- [Economic Theory \(105\)](#)
- Finance
 - [Banking \(167\)](#)
 - [Credit, Debt & Loans \(8\)](#)
 - [Finance - General \(29\)](#)
 - [Financial Management & Planning \(31\)](#)

- [Insurance \(30\)](#)
- [International Finance \(12\)](#)
- [Investment & Speculation \(126\)](#)
- [Money \(1\)](#)
- [Industries \(332\)](#)
- [Labor & Workers' Economics \(122\)](#)
- Management
 - [Industrial Management \(49\)](#)
 - [Management Styles & Communication \(46\)](#)
 - [Management Theory \(87\)](#)
 - [Office & Personnel Management \(176\)](#)
- [Real Estate, Housing & Land Use \(41\)](#)
- [Transportation Economics \(55\)](#)

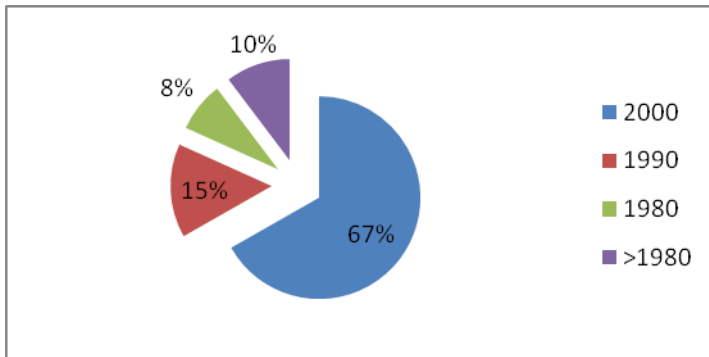
FORMATS OF COLLECTIONS:



LOCATIONS OF COLLECTIONS:



AGE OF COLLECTIONS:



LIBRARY DATABASES:

<p>EBSCO DATABASES:</p> <p>Academic Search Premier Alt HealthWatch Business Source Premier CINAHL Plus Communication & Mass Media Complete ERIC Funk & Wagnalls New World Encyclopedia GreenFILE Health Source: Consumer ed. Health Source: Nursing/Academic ed. History Reference Center Library, Information Science & Tehcnology Abs Literary Reference Center MAS Ultra School Edition MasterFILE Premier MEDLINE Military & Government Newspaper Source Primary (K-6) Professional Development PsycARTICLES Psychology & Behavioral Science Regional Business News Religion & Philosophy Vocational & Career</p>	<p>OTHER:</p> <p>Gale Literature Resource Center Gale Virtual Reference Library LEXIS-NEXIS Academic netLibrary CQ Researcher Issues & Controversies SIRS Researcher Aleks Alldata Online Automotive diagnostic and repair information. . Annals of American History Online Auto Repair Reference Center Biography Resource Center Biology Journals Books in Print with Reviews Chi Tester CountryWatch Encyclopaedia Britannica Online Eureka Online Career & college search Issues & Controversies - American History Learning Express Test Prep for ASE (Automotive), Cosmetology, & Nursing Los Angeles Times Current: 1985-present Historical: 1881-1985 Oxford English Dictionary Proquest Newspapers Salem Health & Salem Cancer Magill's Medical Guide online. Salem History Science (AAAS) Twayne's Author Series Vocational Biographies Webster's 3rd New International Dictionary, Unabr.</p>
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Call Numbers relevant to Business

- | | |
|---|--|
| 331 Labor economics | 384 Communications; telecommunication |
| 332 Financial economics | 385 Railroad transportation |
| 333 Economics of land and energy | 386 Inland waterway & ferry transportation |
| 336 Public finance | 387 Water, air & space transportation |
| 337 International economics | 389 Metrology & standardization |
| 338 Production | 650 Management and auxiliary services |
| 339 Macroeconomics and related topics | 651 Office services |
| 380 Commerce, communications & transp. | 652 Processes of written communication |
| 381 Commerce | 653 Shorthand |
| 382 International commerce | 657 Accounting |
| 383 Postal communication | 658 General management |
| 388 Transportation; ground transportation | 659 Advertising and public relations |

Sample Subject Headings relevant to Business

business communication	business law
business mathematics	commercial statistics
financial statements	macroeconomics
marketing	microeconomics
organizational behavior (Commerce
Big business Commercial law Industrial relations	Business Commercial statistics Industries
Business enterprises Corporations--political aspects	Communication
Business communication Business writing	E-Business
Business enterprises--computer networks Internet advertising Retail trade--computer networks	Customer relations Internet commerce Small business--computer networks
Electronic commerce Internet marketing Web site development	Information technology--economic aspects Relationship marketing World Wide Web
Internet (Computer network) Retail trade--automation	Economics

**CITRUS COLLEGE LIBRARY FALL 2009
PROGRAM REVIEW: REAL ESTATE**

LIBRARY ACTIVITY:

Library Orientations: 2008/09 -0-

Circulation of materials in subject area

330-339.99

3% of total library circulation

Business, Economics, Management

15% of netLibrary circulation

LIBRARY RESOURCES:

Call Numbers relevant to Real Estate

87 book resources

332.6324

Investment – Real estate

332.72

Real estate finance and mortgages

333.1-333.5

Ownership of land

343.054

Property taxes

346.040-.346.043

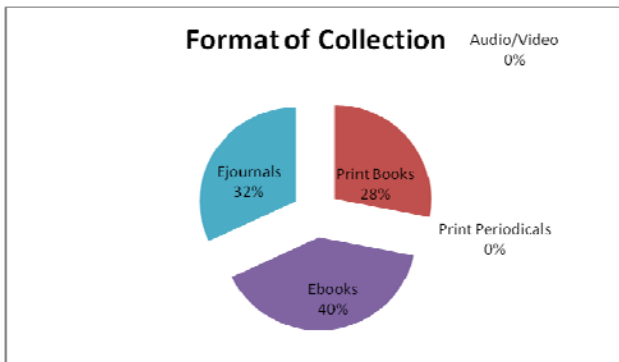
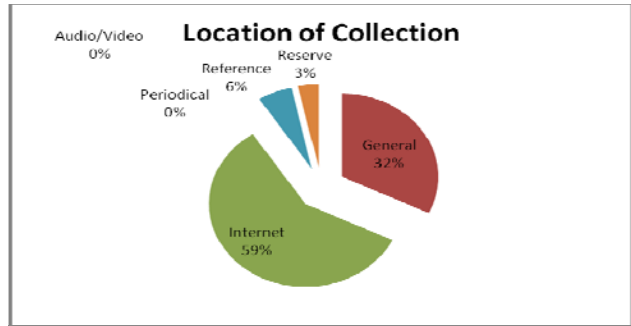
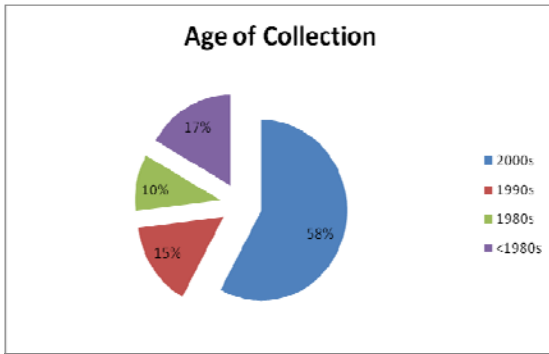
Kinds of interest in property

346.73043

Real property – United States

Ejournals

Real Estate, Housing & Land Use (41)



A SELECTION OF GENERAL, BUSINESS RELATED & NEWSPAPER DATABASES AVAILABLE AT CITRUS:

EBSCOHost

[Academic Search Premiere](#)

Multi-disciplinary database provides full text for more than 4,600 journals, including full text for nearly 3,900 peer-reviewed titles

[Funk & Wagnalls New World Encyclopedia](#) Online full text encyclopedia

[MasterFile Premiere](#)

Multidisciplinary database provides full text for nearly 1,700 general reference publications with full text information

[Business Source Premiere](#)

Full text for more than 2,300 journals, including full text for more than 1,100 peer-reviewed titles

[Newspaper Source](#)

Full text for 47 national (U.S.) & international newspapers, selective full text for 390 regional (U.S.) newspapers, and full text television & radio news transcripts

[Regional Business News](#)

Full text coverage of more than 80 regional business publications covering all metropolitan and rural areas within the United States

[Vocational & Career Collection](#)

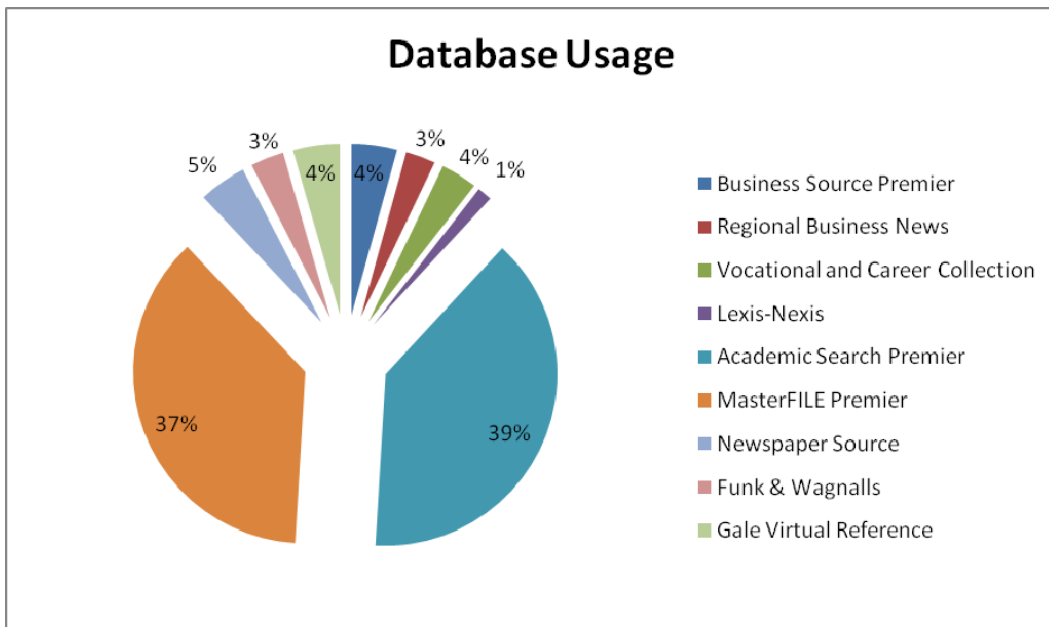
Full text coverage for nearly 340 trade and industry-related periodicals

[Lexis Nexis Academic](#)

Full text resources for business, law, news

[Gale Virtual Reference Library](#)

Online full text of 218 specialized encyclopedias



41 journals found in Business & Economics: Real Estate, Housing & Land Use
American Real Estate and Urban Economics Association journal (0092-914X)

from 06/01/1973 to 12/31/1976 in [Business Source Premier](#)
American road (Lynnwood, Wash.) (1542-4316)

from 03/01/2004 to present in [MasterFILE Premier](#)
Appraisal journal (0003-7087)

from 01/01/1965 to present in [Business Source Premier](#)
from 01/01/1984 to present in [MasterFILE Premier](#)
from 01/01/1985 to present in [Vocational & Career Collection](#)
AREUEA journal (0270-0484)

from 03/01/1977 to 12/31/1987 in [Business Source Premier](#)
Assessment journal (1073-8568)

from 07/01/1996 to 10/31/2003 in [Academic Search Premier](#) and [Business Source Premier](#)
Briefings in real estate finance (1473-1894)

from 06/01/2001 to 09/30/2005 in [Business Source Premier](#)
Commercial property news (1043-1675)

from 04/01/2002 to present in [Business Source Premier](#), [MasterFILE Premier](#) and [Vocational & Career Collection](#)
from 01/16/2003 to present in [LexisNexis Academic](#)
Current construction reports. C25, New one-family houses sold and for sale (0896-9256)

from 1996 to present in [U.S. Government Documents](#)
Current construction reports. C40, Housing units authorized by building permits (0896-9221)

from 1995 to present in [U.S. Government Documents](#)
Estates gazette (0014-1240)

from 01/01/1997 to present in [LexisNexis Academic](#)
from 01/11/1997 to present in [LexisNexis Academic](#)
from 01/05/2002 to present in [Business Source Premier](#)
Euro property

from 03/01/2003 to present in [Business Source Premier](#)
European journal of housing policy (1461-6718)

from 04/01/2001 to 1 year ago in [Academic Search Premier](#) and [Business Source Premier](#)
Housing finance international (1534-8784)

from 09/01/2001 to present in [Business Source Premier](#)
Housing studies (0267-3037)

from 01/01/1994 to 1 year ago in [Academic Search Premier](#) and [Business Source Premier](#)

Housing, theory, and society (1403-6096)

from 10/20/1999 to 1 year ago in [Academic Search Premier](#) and [Business Source Premier](#)

Journal of housing (0272-7374)

from 03/01/1994 to 11/30/1994 in [Academic Search Premier](#), [Business Source Premier](#) and [MasterFILE Premier](#)

Journal of housing and community development (1534-648X)

from 01/01/1995 to present in [Academic Search Premier](#), [Business Source Premier](#) and [MasterFILE Premier](#)

Journal of property management (0022-3905)

from 07/01/1993 to present in [Business Source Premier](#)

Journal of property research (0959-9916)

from 03/01/1997 to 1 year ago in [Business Source Premier](#)

Journal of real estate literature (0927-7544)

from 07/01/1998 to present in [Business Source Premier](#)

Journal of real estate portfolio management (1083-5547)

from 07/01/1997 to present in [Business Source Premier](#)

Journal of real estate research (0896-5803)

from 09/01/1986 to present in [Business Source Premier](#)

Journal of retail & leisure property (1479-1110)

from 03/01/2003 to 4 months ago in [Business Source Premier](#)

Journal of the American Real Estate and Urban Economics Association (1067-8433)

from 03/01/1988 to 12/31/1994 in [Business Source Premier](#)

Mortgage banking (0730-0212)

from 07/01/1993 to present in [Business Source Premier](#) and [MasterFILE Premier](#)

Mortgage technology (1098-4038)

from 01/01/2000 to present in [LexisNexis Academic](#)

Multi-housing news (0146-0919)

from 04/01/2002 to present in [Business Source Premier](#) and [MasterFILE Premier](#)

from 03/03/2003 to present in [LexisNexis Academic](#)

National real estate investor (0027-9994)

from 09/30/1996 to present in [LexisNexis Academic \(selected full-text only\)](#)

from 01/01/1997 to present in [Business Source Premier](#) and [MasterFILE Premier](#)

from 06/07/1997 to present in [LexisNexis Academic](#)

Ontario real estate law guide (0382-5906)

from 07/08/1997 to present in [LexisNexis Academic \(selected full-text\)](#)

[only](#)
Origination news (1083-8481)

in [LexisNexis Academic \(selected full-text only\)](#)
from 02/01/2000 to present in [LexisNexis Academic](#)

Public land & resources law review (1093-6858)

from 03/06/1999 to present in [LexisNexis Academic](#)

Real estate economics (1080-8620)

from 03/01/1995 to present in [Business Source Premier](#)

Real estate finance (0748-318X)

from 08/01/2002 to present in [Business Source Premier](#)

Real estate finance & investment (1529-6644)

from 01/07/2001 to present in [LexisNexis Academic](#)

Real estate issues (0146-0595)

from 08/01/1996 to present in [Business Source Premier](#), [MasterFILE Premier](#) and [Vocational & Career Collection](#)

Real estate review (0034-0790)

from 01/01/1990 to 06/30/1998 in [Business Source Premier](#) and [MasterFILE Premier](#)

Real estate/environmental liability news (1046-9966)

from 02/10/1995 to present in [LexisNexis Academic](#)

Shopping center world (0049-0393)

from 01/01/2002 to 04/30/2003 in [Business Source Premier](#) and [Vocational & Career Collection](#)

Survey of real estate trends

from 10/01/1995 to present in [U.S. Government Documents](#)

U.S. housing market conditions

in [U.S. Government Documents](#)

Urban research monitor

from 09/01/1999 to present in [U.S. Government Documents](#)

Sample subject headings relevant to Real Estate:

Commercial real estate	Real property – United States – Finance
Condominiums	Real property – Valuation
Foreclosure	Real property tax – California
Homestead law – California	Rental housing
House buying	Tax assessment
House selling	Timesharing (Real estate)
Housing	
Inheritance and succession	
Land tenure	
Landlord and tenant	
Mortgage loans	
Real covenants	
Real estate – California	
Real estate agents – United States – Examinations, questions, etc.	
Real estate business - Law and legislation	
Real estate investment – California	
Real estate investment – Taxation	
Real property – Purchasing	

22. Attachment D: Articulation Status – [This summary is available for inspection in the Business Department offices]

23. Attachment E: Academic Senate Checklist – [This document is available for inspection in the Business Department offices]

24. Attachment F: Curriculum Checklist – [This document is available for inspection in the Business Department offices]

25. Attachment G: Performance Indicators

		Key Performance Indicators	Fall 2003	Fall 2004	Fall 2005	Fall 2006	Fall 2007	Fall 2008
BUS	1	Program Access						
BUS	3	Courses Offered	8	8	9	8	7	8
BUS	4	Sections Offered	18	20	23	24	23	23
BUS	5	Morning (Prior to 11:59AM)	8	11	10	10	12	23
BUS	6	Afternoon (12:00 to 4:29PM)	1	1	3	2	1	
BUS	7	Evening (4:30PM or Later)	6	5	6	6	5	
BUS	8	Arranged Hour	3	3	4	5	5	
BUS	9	Weekend				1		
BUS	10	Short Term	0	1	1	1	5	7
BUS	11	DistanceEd Full-Term	3	3	4	4	5	7
BUS	12	DistanceEd Short-Term						
BUS	13	Enrollment	692	740	897	741	759	843
BUS	14	Weekly Student Contact Hours (WSCH)	2171.9	2158.3	2616.3	2161.3	2195.1	2770.5
BUS	15	Full-Time Equivalent Students (FTES)	74.47	74	89.7	74.1	67.73	85.49

BUS	1	Program Resources						
BUS	16	Full-Time Equivalent Faculty (FTEF)	3.76	3.89	4.47	4.67	4.09	5.03
BUS	1	Program Operation						
BUS	18	WSCH/FTEF	577.6	554.8	585.3	462.8	536.7	550.8
BUS	19	FTES/FTEF	19.8	19	20.1	15.9	16.6	17
BUS	20	Fill Rate	90.2	82.0	83.3	64.2	65.4	72.3
BUS	1	Program Success						
BUS	21	Course Retention	88.9	88.4	87.6	84.2	90.9	92.1
BUS	22	Course Success	54.8	49.7	49.2	44.4	49.5	52.6

Key Performance Indicators			Fall 2003	Fall 2004	Fall 2005	Fall 2006	Fall 2007	Fall 2008
REAL	1	Program Access						
REAL	3	Courses Offered	1	2	2	2	2	1
REAL	4	Sections Offered	1	4	5	7	5	2
REAL	5	Morning (Prior to 11:59AM)		1	2	2		2
REAL	6	Afternoon (12:00 to 4:29PM)					1	
REAL	7	Evening (4:30PM or Later)		2	2	2	2	
REAL	8	Arranged Hour	1	1	1	2	2	
REAL	9	Weekend				1		
REAL	10	Short Term	0	0	0	1	2	1
REAL	11	DistanceEd Full-Term	1	1	1	1	2	1
REAL	12	DistanceEd Short-Term						
REAL	13	Enrollment	32	148	208	174	134	78
REAL	14	Weekly Student Contact Hours (WSCH)	93.3	431.7	606.7	507.5	403.5	248.9
REAL	15	Full-Time Equivalent Students (FTES)	3.2	14.8	20.8	17.4	12.45	7.68
REAL	1	Program Resources						
REAL	16	Full-Time Equivalent Faculty (FTEF)	0.19	0.78	0.97	1.36	0.95	0.43
REAL	1	Program Operation						
REAL	18	WSCH/FTEF	491.2	553.4	625.4	373.2	424.8	578.7
REAL	19	FTES/FTEF	16.8	19	21.4	12.8	13.1	17.9
REAL	20	Fill Rate	71.1	79.4	85.1	50.3	49.4	75.6
REAL	1	Program Success						
REAL	21	Course Retention	71.9	86.5	90.4	86.8	91.8	89.5
REAL	22	Course Success	21.9	50.0	47.1	43.7	38.8	32.9

Key Performance Indicators			Spring 2004	Spring 2005	Spring 2006	Spring 2007	Spring 2008	Spring 2009
BUS	1	Program Access						
BUS	3	Courses Offered	8	10	10	9	11	10
BUS	4	Sections Offered	17	24	27	25	26	25
BUS	5	Morning (Prior to 11:59AM)	9	13	12	10	10	25
BUS	6	Afternoon (12:00 to 4:29PM)	1	1	2	3	2	
BUS	7	Evening (4:30PM or Later)	5	7	8	7	7	
BUS	8	Arranged Hour	2	3	5	5	7	
BUS	10	Short Term	0	0	1	1	7	9

BUS	11	DistanceEd Full-Term	2	3	4	4	7	9
BUS	12	DistanceEd Short-Term						
BUS	13	Enrollment	659	777	833	702	764	1019
BUS	14	Weekly Student Contact Hours (WSCH)	2076.7	2266.3	2429.6	2047.5	2391.9	3330.2
BUS	15	Full-Time Equivalent Students (FTES)	71.2	77.7	83.3	70.2	73.81	102.76
BUS	1	Program Resources						
BUS	16	Full-Time Equivalent Faculty (FTEF)	3.56	4.67	5.25	4.86	5.01	5.43
BUS	1	Program Operation						
BUS	18	WSCH/FTEF	583.3	485.3	462.8	421.3	477.4	613.3
BUS	19	FTES/FTEF	20	16.6	15.9	14.4	14.7	18.9
BUS	20	Fill Rate	82.3	73.8	66.6	61.4	59.7	77.3
BUS	1	Program Success						
BUS	21	Course Retention	84.4	87.0	84.2	81.1	91.8	88.4
BUS	22	Course Success	50.4	55.7	51.3	50.6	51.0	47.4

		Key Performance Indicators	Spring 2004	Spring 2005	Spring 2006	Spring 2007	Spring 2008	Spring 2009
REAL	1	Program Access						
REAL	3	Courses Offered	1	2	2	1	2	1
REAL	4	Sections Offered	2	4	7	5	4	3
REAL	5	Morning (Prior to 11:59AM)		1	2	1		3
REAL	6	Afternoon (12:00 to 4:29PM)			1	1	1	
REAL	7	Evening (4:30PM or Later)	1	2	2	1	1	
REAL	8	Arranged Hour	1	1	2	2	2	
REAL	10	Short Term	0	0	1	1	2	2
REAL	11	DistanceEd Full-Term	1	1	1	1	2	2
REAL	12	DistanceEd Short-Term						
REAL	13	Enrollment	78	189	236	140	118	101
REAL	14	Weekly Student Contact Hours (WSCH)	227.5	551.3	688.3	408.3	366.9	320.7
REAL	15	Full-Time Equivalent Students (FTES)	7.8	18.9	23.6	14	11.32	9.89
REAL	1	Program Resources						
REAL	16	Full-Time Equivalent Faculty (FTEF)	0.39	0.78	1.36	0.97	0.78	0.63
REAL	1	Program Operation						
REAL	18	WSCH/FTEF	583.3	706.7	506.1	421	470.4	509
REAL	19	FTES/FTEF	20	24.2	17.4	14.4	14.5	15.7
REAL	20	Fill Rate	85.6	79.0	70.5	61.7	52.6	67.4
REAL	1	Program Success						
REAL	21	Course Retention	91.0	84.1	81.4	87.9	85.6	94.1
REAL	22	Course Success	44.9	42.9	38.6	49.3	51.7	26.7

		Key Performance Indicators	Sum 2003	Sum 2004	Sum 2005	Sum 2006	Sum 2007	Sum 2008
BUS	1	Program Access						
BUS	3	Courses Offered	1	1	3	3	4	3
BUS	4	Sections Offered	1	1	3	4	6	4
BUS	5	Morning (Prior to 11:59AM)		1		1	2	4

BUS	6	Afternoon (12:00 to 4:29PM)						
BUS	7	Evening (4:30PM or Later)						
BUS	8	Arranged Hour	1		3	3	4	
BUS	9	Weekend						
BUS	10	Short Term	1	1	3	4	6	4
BUS	11	DistanceEd Full-Term					3	3
BUS	12	DistanceEd Short-Term	1		3	3		
BUS	13	Enrollment	45	31	111	152	161	139
BUS	14	Weekly Student Contact Hours (WSCH)	131.3	90.4	323.8	443.3	472.7	425.0
BUS	15	Full-Time Equivalent Students (FTES)	4.5	3.1	11.1	15.2	16.21	13.11
BUS	1	Program Resources						
BUS	16	Full-Time Equivalent Faculty (FTEF)	0.19	0.19	0.58	0.78	1.12	0.88
BUS	1	Program Operation						
BUS	18	WSCH/FTEF	690.8	475.9	558.2	568.4	422	482.9
BUS	19	FTES/FTEF	23.7	16.3	19.1	19.5	14.5	14.9
BUS	20	Fill Rate	42.2	68.9	65.5	73.2	41.9	78.3
BUS	1	Program Success						
BUS	21	Course Retention	95.6	100.0	87.4	82.9	88.8	100.0
BUS	22	Course Success	68.9	61.3	49.5	49.3	61.3	66.9

		Key Performance Indicators	Sum 2003	Sum 2004	Sum 2005	Sum 2006	Sum 2007	Sum 2008
REAL	1	Program Access						
REAL	3	Courses Offered			1	1	1	1
REAL	4	Sections Offered			1	1	1	1
REAL	5	Morning (Prior to 11:59AM)						1
REAL	6	Afternoon (12:00 to 4:29PM)						
REAL	7	Evening (4:30PM or Later)						
REAL	8	Arranged Hour			1	1	1	
REAL	9	Weekend						
REAL	10	Short Term			1	1	1	1
REAL	11	DistanceEd Full-Term					1	1
REAL	12	DistanceEd Short-Term			1	1		
REAL	13	Enrollment			37	33	42	24
REAL	14	Weekly Student Contact Hours (WSCH)			107.9	96.3	126.0	72.0
REAL	15	Full-Time Equivalent Students (FTES)			3.7	3.3	4.32	2.22
REAL	1	Program Resources						
REAL	16	Full-Time Equivalent Faculty (FTEF)			0.19	0.19	0.2	0.2
REAL	1	Program Operation						
REAL	18	WSCH/FTEF			568	506.6	630	360
REAL	19	FTES/FTEF			19.5	17.4	21.6	11.1
REAL	20	Fill Rate			80.0	73.3	58.5	53.3
REAL	1	Program Success						
REAL	21	Course Retention			91.9	84.8	90.5	100.0
REAL	22	Course Success			59.5	51.5	47.6	79.2

	Key Performance Indicators		Winter 2008	Winter 2009
BUS	1	Program Access		
BUS	3	Courses Offered	3	3
BUS	4	Sections Offered	5	4
BUS	5	Morning (Prior to 11:59AM)	2	4
BUS	6	Afternoon (12:00 to 4:29PM)		
BUS	7	Evening (4:30PM or Later)		
BUS	8	Arranged Hour	3	
BUS	9	Weekend		
BUS	10	Short Term	5	4
BUS	11	DistanceEd Full-Term	3	3
BUS	12	DistanceEd Short-Term		
BUS	13	Enrollment	127	135
BUS	14	Weekly Student Contact Hours (WSCH)	406.3	417.7
BUS	15	Full-Time Equivalent Students (FTES)	12.54	12.89
BUS	1	Program Resources		
BUS	16	Full-Time Equivalent Faculty (FTEF)	1.03	0.82
BUS	1	Program Operation		
BUS	18	WSCH/FTEF	394.4	509.4
BUS	19	FTES/FTEF	12.2	15.7
BUS	20	Fill Rate	54.7	59.0
BUS	1	Program Success		
BUS	21	Course Retention	96.9	89.5
BUS	22	Course Success	59.1	59.4

	Key Performance Indicators		Winter 2008	Winter 2009
REAL	1	Program Access		
REAL	3	Courses Offered	1	1
REAL	4	Sections Offered	1	1
REAL	5	Morning (Prior to 11:59AM)		1
REAL	6	Afternoon (12:00 to 4:29PM)		
REAL	7	Evening (4:30PM or Later)		
REAL	8	Arranged Hour	1	
REAL	9	Weekend		
REAL	10	Short Term	1	1
REAL	11	DistanceEd Full-Term	1	1
REAL	12	DistanceEd Short-Term		
REAL	13	Enrollment	18	24
REAL	14	Weekly Student Contact Hours (WSCH)	54.0	72.0
REAL	15	Full-Time Equivalent Students (FTES)	1.67	2.22
REAL	1	Program Resources		
REAL	16	Full-Time Equivalent Faculty (FTEF)	0.2	0.2
REAL	1	Program Operation		
REAL	18	WSCH/FTEF	270	360
REAL	19	FTES/FTEF	8.4	11.1
REAL	20	Fill Rate	40.0	51.1

REAL	1	<i>Program Success</i>		
REAL	21	Course Retention	100.0	95.8
REAL	22	Course Success	66.7	54.2

	Key Performance Indicators		2003-2004		2004-2005		2005-2006		2006-2007		2007-2008		2008-2009	
BUS	1	Gender												
BUS	2	Female	578	49.4%	598	47.6%	403	28.3%	528	40.1%	703	48.7%	782	46.3%
BUS	3	Male	593	50.6%	658	52.4%	467	32.8%	645	48.9%	721	50.0%	855	50.7%
BUS	4	Not Reported		0.0%		0.0%	554	38.9%	145	11.0%	19	1.3%	51	3.0%
BUS	5	Total	1171	100%	1256	100%	1424	100%	1318	100%	1443	100%	1688	100%
BUS	6	Age												
BUS	7	19 or younger	373	31.9%	453	36.1%	286	20.1%	429	32.5%	443	30.7%	540	32.0%
BUS	8	20-24	497	42.4%	535	42.6%	349	24.5%	469	35.6%	642	44.5%	708	41.9%
BUS	9	25-29	122	10.4%	110	8.8%	90	6.3%	131	9.9%	162	11.2%	207	12.3%
BUS	10	30-34	59	5.0%	45	3.6%	40	2.8%	41	3.1%	63	4.4%	87	5.2%
BUS	11	35-39	38	3.2%	41	3.3%	38	2.7%	44	3.3%	48	3.3%	53	3.1%
BUS	12	40-49	64	5.5%	48	3.8%	47	3.3%	53	4.0%	70	4.9%	65	3.9%
BUS	13	50 and above	17	1.5%	24	1.9%	20	1.4%	7	0.5%	14	1.0%	28	1.7%
BUS	14	Not Reported	1	0.1%		0.0%	554	38.9%	144	10.9%	1	0.1%		0.0%
BUS	15	Total	1171	100%	1256	100%	1424	100%	1318	100%	1443	100%	1688	100%
BUS	16	Ethnicity												
BUS	17	Asian	163	13.9%	143	11.4%	98	6.9%	144	10.9%	199	13.8%	190	11.3%
BUS	18	African American	65	5.6%	78	6.2%	67	4.7%	92	7.0%	106	7.3%	123	7.3%
BUS	19	Caucasian	420	35.9%	458	36.5%	295	20.7%	412	31.3%	485	33.6%	453	26.8%
BUS	20	Hispanic	412	35.2%	488	38.9%	338	23.7%	438	33.2%	488	33.8%	607	36.0%
BUS	21	Native American/Alaskan Native	11	0.9%	10	0.8%	8	0.6%	8	0.6%	9	0.6%	16	0.9%
BUS	22	Other	26	2.2%	27	2.1%	22	1.5%	28	2.1%	28	1.9%	28	1.7%
BUS	23	Decline to State	68	5.8%	47	3.7%	38	2.7%	46	3.5%	39	2.7%	46	2.7%
BUS	24	Not Reported	6	0.5%	5	0.4%	558	39.2%	150	11.4%	89	6.2%	225	13.3%
BUS	25	Total	1171	100%	1256	100%	1424	100%	1318	100%	1443	100%	1688	100%
BUS	26	Educational Goal												
BUS	27	AA/AS	68	5.8%	69	5.5%	58	4.1%	60	4.6%	194	13.4%	395	23.4%
BUS	28	Degree & Transfer	529	45.2%	587	46.7%	408	28.7%	537	40.7%	203	14.1%	432	25.6%
BUS	29	Transfer	321	27.4%	344	27.4%	216	15.2%	339	25.7%	67	4.6%	116	6.9%
BUS	30	Certificate	53	4.5%	55	4.4%	44	3.1%	53	4.0%	15	1.0%	20	1.2%
BUS	31	License	50	4.3%	48	3.8%	23	1.6%	43	3.3%	10	0.7%	17	1.0%
BUS	32	Job Skills	54	4.6%	49	3.9%	26	1.8%	47	3.6%	64	4.4%	111	6.6%
BUS	33	Basic Skills		0.0%		0.0%		0.0%		0.0%	11	0.8%	17	1.0%
BUS	34	Personal		0.0%		0.0%		0.0%		0.0%	22	1.5%	40	2.4%
BUS	35	Undecided		0.0%		0.0%		0.0%		0.0%	69	4.8%	148	8.8%
BUS	36	Not Reported	96	8.2%	104	8.3%	649	45.6%	239	18.1%	788	54.6%	392	23.2%
BUS	37	Total	1171	100%	1256	100%	1424	100%	1318	100%	1443	100%	1688	100.0%

	Key Performance Indicators	2003-2004		2004-2005		2005-2006		2006-2007		2007-2008		2008-2009	
REAL	1 Gender												
REAL	2 Female	51	49.0%	141	45.0%	110	24.5%	149	44.5%	129	44.9%	106	47.3%
REAL	3 Male	53	51.0%	172	55.0%	125	27.8%	153	45.7%	156	54.4%	111	49.6%
REAL	4 Not Reported		0.0%		0.0%	214	47.7%	33	9.9%	2	0.7%	7	3.1%
REAL	5 Total	104	100%	313	100%	449	100%	335	100%	287	100%	224	100%
REAL	6 Age												
REAL	7 19 or younger	20	19.2%	91	29.1%	54	12.0%	67	20.0%	60	20.9%	60	26.8%
REAL	8 20-24	43	41.3%	104	33.2%	89	19.8%	109	32.5%	112	39.0%	91	40.6%
REAL	9 25-29	13	12.5%	30	9.6%	33	7.3%	45	13.4%	31	10.8%	28	12.5%
REAL	10 30-34	10	9.6%	27	8.6%	19	4.2%	21	6.3%	19	6.6%	18	8.0%
REAL	11 35-39	7	6.7%	24	7.7%	11	2.4%	19	5.7%	14	4.9%	11	4.9%
REAL	12 40-49	10	9.6%	26	8.3%	20	4.5%	27	8.1%	34	11.8%	8	3.6%
REAL	13 50 and above	1	1.0%	11	3.5%	9	2.0%	14	4.2%	17	5.9%	8	3.6%
REAL	14 Not Reported		0.0%		0.0%	214	47.7%	33	9.9%		0.0%		0.0%
REAL	15 Total	104	100%	313	100%	449	100%	335	100%	287	100%	224	100%
REAL	16 Ethnicity												
REAL	17 Asian	14	13.5%	28	8.9%	30	6.7%	28	8.4%	33	11.5%	16	7.1%
REAL	18 African American	10	9.6%	34	10.9%	15	3.3%	22	6.6%	31	10.8%	19	8.5%
REAL	19 Caucasian	35	33.7%	91	29.1%	65	14.5%	95	28.4%	76	26.5%	66	29.5%
REAL	20 Hispanic	39	37.5%	126	40.3%	109	24.3%	128	38.2%	106	36.9%	75	33.5%
REAL	21 Native American/Alaskan Native		0.0%	5	1.6%	2	0.4%	5	1.5%	4	1.4%	1	0.4%
REAL	22 Other	1	1.0%	8	2.6%	4	0.9%	8	2.4%	5	1.7%	6	2.7%
REAL	23 Decline to State	4	3.8%	19	6.1%	9	2.0%	13	3.9%	13	4.5%	5	2.2%
REAL	24 Not Reported	1	1.0%	2	0.6%	215	47.9%	36	10.7%	19	6.6%	36	16.1%
REAL	25 Total	104	100%	313	100%	449	100%	335	100%	287	100%	224	100%
REAL	26 Educational Goal												
REAL	27 AA/AS	4	3.8%	25	8.0%	12	2.7%	12	3.6%	36	12.5%	48	21.4%
REAL	28 Degree & Transfer	46	44.2%	127	40.6%	94	20.9%	111	33.1%	28	9.8%	66	29.5%
REAL	29 Transfer	20	19.2%	66	21.1%	48	10.7%	75	22.4%	11	3.8%	16	7.1%
REAL	30 Certificate	9	8.7%	21	6.7%	19	4.2%	26	7.8%	5	1.7%	2	0.9%
REAL	31 License	4	3.8%	5	1.6%	12	2.7%	9	2.7%	3	1.0%		0.0%
REAL	32 Job Skills	7	6.7%	17	5.4%	21	4.7%	28	8.4%	36	12.5%	27	12.1%
REAL	33 Basic Skills		0.0%		0.0%		0.0%		0.0%	3	1.0%	3	1.3%
REAL	34 Personal		0.0%		0.0%		0.0%		0.0%	12	4.2%	5	2.2%
REAL	35 Undecided		0.0%		0.0%		0.0%		0.0%	21	7.3%	19	8.5%
REAL	36 Not Reported	14	13.5%	52	16.6%	243	54.1%	74	22.1%	132	46.0%	38	17.0%
REAL	37 Total	104	100%	313	100%	449	100%	335	100%	287	100%	224	100.0%

	Key Performance Indicators	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
BUS	23 Revenue: FTES*Reimbursement Rate	\$419,053.89	\$452,372.04	\$600,112.61	\$554,476.23	\$624,634.72	\$821,570.80
BUS	24 Total District Adopted Program Budget	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	957,449
BUS	25 Support Personnel (wage without benefit, 2200 and 2400 in budget)	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	0
BUS	26 Supplies (4300 in budget)	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	3,482
BUS	27 Cost	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	
BUS	28 Total FTES for the year	150.17	154.8	184.1	159.5	170.28	214.26
BUS	29 Cost per FTES	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA
	37 Attach one copy of the three most recent College Core Indicator Information forms for each of the appropriate TOP codes						
	38 Please include "Student Satisfaction" and "Employer Satisfaction" in the program review write-up.						
	39 Labor market data						

	Key Performance Indicators	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
REAL	23 Revenue: FTES*Reimbursement Rate	\$30,695.83	\$98,481.51	\$156,792.05	\$120,629.00	\$109,168.01	\$84,434.75
REAL	24 Total District Adopted Program Budget	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA
REAL	25 Support Personnel (wage without benefit, 2200 and 2400 in budget)	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA
REAL	26 Supplies (4300 in budget)	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA
REAL	27 Cost	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA
REAL	28 Total FTES for the year	11	33.7	48.1	34.7	29.76	22.02
REAL	29 Cost per FTES	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA	NO DATA
	37 Attach one copy of the three most recent College Core Indicator Information forms for each of the appropriate TOP codes						
	38 Please include "Student Satisfaction" and "Employer Satisfaction" in the program review write-up.						
	39 Labor market data						

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees	Action	_____
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Program Review – Dance	Information	X
		Enclosure(s)	X

BACKGROUND

The Dance program has undergone the prescribed program review process based on a 6-year cycle and was approved at the March 29, 2010 Educational Programs Committee meeting and April 26, 2010, Steering Committee Meeting.

This item was prepared by Jerry Capwell, Administrative Assistant, Academic Affairs.

RECOMMENDATION

Information only; no action required.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. G.5.



**Dance
Instructional Program Review 2009-2010**

Fall 2009

Prepared by

Name	Title
John Vaughan	Full-time Instructor

Dance Program Review Committee Members

Name	Title
John Vaughan	Full-time Instructor
Roberta Eisel	Academic Senate Representative



PROGRAM REVIEW – Dance

The final summary of the program review process for Dance is attached to this page.

I affirm that this program has been reviewed according to the accepted District procedures for program review and that the final summary accurately reflects the consensus of the members of the review committee.

Robert Slack , Dean of Fine and Performing Arts

date

Michelle Plug, Articulation Officer

date

David Kary, Chair of Curriculum Committee

date

Irene Malmgren, Vice President of Academic Affairs

date

Jack Call, Academic Senate President

date

Geraldine M. Perri, Superintendent/President

date

It will be the department's responsibility to communicate review recommendations with additional offices and services.

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1. Executive Summary

The Dance Program Review was conducted in Fall/Winter 2009/2010 primarily by full-time choreographer/instructor John Vaughan with consultation of the adjunct faculty, the SLO Coordinator, and the Dean of Fine and Performing Arts. The dance program at Citrus remains robust despite the budgetary and scheduling cuts occurring campus wide and the one full-time technique instructor's retirement in 2008. Course sections have often been combined concurrently to maintain offerings as a result of these cuts. FTES declined briefly in 2007/2008, but grew to an all-time high in 2008/2009 with increased emphasis on the scheduling of technique classes and increased recruitment of male dancers. Multiple performance opportunities remain for dancers at Citrus and have not as yet been affected by budgetary difficulties. Goals for the next six years include reinstatement of multiple and independent course level technique offerings, increased assessment of course and program SLO's, implementation of the approved AA degree, hiring of a full-time technique instructor, and implementation of the restructuring of the Commercial Dance Certificate.

Below are my recommendations for the Dance program:

* With the remodel of the Hayden Library, there should be a focus toward providing students with additional dance research materials and dance videos for viewing resources. The opportunity for students to independently research will greatly benefit the dance program. Note: This is an ongoing recommendation that has been thwarted in the past by state requirements of sub-titles for all video/dvd's. Due to the nature of dance videos being primarily in musical form without narration, a solution will need to be researched and implemented.

*Encourage a broad range of styles and diverse themes in classes and concerts.

*Classes previously not offered in the Commercial Dance Certificate program should continue to be reinstated. The Certificate requirements should be revised through the "Non-Substantial Change" process of the Chancellor's office to offer a realistic and viable option to completing this Certificate.

*Hiring of new full time faculty or support staff.

*Continued emphasis on curriculum development pertaining to commercial dance skills, Pilates training and video for choreography; separation of curriculum into independent course offerings by skill level instead of concurrent technique levels.

*The development of a stronger relationship with four-year institutions and conservatories to better articulate literature requirements for matriculation.

*A new all purpose dance floor is required.

*Establish a liaison from Counseling to Fine Arts students, including dance.

2. Faculty

Full-Time Faculty

John Vaughan

Adjunct Faculty

Jennifer Allgaier

Renee Liskey

Michelle Shear

Yesenia Valverde

3. List of Program Courses

A list of all courses in the program and their unit values. There should be a separate list for courses not offered in the last two years. You may also note any changes to the course offerings (renaming, removal, etc.) in this section.

Subject & Course No.	Title	Units
DANC 102	History of Dance	3
DANC 130	Alignment and Corrective	2
DANC 103	Introduction to Dance- (NOTE: Course Deleted)	1
DANC 158	Hip-Hop Dance Techniques (New Course- In Process)	1
DANC 159	Beginning Tap	1
DANC 160	Beginning Jazz Dance	1
DANC 161	Beginning Modern Dance	1
DANC 162	Beginning Ballet	1
DANC 172	Composition in Group Forms	2
DANC 259	Intermediate Tap 1	1
DANC 260	Intermediate Jazz Dance 1	1
DANC 261	Intermediate Modern Dance 1	1
DANC 262	Intermediate Ballet 1	1
DANC 263	Dance for Musical Theatre	4
DANC 264	Popular Dance Techniques	4
DANC 265	Musical Staging: Rehearsal and Performance	2
DANC 266	Pop Dance: Rehearsal and Performance	2
DANC 269	Intermediate Tap II	1
DANC 270	Intermediate Jazz Dance II	1
DANC 271	Intermediate Modern Dance II	1
DANC 272	Intermediate Ballet II	1
DANC 279	Advanced Tap I	1
DANC 281	Advanced Jazz I	1
DANC 289	Dance Concert Production	3

Classes not offered in the last two years:

Subject & Course No.	Title	Units
DANC 163	Dance Movement for the Performer (Deleted)	1
DANC 164	Commercial Dance Techniques (Deleted)	2
DANC 165	Summer Dance Conservatory (Deleted)	3
DANC 171	Introduction to Choreography/Improvisation (Deleted)	2
DANC 200	Dance Kinesiology (Deleted)	3
DANC 275	Performance Ensemble (Deleted)	3
DANC 289	Special Projects in Dance (Deleted)	2
DANC 287	Choreography- Student Project (Deleted)	2
DANC 288	Citrus Dance Company- Touring Ensemble (Deleted)	3

4. List of Degrees

AA-Dance Concentration

AA-Fine Arts

5. List of Certificates and Awards

The Dance Program offers a Commercial Dance Certificate. This certificate prepares students to work in the field of Commercial Dance (videos, Broadway-style shows, theme parks, cruise ships, etc.). The program has awarded six certificates in the last six years.

The Certificate was revised in 2006 to consolidate the number of required courses and offer a broader range of electives. It should be noted that all of the required courses are still being offered as of 2009/2010. Many of the elective courses are no longer offered due to budget restrictions. Some have never been offered due to the inability to meet the college's enrollment requirements. This program review will offer as a recommendation for Spring 2010, the need to provide the Chancellor's Office with a Non-Substantial Change to the Commercial Dance Certificate (See paragraph following information regarding Commercial Dance Certificate). This change will delete all of the elective courses no longer offered, and replace them with other Dance courses, as well as appropriate Theatre and Music course offerings. This will provide the commercial dance student with additional opportunities to maximize the skills that will be necessary in the world of professional Commercial Dance.

Commercial Dance Certificate
Course List as of 2006

Required Courses

Units

Danc 262 Inter. Ballet 1	1
Danc 272 Inter. Ballet 2- (2 Semesters)	2
Danc 260 Inter. Jazz 1	1
Danc 260 Inter. Jazz 2- (2 Semesters)	2
Danc 259 Inter. Tap 1	1
Danc 269 Inter. Tap 2	1
Danc 172 Composition in Group Forms	2
Danc 102 Dance History	3
Danc 130 Alignment/Correctives (2 Semesters)	4
Danc 289 Dance Concert Prod. (3 Semesters)	9

Total Core Units: 26

PLUS 34 Elective units chosen from the following:

Danc 162 Beg. Ballet	1
Danc 160 Beg. Jazz	1
Danc 159 Beg. Tap	1
Danc 171 Intro Choreo/Improv	2
Danc 262 Inter. Ballet 1	1
Danc 272 Inter. Ballet 2	1
Danc 260 Inter. Jazz 1	1
Danc 270 Inter. Jazz 2	1
Danc 259 Inter. Tap 1	1
Danc 269 Inter. Tap 2	1
Danc 161 Beg. Modern	1
Danc 261 Inter. Modern Dance	1
Danc 164 Commercial Dance Techniques	2
Danc 165 Summer Dance Conservatory	3
Danc 263 Dance for Musical Theatre	4
Danc 265 Musical Staging/ Rehearsal	2
Danc 266 Pop Dance:Rehearsal and Performance	2
Danc 289 Dance Concert Production	3
Danc 280 Chor/ Student Project	2
Danc 282 Chor/ Repertory	2
Danc 288 Citrus Dance Company Touring	3
Mus 214 Musical Techniques for the Stage	3

(The above elective classes may be taken multiple times)

Total Units for Certification: 60

NOTE: The Non-Substantial Change Recommendation will include DELETION of:

Danc 171, Danc 164, Danc 165, Danc 289, Danc 282, and Danc 288 in the Electives area.

It will recommend the ADDITION of Danc 158 (Hip-Hop Dance Techniques), with 4 repetitions to the REQUIRED COURSES bringing that number to 30 units and reducing ELECTIVES to 30 units.

It will also recommend the ADDITION of:

Danc 264, Danc 279, Danc 281, Mus 215, Mus 115, Thea 201, Thea 202, Thea 210, and Thea 211 to ELECTIVES

6. List of Industry-Based Standard Certificates and Licenses

None.

7. Advisory Committee or Council

This is the list of the Advisory Committee for the Commercial Dance Certificate

Gary Krinke	Theatre Arts Tenured Faculty Fullerton Community College; Freelance Director
Lee Martino	Freelance Choreographer- Member Society of Stage Directors and Choreographers; Faculty Member- Mt. Sac Dance Department
Daniel Solis	Talent Director -Disneyland Theme Parks
Rey O'Day	Producing Artistic Director- Performance Riverside
Steven Glaudini	Associate Artistic Director Musical Theatre West

8. Program Student Learning Outcomes

The Dance Program has adopted the Institutional General Education Competencies of Citrus College (as approved by Steering December 8, 2008). General education competencies serve as a common set of core curricular components identified and defined by faculty. Student learning outcomes are behaviors based on these competencies.

Any student transferring, completing a degree or certificate from Citrus College, must demonstrate effectively assessed awareness, understanding, knowledge, skills, and abilities in the selected competencies.

Students completing courses in the Dance Program will have acquired the following competencies:

1) Communication (personal expression and information acquisition)

a) Convey artistic intentions of movement and dance through successful completion of practicum applications of various stylistic techniques.

2) Computation

a)

3) Creative, Critical, and Analytical Thinking, and Information Competency
 a) Display creative awareness of dance through individual performance techniques.

4) Community/Global Consciousness and Responsibility
 a) Exhibit perspective on historical and stylistic components of dance through successful completion of Dance History SLOs as well as historic components of dance technique courses.

5) Technology
 a)

6) Discipline / (Subject Area Specific Content Material)
 a) Demonstrate a functional knowledge of alignment, ballet, tap, jazz and modern dance techniques through the beginning and intermediate level by successful completion of dance technique SLOs and collaborative discourse by the faculty into dance pedagogy and effectiveness.
 b) Demonstrate competency in dance performance skills and ability through successful completion of dance performance practicum SLOs and faculty evaluation of performance standards.

Matrix of Mapping Course-level SLOs with Program-level SLOs

	Communication	Computation	Critical Analytical Thinking	Global Consciousness		Technology	Subject Area Content	
DANCE Program-level SLOs *+Course-Dance 102	1A		3A	4A			6A	6B
SLO #1A (CM)	x-SP10							
SLO #1B (CM)	x-SP10							
SLO #2A (DS)							x-SP10	
*+Course- Dance 130								
SLO #1A (CR,DS)			x-CA				x-CA	
SLO #1B(CR,DS)			x-CA				x-CA	
SLO # 2A(CR)			x-CA					
SLO #3A (DS)							x-CA	
*+Course- Dance 158								
SLO# 1A(CM)	x-SP11							
SLO # 2A(CG)				x-SP11				

SLO # 3A(DS)							x-SP11	
	Communication	Computation	Critical	Global	Technology	Subject Area Content		
			Analytical	Consciousness				
			Thinking					
*+Course- Dance 159								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO #2A (DS)						x-CA	x-CA	
SLO #2B (DS)						x-CA	x-CA	
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				
SLO #4A (DS)						x-CA		
*Course-Dance 160								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO #2A (DS)						x-CA	x-CA	
SLO #2B (DS)						x-CA	x-CA	
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				
SLO #4A (DS)						x-CA		
*+Course- Dance 161								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO #2A (DS)						x-CA	x-CA	
SLO #2B (DS)						x-CA	x-CA	
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				
SLO #4A (DS)						x-CA		

	Communication	Computation	Critical Analytical Thinking	Global Consciousness		Technology	Subject Area Content	
DANC Program SLOs								
*Course- Dance 269								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO # 2A (CM)							x-CA	x-CA
SLO #2B (CM)							x-CA	x-CA
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				
SLO #4A (DS)							x-CA	
*+Course-Dance 270								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO #2A (DS)							x-CA	x-CA
SLO #2B (DS)							x-CA	x-CA
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				
SLO #4A (DS)							x-CA	
*Course- Dance 271								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO #2A (DS)							x-CA	x-CA
SLO #2B (DS)							x-CA	x-CA
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				
SLO #4A (DS)							x-CA	
*+Course-Dance 272								
SLO #1A (CM)	x-CA							
SLO #1B (CM)	x-CA							
SLO #1C (CM)	x-CA							
SLO #2A (DS)							x-CA	x-CA
SLO #2B (DS)							x-CA	x-CA
SLO #3A (CG)				x-CA				
SLO #3B (CG)				x-CA				

SLO #4A (DS)							x-CA	
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	Communication	Computation	Critical Analytical Thinking	Global Consciousness	Technology	Subject Area Content	
Matrix Map of Course Level SLO's to Program SLO's with Course Level Assessment Dates in Parenthesis SLOs							
*Course- Dance 279							
SLO #1A (CM)	x-CA						
SLO #1B (CM)	x-CA						
SLO #1C (CM)	x-CA						
SLO #1D (CM)						x-CA	x-CA
SLO #1E (CM)						x-CA	x-CA
SLO #2A (CG)				x-CA			
SLO #2B (CG)				x-CA			
*Course- Dance 281							
SLO #1A (CM)	x-CA						
SLO #1B (CM)	x-CA						
SLO #1C (CM)	x-CA						
SLO #1D (CM)						x-CA	x-CA
SLO #1E (CM)						x-CA	x-CA
SLO #2A (CG)				x-CA			
SLO #2B (CG)				x-CA			
*+Course- Dance 289							
SLO #1A (CM)	x-FA10						
SLO # 2A(CR)			x-FA10				
SLO #3A(CG)				x-FA10			

9. Program Description / Mission

The Citrus College Dance Program provides a vast array of opportunities in the field of dance to the community college student. These include instruction to the beginning student in ballet, jazz, tap, hip-hop, modern, and musical theatre technique, as well as training for the vocational student in order to prepare them for employment in the professional dance world. The program conforms to the mission of Citrus College seeking to provide transfer and associate degree courses, outreach to the community, and improvement of the local work force in the commercial dance field.

10. Program Goals and Objectives

The goals and objectives of the Dance Program are:

- a) Provide the necessary technical and performance tools that would enable a student to become employed as a professional dancer.
- b) Provide a variety of dance performance experiences.
- c) Expose students to working professionals in the dance industry.
- d) Create liaisons between the College and surrounding employers of dancers to increase vocational placement upon completion of the program.
- e) Offer dance classes that fulfill transfer requirements for the University of California and Cal State University systems.
- f) Offer dance classes that fulfill general education requirements for non-fine arts majors.
- g) Offer beginning and intermediate courses in ballet, jazz, tap, modern, and musical theatre techniques.
- h) Provide outreach to the community and evening students to broaden their exposure to dance.

11. Curriculum Review and Student Learning Outcomes Assessment

Course Number	Course Name	Last Reviewed by Curriculum Committee	*Date for next revision (six year cycle)	Date Last Offered	SLO's Written	**Most Recent SLO's Assessed
DANC102	History of Dance	2009/2010	2015	SP 2010	YES	See Matrix
DANC130	Alignment and Correctives	2009/2010	2014	SP 2010	YES	"
DANC158	Hip-Hop Dance Techniques (New)	Spring 2010	2015	WI 2011	YES	"
DANC159	Beginning Tap	2008/2009	2011	SP 2010	YES	"
DANC160	Beginning Jazz Dance	2008/2009	2013	SP2010	YES	"
DANC161	Beginning Modern Dance	2008/2009	2013	SP 2010	YES	"
DANC162	Beginning Ballet	2008/2009	2012	SP 2010	YES	"
DANC172	Composition in Group Forms	2009/2010	2014	FA 2009	YES	"
DANC259	Intermediate Tap I	2008/2009	2011	SP 2010	YES	"
DANC260	Intermediate Jazz Dance I	2008/2009	2011	SP 2010	YES	"
DANC261	Intermediate Modern Dance I	2008/2009	2013	SP 2010	YES	"
DANC262	Intermediate Ballet I	2008/2009	2012	SP 2010	YES	"
DANC263	Dance for Musical Theatre	2009/2010	2014	SP 2010	YES	"
DANC264	Popular Dance Techniques	2009/2010	2014	FA 2009	YES	"
DANC265	Musical Staging: Reh. and Perf.	2009/2010	2014	SP 2010	YES	"
DANC266	Pop Dance: Reh. and Perf.	2009/2010	2014	FA 2009	YES	"
DANC269	Intermediate Tap II	2008/2009	2011	SP 2010	YES	"
DANC270	Intermediate Jazz Dance II	2008/2009	2011	FA 2009	YES	"
DANC271	Intermediate Modern Dance II	2008/2009	2013	FA 2008	YES	"
DANC272	Intermediate Ballet II	2008/2009	2012	SP 2010	YES	"
DANC279	Advanced Tap I	2005/2006	2010	SP 2010	YES	"
DANC281	Advanced Jazz I	2005/2006	2010	SP 2010	YES	"
DANC289	Dance Concert Production	2009/2010	2014	SP 2010	YES	"

*Courses to be reviewed on a six year cycle per Title 5.

**Results of assessment maintained by faculty with impact or needs recorded on annual program review report.

12. Degree/Certificate Review

The dance program submitted an AA in Dance to the Curriculum Committee in 2008/2009. It was not understood that submission through the Chancellor's Office was also required. It is recommended that this submission to the State occur in Spring 2010 in order to implement the AA degree as quickly as possible.

The Commercial Dance Certificate was noted earlier. The Advisory Committee met in January 2010 in order to discuss recommendations for this Certificate in light of the course cuts and limitations as a result of the state budget crisis. It was recommended to perhaps offer musical theatre production and technique classes, acting and theatre classes and beginning voice classes as a way to supplement the electives portion of the certificate. In this way, the rigor of the the certificate can be maintained, at the same time offering benefits to the dancer by training them in vital skills required for a professional performer. The resulting recommendations are outlined in Section 5 of this review.

A revised sequence of courses is attached to this review. A student can complete the Certificate within two years, although difficult. The wide variety of times that courses are offered within the dance program is helpful to the student in scheduling these courses, although due to budget constraints this is more difficult than two years ago, particularly with beginning level courses. The amount of certificates awarded in the past four years has continued to be low. The primary reason for the low number of students awarded this certificate is that it is an extremely rigorous program at 60 units. The high number of units is required due to the skills acquisition and physical regimen that is required to become a professional dancer. The Advisory Committee is unanimous in not recommending lower units for this certificate, which risks compromising the rigor and skill required for this profession. Additional notes regarding industry needs and trends can be found in the attached notes from the 2010 Advisory Committee meeting.

Full-time instructor John Vaughan recommends adoption of the program level slo's for this certificate for the next two years until additional faculty are available for useful, effective and meaningful documentation and assessment of certificate specific slo's. This process should begin in 2011 and work for expansion by 2012.

Degree or Certificate Title	Date last reviewed by Curriculum	Average number of awards each year	Date SLOs written	Date SLOs Assessed	Date last reviewed by Advisory Council
A.A. - Dance	2008/2009	None as yet.	Yes- 2008/2009	Projected 2010/2011	Spring 2010
Commercial Dance Certificate	2004/2005	2-3	Program SLO's Recommended -Certificate SLO's Date 2011	2012	January 2010

13. Evaluation Criteria – Mission

Commendations

- a) The dance program is in conformity with the mission of Citrus College which is to provide transfer and associate degree courses and matches all course and program slo's to the intitutional core competencies.
- b) The dance program affords the student an opportunity to train in classical technique as well as commercial dance forms in order to prepare them for employment in the professional dance world. The dance program is proud to note a continual growth in Course Retention (96.5 percent in 2008/2009) and as well as Course Success (83.4 percent in 2008/2009).
- c) The dance program offers experiences that help to build self esteem and improve inter-personal communications. Instruction in dance courses provides an environment in which the student can enhance their general life skills. The demographics of the dance department reflect the age and diversity of the college at large. For example 48.8 percent of the dance students are 19 or younger, reflecting the college at large. 34 percent are Hispanic, also reflecting the growing Hispanic student population of the larger campus.
- d) The dance department has made great strides to increase its enrollment of male dancers -- growing from 10.6 percent male in 2003-2001 to 13,4 percent in 2008-2009.

Previous Recommendations Completed

- a) With the addition of the Recording Arts/Video Technology facility, and the institution of a Pilates training program, we must continue to prepare ourselves for an influx of students in the dance program and update teaching techniques accordingly. COMPLETED: Data provided by the Office of Institutional Research shows a steady increase of FTES 2003/2004 through 2006/2007 (From 105.93 FTES to 140.29 FTES. A sharp decline occurred in 2007/2008 (FTES 97.61). The Dance Department was "revamped" in 2008/2009 to a much stronger emphasis on commercial dance, dance diversity, and recruitment of male dancers. This resulted in an all time high FTES in 2008/2009 of 147.89 FTES.
- b) The dance program should continue to monitor successful four-year institutions with quality dance departments to assure continued student preparation within the discipline. COMPLETED: Full-time dance faculty monitor CSU/UC institutions for trends and curriculum development.
- c) The dance program should seek to increase its outreach and recruitment efforts involving surrounding secondary education dance programs. COMPLETED: The dance department regularly participates in both the Annual Fine and Performing Arts Open House Recruitment day as well as jointly participate with the Music Department and recruits from surrounding secondary education dance programs through the Citrus Summer Conservatory.
- d) Actively recruit and involve male dancers in the Dance program. COMPLETED: The productions of "Chicago" and "Hello Dolly!" of the 2009/2010 academic year

both emphasize male dancers. The dance faculty encourage and involve male dancers in all class and concert activities.

Recommendations

Recommendation									
With the remodel of the Hayden Library, there should be a focus toward providing students with additional dance research materials and dance videos for viewing resources. The opportunity for students to independently research will greatly benefit the dance program. Note: This is an ongoing recommendation that has been thwarted in the past by state requirements of subtitles for all video/dvd's. Due to the nature of dance videos being primarily in musical form without narration, a solution will need to be researched and implemented.									
Action/Activities	Target Date	Person Responsible	Impact						
			FNIC	Facilities	Software	Equipment	Personnel	Other	
Work with new librarians on possible solutions	2012	Vaughan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendation									
Encourage a broad range of styles and diverse themes in classes and concerts.									
Action/Activities	Target Date	Person Responsible	Impact						
			FNIC	Facilities	Software	Equipment	Personnel	Other	
Implement new Hip Hop Techniques Course- written Spring 2010.	Winter 2011	Vaughan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

14. Evaluation Criteria – Need

Commendations

- a) The dance program contributes significant FTE reflecting a steady increase from 105.93 in 2003/2004 to 147.89 in 2008/2009.
- b) The dance program offers complete curriculum including: beginning, intermediate, and intermediate/advanced dance classes, together with dance concert production opportunities, all of which are available to both the day and evening student as well as classes offered on Saturdays.
- c) Current labor department data reflects that there is an expansion in career opportunities for the dance major. Demand for commercial dancers is growing, particularly in the entertainment rich area of Southern California. According to California Employment Development Department data the hourly mean for dancers is \$14.94 and the hourly mean for choreographers is \$23.00; both of these

occupations are trained within the scope of the program at Citrus. The 10-year forecast for projected job growth in the industry exceeds 16%. This department offers a perfect training ground for the student desirous of not only a four-year degree, but also of a career in the dance industry.

Previous Recommendations Completed

- a) Dance classes should, whenever possible, be scheduled to maximize the student’s availability to participate in general education courses. **COMPLETED:** Even in this difficult budgetary time, the dance department has continued to offer day, evening, and Saturday classes.

Recommendations

Recommendation Classes vital to the completion of the Commercial Dance Certificate should continue to be offered on an annual basis. The Certificate requirements should be revised through the "Non-Substantial Change" process of the Chancellor's office to offer a realistic and viable option to completing this Certificate.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
The Composition in Group Forms class was reinstated in Fall 2009 to great success. It is hoped that this class will continue to be offered annually in the Fall.	Fall2010	Vaughan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-Substantial Changes should be instituted through the Chancellor's Office as noted in Number 5 of this Program Review.	Spring 2010	Vaughan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendation Hiring of new full-time faculty or support staff.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
New full-time dance position should be instituted within the next three to four years dependent on budget and FNIC availability. Full-time instructor Vaughan is	2011-2012	Slack, Vaughan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

hired as a "Full-time Choreographer", not as a "Full-time Dance Instructor".								
Requests for Student workers are ongoing and respectfully request no budget reductions in this area.	2010	Slack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

15. Evaluation Criteria – Quality

Commendations

- a) The vision of the dance faculty provides for the academic and practical needs of the dance student in preparation for university transfer. Data provided by the Office of Institutional Research shows an extremely high success and retention rates as noted earlier.
- b) Faculty demonstrate an awareness of academic trends and practices within the dance industry.
- c) Faculty members are participants in the professional dance industry and stay current with new trends and styles.
- d) The vision of the dance faculty prepares students for employment within a highly competitive industry.
- e) Curriculum is recognized as one of the most diverse dance programs in the state, allowing students both classical and commercial dance education.

Previous Recommendations Completed

- a) Administrative review and support of improved teacher-to-student ratio as it pertains to all levels of dance classes. **COMPLETED:** Dance faculty is pleased and grateful for the support of the Dean and Vice President of Academic Affairs in this area.
- b) Continued emphasis on curriculum development pertaining to commercial dance skills, Pilates training and video for choreography. **PARTIALLY COMPLETED:** Proposed Hip-Hop Dance Techniques class has been submitted to Curriculum as of 2/11/2010. Ongoing activities in this area will be noted below.
- c) Continued emphasis on curriculum development pertinent to classical dance technique. **COMPLETED:** Multiple levels now exist in all dance idioms, although scheduling of sections, etc. has been impacted due to the budget crisis. As a result, many levels are now taught concurrently.
- d) Develop Dance Program SLOS and tie with Course Level SLO's. **COMPLETED:** All courses in the Dance Program now have SLO's written, Assessment cycles in progress or in planning as indicated on the SLO matrix. All courses have been revised or examined through the curriculum process in the past

six years including examination of lecture/lab ratios and instructor qualifications. Courses that were not being offered or have never been offered have been eliminated. Program SLO's have been written and are tied to course level SLO's through the SLO matrix provided.

Recommendations

Recommendation								
Continued emphasis on curriculum development pertaining to commercial dance skills, Pilates training and video for choreography; separation of curriculum into independent course offerings by skill level instead of concurrent technique levels.								
Action/Activities	Target Date	Person Responsible	Impact					
			FNIC	Facilities	Software	Equipment	Personnel	Other
Write a supplement to Pilates class (Alignment/Correctives II) This may necessity additional Pilates equipment and space. Suggestion: Partner with Physical Education department for possible facilities collaboration.	Fall 2010	Vaughan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Write a Dance for Video class. Possible equipment needs for this class.	Fall 2011	Vaughan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Expand technique offerings to independent levels as opposed to concurrent offerings as budget restrictions ease.	Fall 2010-2015	Slack/Vaughan						

Recommendation								
The development of a stronger relationship with four-year institutions and conservatories to better articulate literature requirements for matriculation								
Action/Activities	Target Date	Person Responsible	Impact					
			FNIC	Facilities	Software	Equipment	Personnel	Other
This needs to be continually improved upon. Possible actions would include melding of Dance Department/Program with the Theatre Arts	2010/2011	Vaughan/Brown/Volonte	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPC

Department/Program into the Department of Theatre and Dance. This is a common practice in four year institutions and may improve articulation agreements.								
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

16. Evaluation Criteria – Feasibility

Commendations

- a) Maximum use of existing facility space is a constant priority. Budgetary restrictions have resulted in increase in time available for the use of the dance room, an unexpected benefit for scheduling of rehearsal times.
- b) Full-time dance faculty provides quality classroom experiences, course guidance, and recommendations as well as inter-disciplinary involvement. The retirement of Diane Woodward in Spring 2008 has resulted in a strain on the remaining full-time instructor however.
- c) Part-time dance faculty contribute their professional skills, work ethics, and academic experiences in an exemplary manner; thus enhancing both the students' education and the departments' functioning. The department has been reduced to only twelve sections offered for Spring 2010; the sections are primarily taught by adjunct faculty. Further reductions to the dance program curriculum offerings will result in serious, detrimental effects to program feasibility.
- d) Both full and part-time faculty in this department continue to maintain a high profile in the professional arena, guaranteeing a balance of academic and practical educational experience for the student.

Previous Recommendations Completed

- a) Additional part-time faculty to expand our availability to meet an ever-increasing student demand. **COMPLETED:** Currently four adjunct faculty teach in the dance program. This program review notes that additional cuts will result in the dismissal of one or more of these adjuncts, severely impacting the success and feasibility of the dance programs' goals for degree and certificate completion, as well as diversity of offerings.

Recommendations

Recommendation								
A new all purpose dance floor is required.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
The dance floor in	2010	Slack/	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Recommendation								
A state-of-the-art video production facility, perhaps for inter-disciplinary utilization with the Recording Arts Department.								
			Impact					
Action/Activities	Target Date	Person Responsible	FNIC	Facilities	Software	Equipment	Personnel	Other
Continue to list through the Annual Program Review process.	Ongoing	Vaughan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

17. Evaluation Criteria – Compliance

Commendations

- a) All courses are in compliance with State, District and agency regulations. Courses that are designed for transfer have never been challenged by universities with regard to acceptance. Our curriculum is consistent with accepted methods of instruction while implementing the highest innovative professional standards.

Previous Recommendations Completed

- a) No previous recommendations.

Recommendations

- a) None

18. Evaluation Criteria – Other

19. Attachment A: Curriculum Course Outlines of Record

20. Attachment B: Catalog Pages & Sample Syllabi

21. Attachment C: Library Resources Report

22. Attachment D: Articulation Status

23. Attachment E: Academic Senate Checklist

24. Attachment F: Curriculum Checklist

25. Attachment G: Other

DIAGRAM OF PROPOSED SEQUENCE (REVISED 2/11/10)

Note: This is a 60 unit Certificate requiring a four semester, 15 unit (average) per semester schedule. A dancer who already has proficiency in some of the disciplines could possibly test out of some the units (Beg. Tap, Jazz, and/or Ballet) and complete the certificate sooner.

Semester I

Danc 162 Beg. Ballet (1 unit)
Danc 160 Beg. Jazz (1 unit)
Danc 159 Beg. Tap (1 unit)
Danc 158 Hip Hop Dance Tech (1 unit)
Danc 130 Alignment/Correctives (2)
Danc 164 Commercial Dance Tech. (2)
Danc 263 Dance for Mus. Theatre (4)
Danc 289 Dance Concert Production (3)

Semester III

Mus 214 Mus. Theatre Techniques (4)
Danc 272 Inter. Ballet 2 (1)
Danc 270 Inter. Jazz 2 (1)
Danc 269 Inter. Tap 2 (1)

Semester II

Danc 162 Int. Ballet 1 (1 unit)
Danc 160 Int. Jazz 1 (1 unit)
Danc 159 Int. Tap 1 (1 unit)
Danc 158 Hip-Hop Dance Tech (1)
Danc 130 Alignment/Correctives (2)
Danc 164 Commercial Dance Tech. (2)
Danc 264 Popular Dance Tech. (4)
Danc 289 Dance Concert Production (3)

Semester IV

Danc 158 Hip-Hop Dance Tech (1)
Danc 272 Inter. Ballet 2 (1)
Danc 260 Inter. Jazz 1 (1)
Danc 270 Inter. Jazz 2 (1)

Danc 172 Composition in Group Form (2) Dance 279 Adv. Tap 1 (1)
 Danc 102 Dance History (3) Mus 115 Beg. Voice (2)
 THEA 201 Acting Fundamentals (3) Danc 289 Dance Concert Prod. (3)
 Danc 158 Hip-Hop Dance Tech (1) Mus 215 Mus. Theatre Prod. (4)

26. Dance A.A. Degree Major

PROGRAM OF STUDY		
<u>Dance A.A. Degree Major</u>		
This degree provides students with a foundational dance background, encompassing a strong emphasis in various dance techniques as well as history, basic kinesiology and performance practicum.		
Note that all courses listed must be successfully completed.		
This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:		
Dance Technique		Units
DANC103	Introduction to Dance	1
DANC159	Beginning Tap	1
DANC158	Hip-Hop Dance Techniques	1
DANC161	Beginning Modern Dance	1
DANC162	Beginning Ballet	1
DANC259	Intermediate Tap I	1
DANC260	Intermediate Jazz Dance I	1
DANC262	Intermediate Ballet I	1
DANC270	Intermediate Jazz Dance II	1
DANC272	Intermediate Ballet II	1
Dance History		Units
DANC102	History of Dance	3
Kinesiology		Units
DANC130	Alignment and Correctives	2
Performance Practicum		Units
DANC289	Dance Concert Production	3
Total Units		18

H. ACTION ITEMS

1. Consent Items

Routine items of business placed on the consent agenda already have been carefully screened by members of the staff and reviewed in advance by Board members. Upon request of any Board member, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Recommendation: Moved by _____ and seconded by _____ to approve the CONSENT ITEMS as listed (with the following exceptions):

Remove from consent list: _____, _____, _____, _____, _____, _____

Business Services

- a. Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted. (Page 76)
- b. Authorization is requested to approve facility rentals and usage. (Page 79)
- c. Authorization is requested to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction by The Liquidation Company or donation to another public entity. (Page 81)
- d. Authorization is requested to approve the award of bid #04-0910, Campus Safety Landscape Project, to Kasa Construction of Ontario, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$89,900 is within budget and will be funded from Measure G Bond Funds. (Page 83)

Personnel Recommendations

- e. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 85)
- f. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 101)

(CONTINUED)

H. ACTION ITEMS (continued)

1. Consent Items

Personnel Recommendations

- g. Authorization is requested to approve the employment of short-term, non-academic employees and substitutes. (Page 104)

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Independent Contractor/Consultant Agreements	Information	_____
		Enclosure(s)	X

BACKGROUND

Independent contractor/consultant agreements within budget.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted.

Carol R. Horton
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.a.

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – June 8, 2010

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
School Services of California, Inc.	\$5,000.00max	District	7/1/10-6/30/11	Community College Updates
<u>CHILD DEVELOPMENT CENTER</u>				
Anderson, Holly	\$756.00max	Grant	7/1/10-6/30/11	Foster Care Ed
Brett, Brianna	\$576.00max	Grant	7/1/10-6/30/11	Foster Care Ed
Brett, Brianna	\$200.00max	Grant	7/1/10-6/30/11	Shadow Training for Foster Parents
Butler, Sarah	\$1,104.00max	Grant	7/1/10-6/30/11	Foster Care Ed
Dixon, Karen	\$5,000.00max	Grant	7/1/10-12/31/10	Foster Care Ed
Garcia, Raymond	\$4,000.00max	Grant	7/1/10-12/31/10	Foster Care Ed
Garcia, Raymond	\$500.00max	Grant	7/1/10-12/31/10	Shadow Trainer for Foster Youth
Hernandez, Jaime	\$4,600.00max	Grant	7/1/10-12/31/10	Foster Care Ed
Hill, James	\$3,000.00max	Grant	7/1/10-6/30/11	Facilitation for Foster Parent Training
Lee, Michael	\$600.00max	Grant	7/1/10-12/31/10	WRAT Assessor
Lee, Michael	\$4,000.00max	Grant	7/1/10-12/31/10	Foster Care Ed
Maldonado, Omar	\$30,000.00max	Grant	7/1/10-12/31/10	Outreach Advisor for Foster Youth
Matthews, Elitia	\$4,000.00max	Grant	7/1/10-12/31/10	Foster Care Ed
Matthews, Elitia	\$500.00max	Grant	7/1/10-12/31/10	Shadow Trainer for Foster Youth
Mitjans, Aurelio	\$4,000.00max	Grant	7/1/10-6/30/11	Foster Care Ed
Sims, Diana	\$200.00max	Grant	7/1/10-6/30/11	Shadow Training for Foster Parents
<u>COMMUNITY EDUCATION</u>				
Binder, Farla	40% of fees	fees	7/29/10-7/29/10	Special Event/Wedding Planner
Carter, Jethro	40% of fees	fees	6/26/10-6/26/10	Self-Hypnosis for Self-Improvement
Hicks, Garrett	40% of fees	fees	6/15/10-6/26/10	Writing for Kids & Family Audience
Jackson, Michelle	40% of fees	fees	7/26/10-7/26/10	Teen Makeup & Skin Care
Jackson, Michelle	40% of fees	fees	8/9/10-8/9/10	Teen Makeup & Skin Care
Jackson, Michelle	40% of fees	fees	7/26/10-7/26/10	Mom & Daughter Makeover
Jackson, Michelle	40% of fees	fees	7/26/10-7/26/10	Mom & Daughter Makeover (discount)
Jackson, Michelle	40% of fees	fees	8/9/10-8/9/10	Mom & Daughter Makeover
Jackson, Michelle	40% of fees	fees	8/9/10-8/9/10	Mom & Daughter Makeover (discount)
Jim Lindsay Productions, Inc.	50% of fees	fees	6/14/10-7/9/10	One Year HD Film School
Jim Lindsay Productions, Inc.	50% of fees	fees	7/12/10-8/6/10	One Year HD Film School
Jim Lindsay Productions, Inc.	50% of fees	fees	6/26/10-6/27/10	Can I Make It In Television?
Jim Lindsay Productions, Inc.	50% of fees	fees	7/17/10-7/18/10	Can I Make It In Television?
Jim Lindsay Productions, Inc.	50% of fees	fees	8/7/10-8/8/10	Can I Make It In Television?
KGP Consulting, LLC	40% of fees	fees	6/21/10-6/24/10	Intro to Medical Insurance Billing
KGP Consulting, LLC	40% of fees	fees	6/27/10-6/27/10	Worker's Comp & Personal Injury
KGP Consulting, LLC	40% of fees	fees	6/26/10-6/26/10	Advanced Medical Ins Billing
KGP Consulting, LLC	40% of fees	fees	6/26/10-6/26/10	Start a Medical Billing Service
KGP Consulting, LLC	40% of fees	fees	6/27/10-6/27/10	Computerized Medical Ins Billing
KGP Consulting, LLC	40% of fees	fees	6/21/10-6/27/10	Medical Ins Billing Certificate
Manzo, Cathy	40% of fees	fees	6/17/10-7/22/10	Children's Drawing & Painting
Manzo, Cathy	40% of fees	fees	6/17/10-7/22/10	Pre-Teen Drawing & Painting
Moran, Elaine	40% of fees	fees	7/20/10-7/20/10	Become a Mystery Shopper
Napoli, William	40% of fees	fees	7/10/10-7/17/10	Photo Magic – Adobe Photoshop CS3
Napoli, William	40% of fees	fees	8/7/10-8/7/10	Spectacular PowerPoint 2007
Netherly, Betty	50% of fees	fees	7/24/10-7/24/10	Beauty Makeover on a Budget
Nicholson, Kellie	40% of fees	fees	7/10/10-7/17/10	The Business of Bartending
Notary Public Seminars, Inc.	40% of fees	fees	7/17/10-7/17/10	Become a Notary in One Day
Notary Public Seminars, Inc.	40% of fees	fees	7/24/10-7/25/10	Become a Child Visitation Monitor
Pappas, Margaret	50% of fees	fees	7/14/10-7/14/10	Unclutter Your Mind

Prange, Rebecca	40% of fees	fees	7/14/10-7/21/10	Sewing Machine Basics
Rizzardi, Yolanda	40% of fees	fees	6/26/10-6/26/10	Beginning Rubber Stamping I
Rizzardi, Yolanda	40% of fees	fees	8/14/10-8/14/10	Beginning Rubber Stamping II
Rounds, Miller & Associates	40% of fees	fees	7/12/10-7/12/10	Building Your Own Website
Rounds, Miller & Associates	40% of fees	fees	7/13/10-7/13/10	Cashing In On Your Ideas & Inventions
Rounds, Miller & Associates	40% of fees	fees	7/12/10-7/12/10	Eliminate Clutter in Your Life
Rounds, Miller & Associates	40% of fees	fees	7/13/10-7/13/10	Professional Speaking
Sproesser, Zoia	40% of fees	fees	6/19/10-7/31/10	Beginning Conversational Russian
Tucker, Raymond	50% of fees	fees	6/16/10-7/7/10	Floral Design I
Tucker, Raymond	50% of fees	fees	7/22/10-8/12/10	Floral Design II
Tucker, Raymond	50% of fees	fees	8/4/10-8/11/10	Intro to Fine Art Acrylic Painting
Tucker, Raymond	50% of fees	fees	8/2/10-8/9/10	Fun With Flowers and Balloons
Tucker, Raymond	50% of fees	fees	6/15/10-6/15/10	Tropical Floral Design-Class#1
Tucker, Raymond	50% of fees	fees	6/22/10-6/22/10	Tropical Floral Design-Class#2
Tucker, Raymond	50% of fees	fees	6/29/10-6/29/10	Tropical Floral Design-Class#3
Tucker, Raymond	50% of fees	fees	7/6/10-7/6/10	Tropical Floral Design-Class #4
Tucker, Raymond	50% of fees	fees	7/13/10-7/13/10	Tropical Floral Design-Class #5
Tucker, Raymond	50% of fees	fees	7/20/10-7/20/10	Tropical Floral Design-Class #6
Turpurins, Sandra	40% of fees	fees	7/17/10-7/17/10	How to Be a First Time Buyer
Voices for All, LLC	40% of fees	fees	6/15/10-6/15/10	Introduction to Voice Acting
 <u>FINANCIAL AID</u>				
Monrovia Unified School District	no fee	no fee	7/1/10-6/30/11	Federal Work Study Program
 <u>FINE AND PERFORMING ARTS</u>				
Brown, Holly	\$1,000.00max	District	6/9/10-6/30/10	Musician Services
Castler, Gary	\$1,800.00max	District	7/1/10-6/30/11	Costume Design
Krinke, Jordan	\$1,150.00max	District	6/9/10-6/30/10	Choreography Assistant
 <u>GOLF DRIVING RANGE</u>				
Rossman, Ricky	\$80.00per hour	Fees	7/1/10-6/30/11	Individual Golf Lessons with Swing Analysis
Rossman, Ricky	\$75.00per student	Fees	7/1/10-6/30/11	Series of Group Lessons
 <u>HEALTH SCIENCES</u>				
Mejia, Marc	\$2,000.00max	Grant	3/2/10-6/30/10 <i>Revision</i>	Videographer for Medical Emergency Scenario for Nursing, CAN, Dental & CAN
 <u>STAFF DEVELOPMENT</u>				
Vantage Resources, Inc.	\$500.00max	District	6/1/10-6/30/10	Evaluation & Goal Setting Workshop

Note: A standard District agreement for Independent Contractor/Consultant will be completed for each consultant

**Use of Facilities
June 8, 2010**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
Len Mink Ministries	Recording Arts Studio	Vocal Recording	5/3/10, 5/4/10, 5/5/10 and 5/6/10	\$1,700.00
Westwind Musical Productions	Recording Arts Studio	Vocal Overdubbing	5/5/2010	\$320.00
Yong-Kwan Kim	Recording Arts Studio	Guitar Overdubbing	5/7/2010	\$400.00
O'Hara Creative Services	Recording Arts Studio	Vocal Overdubbing	5/15/2010	\$400.00
Sandberg Middle School	Pool	7th Grade Pool Party	6/9/2010	\$450.00 plus additional labor if required
Red Dragon Karate	Gym	Martial Arts Tournament	6/12 & 6/13/10	\$1,418.75 plus additional labor if required
FLS International	Center for Innovation Community Room	Orientation	6/14/2010	\$100.00 plus additional labor if required
FLS International	Campus Center East Wing	Homestay Kickoff	6/15/2010	\$225.00 plus additional labor if required
Johnny Allen Tennis Academy	Tennis Courts	Tennis Tournament	6/26 & 6/27/10	\$300.00 plus additional labor if required
FLS International	AN101, 102, P3-105, PC303, LB103, LB105, VT215, TC229	Summer Classes	6/28 through 8/13/10	\$13,600.00 plus additional labor if required
Johnny Allen Tennis Academy	Tennis Courts	Tennis Tournament	7/3/2010	\$150.00 plus additional labor if required
City of Glendora	Parking Lots S9 and E6	Parking for City Event	7/5/2010	No rental fee
Tzu Chi Foundation USA	Performing Arts Center	Promotion of Da Ai Programs	7/31/2010	\$3,625.00 plus additional labor if required
ITT Technical Institute	Performing Arts Center	Graduation Ceremonies	9/30/10, 12/7/10, 3/24/11 and 6/23/11	\$8,000.00 plus additional labor if required
Diamond Bar High School	Performing Arts Center and PA192	Show Choir Competition	2/4/2011	\$4,200.00 plus additional labor if required
ArtsPower, Inc.	Performing Arts Center	Children's Performance	3/4/2011	\$1,800.00 plus additional labor if required
Rotary Club of Glendora	Performing Arts Center	Glendora Choral Festival	3/25/2011	\$3,350.00 plus additional labor if required

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Disposal of Surplus Property	Information	_____
		Enclosure(s)	X

BACKGROUND

Education Code Section 81450 - 81455 authorizes the governing board of any community college district to exchange for value, sell or donate any personal property belonging to the district if the property is not required for college purposes. It further allows any district to contract with a private auction firm to dispose of these items. The Citrus Community College District contracts with The Liquidation Company of Fontana for these services.

From time to time the District sends items no longer needed for college use to The Liquidation Company to be sold at public auction to the highest bidder or donation to another public entity. A list of such items is submitted herewith for the Board of Trustees to approve for disposal.

This item was prepared by Robert Iverson, Director of Purchasing and Warehouse.

RECOMMENDATION

Authorization is requested to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction by The Liquidation Company or donation to another public entity.

Carol R. Horton
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.c. _____

Surplus Inventory List
June 8, 2010 Board Agenda

- 1 baseball backstop
- 1 line marker
- 2 file cabinets
- 1 coffee maker
- 1 push mower
- 14 chairs

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Award of Contract, Bid #04-0910, Campus Safety Landscape Project	Information	
		Enclosure(s)	X

BACKGROUND

The Board of Trustees approves the award of all contracts for construction. Four bids were received for bid #04-0910, Campus Safety Landscape Project on May 12, 2010. The responsive and responsible bid was submitted by Kasa Construction of Ontario, California. The bid price of \$89,900.00 is within budget and will be funded from Measure G Bond Funds. Staff has verified their contractor's license, bid bond and all required bid documents.

This item was prepared by Robert Iverson, Director of Purchasing and Warehouse.

RECOMMENDATION

Authorization is requested to approve the award of bid #04-0910, Campus Safety Landscape Project, to Kasa Construction of Ontario, California and authorize the Vice President of Finance and Administrative Services to execute the contract on behalf of the District. The bid price of \$89,900 is within budget and will be funded from Measure G Bond Funds.

Carol Horton
Recommended by

Moved / Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. _____ H.1.d. _____

CITRUS COMMUNITY COLLEGE DISTRICT

BID RESULTS

#04-0910, CAMPUS SAFETY LANDSCAPE PROJECT

Bid Opening: May 12, 2010, 2:00 p.m.

1	\$ 89,900.00	Kasa Construction, Inc.
2	\$100,015.13	American West Landscape, Inc.
3	\$119,300.00	Siapin Horticulture, Inc.
4	\$134,000.00	Sunrise Landscape Co., Inc.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X _____
DATE	June 8, 2010	Resolution	_____ _____
SUBJECT:	Academic Employees	Information	_____ _____
		Enclosure(s)	X _____

BACKGROUND

Enclosed are personnel actions with regard to the employment, change of status, and/or separation of academic employees approved by the Director responsible for the supervision of the specific area.

This item was prepared by Linda Hughes, Human Resources Technician II.

RECOMMENDATION

Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees.

Robert Sammis
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.e. _____

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JUNE 8, 2010**

NAME	CLASSIFICATION	STATUS	DEPARTMENT	BEGIN	END	RATE	
Arroyo, Yolanda	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Au, Susanna	Instructor		Drafting/Engineering	07/01/10	12/31/10	\$44.90	hr.
Aurelio, Joanne	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Avila, Naomi	Counselor		Career, Technical & Continuing Education	07/01/10	12/31/10	\$44.90	hr.
Baez, Michelle	Permit Teacher		Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Bender, Thomas	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Boyden, Pixie	Instructor		Information Technology	07/01/10	12/31/10	\$44.90	hr.
Brown, David	Instructor	During unassigned time	Automotive	07/01/10	12/31/10	\$50.72	hr.
Brown, Diane	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Buchwald, Leigh	Instructor	During unassigned time	Information Technology	07/01/10	12/31/10	\$50.72	hr.
Burch, Emily	Counselor		Nursing	07/01/10	12/31/10	\$44.90	hr.
Castro, Juan	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Cendejas, Diane	Permit Teacher		Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Chan, Linda	Instructor		Astronomy	02/23/11	06/30/11	\$44.90	hr.
Clark, Jeremy	Instructor	Toyota Technician Education Network	Career, Technical & Continuing Education	06/21/10	08/12/10	\$1,500.00	tl.
Clark, Jeremy	Instructor	During unassigned time	Automotive	07/01/10	12/31/10	\$50.72	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JUNE 8, 2010**

NAME	CLASSIFICATION	STATUS	DEPARTMENT	BEGIN	END	RATE	
Eckear, Chris	Instructor	During unassigned time	Automotive	07/01/10	12/31/10	\$50.72	hr.
Fasulyn, Aygush	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Fernandez, Richard	Instructor	During unassigned time	Drafting/Engineering	07/01/10	12/31/10	\$50.72	hr.
Figueroa, Mabel	Permit Teacher		Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Fuller, Elizabeth	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Glenn, Yasuko	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Gonzalez, Juan	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Kennedy, Susan	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Korn, Dennis	Instructor	During unassigned time	Automotive	07/01/10	12/31/10	\$50.72	hr.
Leach, Kim	Permit Teacher		Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Lipp, Greg	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Liskey, Renee	Instructor	Choreography, CSC "Anything Goes"	Music	06/09/10	07/08/10	\$4,140.00	tl.
Luke, Thomas	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Maldonado, Maura	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Mallory, Roy	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JUNE 8, 2010**

NAME	CLASSIFICATION	STATUS	DEPARTMENT	BEGIN	END	RATE	
Medrano, Esmeralda	Instructor	Development summer math program	Non Credit	05/01/10	06/30/10	\$8,000.00	tl.
Medrano, Esmeralda	Instructor	Supervision of summer math program	Non Credit	07/01/10	08/31/10	\$2,000.00	tl.
Mitzen, Kathy		VTEA Registered Nursing project	Nursing	07/01/10	12/31/10	\$680.00	da.
Morrill Eugene	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Navarro, Alicia	Permit Teacher		Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Norton, Jeffrey	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Opulencia, Cherlou	Counselor		Nursing	07/01/10	12/31/10	\$44.90	hr.
Perry, Virginia	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Reeder, Bonnie	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Rios, Amelia	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Ruiz, Priscilla	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Schumacher, Barbara	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Shrope, Douglas	Instructor	Principal/Producer CSC "Anything Goes"	Music	06/21/10	07/24/10	\$4,200.00	tl.
Stoltz, Gregg	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Stoner, Bruce	Instructor	During unassigned time	Electrical/Information Technology	07/01/10	12/31/10	\$50.72	hr.

**ACADEMIC EMPLOYEES
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
JUNE 8, 2010**

NAME	CLASSIFICATION	STATUS	DEPARTMENT	BEGIN	END	RATE	
Strickland, Ebony	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Swatzel, James	Instructor	POWER Math Program	STEM ULV Grant	07/06/10	08/26/10	\$4,000.00	tl.
Sweeney, Kathryn	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Tabata, Flint	Instructor		Drafting	07/01/10	12/31/10	\$44.90	hr.
Tran, Hong	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Tucker, Gail	Instructor	VTEA Vocational Nursing project	Nursing	07/01/10	12/31/10	\$50.72	hr.
Valverde, Yesenia	Instructor	Choreography, Dance Summer Class Specialty Workshop	Dance	06/21/10	06/25/10	\$380.00	tl.
Varela, Claudia	Permit Teacher	During unassigned time	Orfalea Family Children's Center	07/01/10	12/21/10	\$18.48	hr.
Vinci, Dominic	Instructor		Automotive	07/01/10	12/31/10	\$44.90	hr.
Yu, Jane	Instructor		Drafting	07/01/10	12/31/10	\$44.90	hr.

**ACADEMIC EMPLOYEES
ADJUNCT FALL 2010
JUNE 8, 2010**

NAME	Department/Discipline	Lecture	Placement	Unit Rate	Hourly Rate
Hernandez, Gary	English	Lecture	2-6	\$1,174	\$67.06
Maestas, Michael	Water Technology	Lecture	1-1	\$1,025	\$58.54

**ACADEMIC EMPLOYEES
ADJUNCT SPRING 2011
JUNE 8, 2010**

NAME	Department/Discipline	Lecture	Placement	Unit Rate	Hourly Rate
Chan, Linda	Astronomy	Lecture	1-1	\$1,025	\$58.54

**ACADEMIC EMPLOYEES
ADJUNCT SUMMER 2010
JUNE 8, 2010**

NAME	Department/Discipline	Lecture	Placement	Unit Rate	Hourly Rate
Acosta, Jorge	Counseling	Lecture	1-1	\$1,025	\$58.54
Burns, Linda	Reading	Lecture	4-6	\$1,281	\$73.17
Desimone, Natalie	Counseling	Lecture	1-1	\$1,025	\$58.54
McDonald, Tamara	Physical Education	Lecture	1-1	\$1,025	\$58.54
Rowley, Dianne	Reading	Lecture	1-2	\$1,025	\$58.54

**ACADEMIC EMPLOYEES
OVERLOAD SUMMER 2010
JUNE 8, 2010**

NAME	Department/Discipline	Lecture	Placement	Unit Rate	Hourly Rate
Swatzel, James	Mathematics	Lecture	2-10	\$1,333	\$76.17
Tucker, Gail	Licensed Vocational Nursing	Lecture	3-25	\$1,582	\$90.40

**ACADEMIC EMPLOYEES
2009-2010 LAB SUPERVISORS
JUNE 8, 2010**

Name	Adjunct or Full Time	Department	Begin	End	Placement	Hourly Rate
Beach, Kristine	A	Learning Center	6/9/2010	06/30/10	1-1	\$27.68

**ACADEMIC EMPLOYEES
2010-2011 LAB SUPERVISORS
JUNE 8, 2010**

Name	Adjunct or Full Time	Department	Begin	End	Placement	Hourly Rate
Abbassi, Ali	A	STEM	7/1/2010	12/31/10	3-3	\$34.45
Alvarado, Noel	A	STEM	7/1/2010	12/31/10	1-3	\$30.90
Anderson, Brian	F	STEM	7/1/2010	12/31/10	2-13	\$33.10
Beach, Kristine	A	Learning Center	7/1/2010	12/31/10	1-1	\$27.68
Casey, David	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Chun, Mina	A	STEM	7/1/2010	12/31/10	2-3	\$32.19
Everest, Robert	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Gong, Catherine	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Gonzalez, Rudy	F	STEM	7/1/2010	12/31/10	2-13	\$33.10
Gutierrez, Jesus	F	STEM	7/1/2010	12/31/10	2-13	\$33.10
Kim, Edward	A	STEM	7/1/2010	12/31/10	2-3	\$32.69
Le, Tieng	A	STEM	7/1/2010	12/31/10	4-3	\$36.23
Lei, Li	A	STEM	7/1/2010	12/31/10	2-3	\$32.69
Leung, Sing	A	STEM	7/1/2010	12/31/10	4-3	\$36.23
Lopez, Emma	A	STEM	7/1/2010	12/31/10	1-3	\$30.90
Low, Joyce	F	STEM	7/1/2010	12/31/10	3-13	\$34.87
Medrano, Esmeralda	F	STEM	7/1/2010	12/31/10	2-13	\$33.10
Morrison, Joanne	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Nalbandyan, Zorayr	A	STEM	7/1/2010	12/31/10	1-3	\$30.90
Ng, Sun	A	STEM	7/1/2010	12/31/10	2-3	\$32.69
Nguyen, Cynthia	A	STEM	7/1/2010	12/31/10	2-3	\$32.69
Nguyen, Tracy	A	STEM	7/1/2010	12/31/10	2-3	\$32.69
Nguyenhuu, Rick	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Odrich, Steve	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Paek, Hyeyi	F	STEM	7/1/2010	12/31/10	3-13	\$34.87
Riderer, Lucia	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Scott, Chris	F	STEM	7/1/2010	12/31/10	3-13	\$34.87
Swan, Alfie	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Swatzel, James	F	STEM	7/1/2010	12/31/10	2-13	\$33.10
Tippins, Ralph	F	STEM	7/1/2010	12/31/10	4-13	\$36.67
Trad, Mohamad	F	STEM	7/1/2010	12/31/10	3-13	\$34.87
Tseng, Kelly	A	STEM	7/1/2010	12/31/10	2-3	\$32.69
Tussy, Alan	F	STEM	7/1/2010	12/31/10	4-13	\$36.67

ACADEMIC EMPLOYEES
2010-2011 LAB SUPERVISORS
JUNE 8, 2010

White, Sheila	F	STEM	7/1/2010	12/31/10	3-13	\$34.87
Zhuang, Ying	F	STEM	7/1/2010	12/31/10	4-13	\$36.67

**ACADEMIC EMPLOYEES
SUMMER 2010
NON CREDIT
JUNE 8, 2010**

Name	Department/Discipline	Placement	Hourly Rate
Ahrens, Janice	Non Credit	1-3	\$42.24
Alfred, Linda	Non Credit/Duarte High School	1-3	\$42.24
Amaro, Shelley	Non Credit	1-3	\$42.24
Barsh, Richard	Non Credit/Azusa High School	1-3	\$42.24
Belt, Christine	Non Credit	1-3	\$42.24
Bermudez, Frank	Non Credit	1-3	\$42.24
Bidwell, Charles	Non Credit	1-3	\$42.24
Bidwell, Yvonne	Non Credit	1-3	\$42.24
Bliss, Phillip	Non Credit	1-1	\$38.43
Bowling, Brent	Non Credit/Azusa High School	1-3	\$42.24
Branch, Melinda	Non Credit/Duarte High School	1-1	\$38.43
Briones, Art	Non Credit	1-3	\$42.24
Brown, Lorraine	Non Credit	1-3	\$42.24
Bruce, Diana	Non Credit	1-3	\$42.24
Calvillo, Nestor	Non Credit/Azusa High School	1-1	\$38.43
Carter, Tomeika	Non Credit/Monrovia High School	1-1	\$38.43
Chamberlain, David	Non Credit/Claremont High School	1-3	\$42.24
Cheung, Leonard	Non Credit/Monrovia High School	1-1	\$38.43
Chou, Kathy	Non Credit	1-3	\$42.24
Christopher, Karen	Non Credit	1-3	\$42.24
Ciccoianni, Paul	Non Credit/Azusa High School	1-3	\$42.24
Clark, Diana	Non Credit	1-3	\$42.24
Cooper, Brian	Non Credit/Claremont High School	1-3	\$42.24
Cooper, Dwight	Non Credit/Duarte High School	1-3	\$42.24
Crawford, Tiffany	Non Credit	1-1	\$38.43
Cronin, Mary	Non Credit	1-3	\$42.24
Danova, Veselka	Non Credit	1-2	\$40.31
Deering, Tiffany	Non Credit/Duarte High School	1-3	\$42.24
Del Rosario, Efigenia	Non Credit	1-3	\$42.24
DeTorres, Belinda	Non Credit/Azusa High School	1-1	\$38.43
Dolter, Douglas	Non Credit/Azusa High School	1-3	\$42.24
Duff, Shawn	Non Credit/Monrovia High School	1-1	\$38.43
Durbin, Maureen	Non Credit	1-3	\$42.24

**ACADEMIC EMPLOYEES
SUMMER 2010
NON CREDIT
JUNE 8, 2010**

Name	Department/Discipline	Placement	Hourly Rate
Dyer, Gordon	Non Credit	1-3	\$42.24
Eagleton, Jonathan	Non Credit/Claremont High School	1-3	\$42.24
Edwards, Jason	Non Credit/Monrovia High School	1-1	\$38.43
Faradineh, Regina	Non Credit	1-1	\$38.43
Fieri, Carol	Non Credit/Azusa High School	1-1	\$38.43
Foster, Debra	Non Credit	1-3	\$42.24
Frazer, Peter	Non Credit/Claremont High School	1-3	\$42.24
Garcia, Raelynn	Non Credit	1-3	\$42.24
Garrison, Steve	Non Credit/Monrovia High School	1-3	\$42.24
Glavin, Kevin	Non Credit/Claremont High School	1-3	\$42.24
Gonsalves, Nancy	Non Credit	1-3	\$42.24
Graham, Nedra	Non Credit/Monrovia High School	1-1	\$38.43
Gulli, Lisa	Non Credit	1-3	\$42.24
Gulli, Pam	Non Credit	1-3	\$42.24
Hardesty, Patricia	Non Credit	1-3	\$42.24
Hartman, Steve	Non Credit	1-3	\$42.24
Hayes, Lisa	Non Credit/Azusa High School	1-1	\$38.43
Hernandez, Regina	Non Credit/Azusa High School	1-3	\$42.24
Hilliard, Mark	Non Credit	1-3	\$42.24
Hodgin, David	Non Credit	1-3	\$42.24
Ilharreguy, Brian P	Non Credit/Monrovia High School	1-1	\$38.43
Jenkins, Eric	Non Credit/Duarte High School	1-1	\$38.43
Kapono, Kennard	Non Credit/Duarte High School	1-1	\$38.43
Kassab, Mohamad	Non Credit	1-1	\$38.43
Kear, Brad	Non Credit/Azusa High School	1-3	\$42.24
Kelly, Patricia	Non Credit	1-3	\$42.24
Kesarwani, Seema	Non Credit/Duarte High School	1-3	\$42.24
Khalaf, Nancy	Non Credit/Monrovia High School	1-1	\$38.43
Klaus, Barbara	Non Credit/Azusa High School	1-3	\$42.24
Kyhn, Bryan	Non Credit/Claremont High School	1-1	\$38.43
Lambright, Gary	Non Credit/Azusa High School	1-3	\$42.24
Lei, Le	Non Credit	1-1	\$38.43
Long, Sheryce	Non Credit/Azusa High School	1-1	\$38.43
Lopez, Ana	Non Credit	1-3	\$42.24

**ACADEMIC EMPLOYEES
SUMMER 2010
NON CREDIT
JUNE 8, 2010**

Name	Department/Discipline	Placement	Hourly Rate
Marion, Joel	Non Credit/Duarte High School	1-3	\$42.24
Mariscal, Pauline	Non Credit/Monrovia High School	1-1	\$38.43
Martinez, Georgia	Non Credit/Azusa High School	1-1	\$38.43
Menberu, Miekael	Non Credit	1-2	\$40.31
Middleton, Michael	Non Credit	1-3	\$42.24
Moore, Gavin	Non Credit/Azusa High School	1-3	\$42.24
Moreno, Gerardo	Non Credit/Duarte High School	1-1	\$38.43
Nguyen, Tracy	Non Credit	1-3	\$42.24
Oberbeck, Jaimie	Non Credit/Claremont High School	1-2	\$40.31
Oldaker, Margaret	Non Credit/Azusa High School	1-1	\$38.43
O'Neill, Richard	Non Credit/Claremont High School	1-3	\$42.24
Ortiz, Frank	Non Credit	1-3	\$42.24
Powers, Cristine	Non Credit	1-3	\$42.24
Prendergast-Wylie, Meaghan	Non Credit/Azusa High School	1-3	\$42.24
Reale, Tom	Non Credit/Monrovia High School	1-3	\$42.24
Renoso, Artemio	Non Credit/Duarte High School	1-1	\$38.43
Ryan, Rebecca	Non Credit	1-3	\$42.24
Sailors, Bernetta	Non Credit	1-3	\$42.24
Sailors-Reyes, Dana	Non Credit	1-3	\$42.24
Segal, Marc	Non Credit/Monrovia High School	1-3	\$42.24
Sena, Vanessa	Non Credit/Azusa High School	1-1	\$38.43
Sieg, Levi	Non Credit/Claremont High School	1-3	\$42.24
Soznovsky, Brian	Non Credit/Claremont High School	1-1	\$38.43
Spencer, Jamie	Non Credit/Azusa High School	1-1	\$38.43
Sprankle, Matt	Non Credit/Claremont High School	1-3	\$42.24
Stavrindies, K.J.	Non Credit	1-3	\$42.24
Stein, Martha	Non Credit/Claremont High School	1-3	\$42.24
Stengel, Swava	Non Credit/Monrovia High School	1-3	\$42.24
Swatzel, Paul James	Non Credit	1-3	\$42.24
Tercero, Sharon	Non Credit	1-3	\$42.24
Thomas, Gina	Non Credit	1-3	\$42.24
Trujillo, Ana	Non Credit	1-1	\$38.43
Vazquez, Luis	Non Credit/Monrovia High School	1-3	\$42.24

ACADEMIC EMPLOYEES

SUMMER 2010

NON CREDIT

JUNE 8, 2010

Name	Department/Discipline	Placement	Hourly Rate
Wagner, Michael	Non Credit/Monrovia High School	1-1	\$38.43
Wang, Karen	Non Credit	1-1	\$38.43
Ward, Victoria	Non Credit/Azusa High School	1-3	\$42.24
Webner, Anthony	Non Credit/Claremont High School	1-3	\$42.24
Wedgworth, Trinity	Non Credit/Monrovia High School	1-1	\$38.43
Welch, David	Non Credit/Azusa High School	1-1	\$38.43
Widdows, Allen	Non Credit/Monrovia High School	1-1	\$38.43
Wilson, Heidi	Non Credit/Monrovia High School	1-3	\$38.43
Woodrick, Katie	Non Credit/Monrovia High School	1-1	\$38.43

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Classified Employees	Information	
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment, change of status, and/or separation of classified employees approved by the Director responsible for the supervision of the specific area.

This item was prepared by Kai Wattree-Jackson, Human Resources Technician II.

RECOMMENDATION

Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees.

Robert Sammis
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.1.f. _____

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
JUNE 8, 2010**

NAME	CLASSIFICATION	REASON	DEPT.	MOS.	PRCT.	BEGIN	END	RANGE & STEP	MONTHL' RATE
Lopez, Fe	Payroll Coordinator	Extend Temporary Upgrade	Fiscal Services	12	100%	7/1/10	6/30/11	44-7 (40- 7+2I+2A)	\$5,927.40
Norris, Rhonda	Human Resources Assistant	Temporary Upgrade to fill in for an absent	Human Resources		100%	6/9/10	9/30/10	28-6	\$3,802.70

**CLASSIFIED EMPLOYEES
SEPARATIONS/LEAVES
JUNE 8, 2010**

Name	Classification	Department	Reason	Date(s) of Separation
Douglas, Tara	Professional Teacher Assistant	Cosmetology	FMLA	Up to 12 weeks unpaid leave beginning 5/17/10
Tyler, Mario	Custodian	Custodial	39 month rehire	4/15/10

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JUNE 8, 2010**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Ahmad, Mutaz	Stipend	Lead SI	STEM Grant	7/1/10	6/30/10		\$15.00pm
Alberto, Ricky	Student Services Assistant	Assist with textbooks	Bookstore	7/1/10	12/31/10	17-1	\$13.10/hr.
Alvarez, Carmelita	Student Services Assistant	Assist as needed	Bookstore	7/1/10	12/31/10	17-1	\$13.10/hr.
Anguiano, German	Food Service Assistant II	Assist as needed on the grill	Cafeteria	7/1/10	12/31/10	14-1	\$12.17/hr.
Arnold, Jared	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Aurelio, Joanne	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Bachman, Addison	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Baker, Greer	Financial Aid Technician	Assist as needed	Financial Aid	7/1/10	12/31/10	31-1	\$18.51/hr.
Banks, Elvester	Custodian	Assist as needed	Custodial	7/1/10	12/31/10	22-1	\$14.82/hr.
Barbone, Nico	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Brock, Cathleen Susan	Administrative Clerk I	Assist with the CTE Counselor VTEA project	VTEA-CTE Counselor Project	7/1/10	12/31/10	19-1	\$13.76/hr.
Buenorostro, Elizabeth	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JUNE 8, 2010**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Buenorostro, Elizabeth	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Butler, Larry	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Cabrales, Cecilia	Department Aide	Office help	Fiscal Services	7/1/10	8/31/10	1-Mar	\$9.27/hr.
Carganillo, Franklin	Maintenance Utility Worker	Event set-up and tear-down support and move support for new	Maintenance	7/1/10	12/31/10	29-1	\$17.62/hr.
Chavez, Johnny	Custodian	Assist as needed	Custodial	7/1/10	12/31/10	22-1	\$14.82/hr.
Chun, Xiaolu	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Clement, Scott	Stipend	Sound Design WE "Pop Show"	Music	6/9/10	6/12/10		\$1000/tl.
Cid, Albert	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Cope, James P.	Stipend	Perform all duties assigned to ensure the district's compliance with all local, state and federal codes	Risk Management	1/1/10	6/30/10		\$365/day
Cordova, Marcelo	Administrative Clerk II	Office coverage	Noncredit	7/1/10	12/31/10	22-1	\$14.82/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JUNE 8, 2010**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Cortez, Brittany	Department Aide	Assist lab supervisors in creating and revising customized PLATO	BSI/College Success Center	7/1/10	12/31/10	3-1	\$9.27/hr,
Cosume, Khayruddiyn	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Cruz, Carmen	Custodian	Assist as needed	Custodial	7/1/10	12/31/10	22-1	\$14.82/hr.
Cuccio, Cynthia	Guest Relations Assistant	Rental Assistance	Facilities Rental	7/1/10	12/31/10	1-Oct	\$11.02/hr.
Dauden, Cecilia R.	Administrative Clerk II	Assist with dispatch and office duties	Security	6/9/10	6/30/10	22-1	\$14.82/hr.
Dauden, Cecilia R.	Administrative Clerk II	Assist with dispatch and office duties	Security	7/1/10	12/31/10	22-1	\$14.82/hr.
Deeb, Jacqueline	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Dominguez, Savannah Sta	Student Services Assistant	Lead SI	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Drouillard, Caitlin E.	Department Aide	General office support	ASO-Student Affairs	7/1/10	12/31/10	3-1	\$9.27/hr.
Espina, Jocelyn	Student Services Assistant	Tutoring for Summer POWER Math Program	ULV STEM Grant	7/6/10	8/26/10	17-1	\$13.10/hr.

**CLASSIFIED EMPLOYEES
SHORT-TERM, HOURLY,
SUBSTITUTES
JUNE 8, 2010**

NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Farsangi, Kaveh Jabbari	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.
Farsangi, Kaveh Jabbari	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Fasuly, Aygush	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Fernandez, Adrian	Administrative Clerk I	Assist with dispatch and office duties	Security	7/1/10	12/31/10	19-1	\$13.76/hr.
Fisher, Nancy	Associate Nurse	Provide medical services at the Student Health Center	Health Center	7/1/10	12/31/10	59-1	\$36.96/hr.
Finch, Lawrence	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Flores, Gabriel	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Forrest, Arthur	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Foster, Darren	Stipend	Teach Golf Lessons	Golf Driving Range	6/14/10	6/30/10		\$50.00/hr.
Foster, Darren	Stipend	Teach Golf Lessons	Golf Driving Range	7/1/10	6/30/11		\$50.00/hr.

**CLASSIFIED EMPLOYEES
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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Gamido, Lauren Joy	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.
Gamido, Lauren Joy	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Gee, Elizabeth	Custodian	Assist EH&S supervisor with collection	Risk Management	7/1/10	12/31/10	22-1	\$14.82/hr.
Ghanimi, Hessam	Student Services Assistant	Lead SI	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Goodlitt, Marq	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Graves, Chris	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Gutierrez, Arnold	Skilled Maintenance Technician	Assist as needed	Facilities	7/1/10	12/31/10	38-1	\$22.00/hr.
Han, Branden A.	Student Services Assistant	Provide students with support and guidance with important	STEM	6/21/10	6/30/10	17-1	\$13.10/hr.
Han, Branden A.	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Hermosillo, Brenda	Student Services Assistant	Assist as needed	Bookstore	7/1/10	12/31/10	17-1	\$13.10/hr.

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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Herrera, Darlene	Student Services Assistant	Assisting in creating a manuel for tutorial services and an office procedures handbook	Learning Center	7/1/10	12/31/10	17-1	\$13.10/hr.
Hilliard, Glenda	Instructional Aide II	Assistance for noncredit classes at the City of Hope	Noncredit	7/1/10	12/31/10	17-1	\$13.10/hr.
Hou, Yu	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	6/21/10	6/30/10	17-1	\$13.10/hr.
Hou, Yu	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Hussain, Mohammed	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.
Hussain, Mohammed	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Kei, Kusumoto	Guest Relations Assistant	Fill in when student worker are unavailable and work a variety of jobs as needed	Golf Driving Range	6/21/10	6/30/10	10-1	\$11.02/hr.

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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Kei, Kusumoto	Guest Relations Assistant	Fill in when student worker are unavailable and work a variety of jobs as needed	Golf Driving Range	7/1/10	7/30/10	10-1	\$11.02/hr.
Kommel, Linda R.	Instructional Aide I	Assist students in the pool and the Adapted PE Center	PE	8/30/10	12/17/10	10-1	\$11.02/hr.
Lafkas, Daniella	Stipend	Costume and Prop Design Final Acting/Directing Workshop	Fine & Performing Art	6/9/10	6/11/10		\$500/tl.
Lauer, Brett	Guest Relations Assistant	Rental Assistance	Facilities Rental	7/1/10	12/31/10	10-1	\$11.02/hr.
Lee, Maria Jinoak	Administrative Clerk III	Answers phone lines, responding to inquires from student/other departments, data entry and purchasing	SGV CTECC	7/1/10	12/31/10	26-1	\$16.36/hr.
Lin, ZhiFeng	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	6/21/10	6/30/10	17-1	\$13.10/hr.
Lin, ZhiFeng	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.

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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Linares, Fredi	Instructional Aide II	Assist students in the pool and the Adapted PE Center	PE	7/1/10	12/17/10	17-1	\$13.10/hr.
Macias, Lorenzo	Guest Relations Assistant	Rental Assistance	Facilities Rental	7/1/10	12/31/10	10-1	\$11.02/hr.
Marsh, Brian	Student Services Assistant	Generate informational videos for the STEM program	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
McDougall, Travis	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Mcnerney, Matthew D.	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	6/21/10	6/30/10	17-1	\$13.10/hr.
Mcnerney, Matthew D.	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Mercado, Monique	Administrative Clerk II	Office coverage	Noncredit	7/1/10	12/31/10	22-1	\$14.82/hr.
Mitchell Trey	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.

**CLASSIFIED EMPLOYEES
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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Monaster, Patricia	Department Aide	Assist lab supervisors in creating and revising customized PLATO learning paths	BSI/College Success Center	7/1/10	12/31/10	3-1	\$9.27/hr,
Moreno, Connie	Student Services Assistant	Advisor to the Inter-Club Council	ASO-Student Affairs	7/1/10	12/31/10	17-1	\$13.10/hr.
Mullaly, Mitch	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Nackos, Jerrie	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Nielsen, Troy	Guest Relations Assistant	Rental Assistance	Facilities Rental	7/1/10	12/31/10	10-1	\$11.02/hr.
Neto, Marika	Stipend	Lead SI	STEM Grant	7/1/10	12/31/10		\$15..00/hr.
Neville, Terrell	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Niles, Charles	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Nguyen, Anh	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Olson, Carol Lynn	Instructional Lab Technician II	Prepare biology labs, order lab supplies, run autoclave, dispose of hazardous waste	Biology	7/1/10	8/12/10	34-1	\$19.93/hr.

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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Olson, Carol Lynn	Instructional Lab Technician II	Prepare biology labs, order lab supplies, run autoclave, dispose of hazardous waste	Biology	6/21/10	6/30/10	34-1	\$19.93/hr.
Oyefeso, BJ	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Pascual, Kristlejoy	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	6/21/10	6/30/10	17-1	\$13.10/hr.
Pascual, Kristlejoy	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Patino, Cynthia	Administrative Secretary I	Assist as needed	Bookstore	7/1/10	12/31/10	31-1	\$18.51/hr.
Patino, Cynthia	Bookstore Operations Coordinator	Assist as needed	Bookstore	7/1/10	12/31/10	36-1	\$20.94/hr.
Pearson, Jabril	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Ramirez, Jose	Custodian	Assist as needed	Custodial	7/1/10	12/31/10	22-1	\$14.82/hr.
Redding, Eric	Administrative Clerk II	Registration help	Fiscal Services	7/1/10	12/31/10	22-1	\$14.82/hr.
Reeder, Bonnie	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.

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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Resendez, Paul	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Rios, Irma	Financial Aid Technician	Assisting students with Financial Aid problems and applications	Financial Aid	7/1/10	12/31/10	31-1	\$18.51
Robert, Paul	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Robles, Rob	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Rodarte, Elizabeth	Administrative Clerk II	Assist as needed	CalWorks	7/1/10	12/31/10	22-1	\$14.82/hr.
Rojas, Stevie	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.
Rojas, Stevie	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Ruffin, James	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Ruiz, Harrison	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.

**CLASSIFIED EMPLOYEES
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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Sabinto, Karen	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Salinas, Jordan	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Schultheis, Michael	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Schumacher, Barbara	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Serena, Luis	Volunteer		EOP&S	6/21/10	9/10/10		
Sharma, Vineet K.	Stipend	Lead SI	STEM grant	7/1/10	12/31/10		\$15.00/hr.
Shear, Michelle	Stipend	Choreography Battle of Pop Rock Bands	Fine & Performing Art	6/8/10	6/8/10		\$300/tl.
Sifuentes, Evan	Administrative Clerk II	Office coverage	Noncredit	7/1/10	12/31/10	22-1	\$14.82/hr.
Sigala, Miguel A.	Student Services Assistant	Clerical duties	ULV STEM Grant	6/21/10	6/30/10	17-1	\$13.10/hr.
Sigala, Miguel A.	Student Services Assistant	Clerical duties	ULV STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Smith, Terrence	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Stoltz, Gregg	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.

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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Sweeney, Kathryn	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Tamagawa, Asami	Department Aide	House staff for HPAC events	Performing Arts	6/9/10	6/30/10	3-1	\$9.27/hr.
Tamagawa, Asami	Department Aide	House staff for HPAC events	Performing Arts	7/1/10	12/30/10	3-1	\$9.27/hr.
Taylor, Dalton	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Terrazas, Alcira	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.
Terrazas, Alcira	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Thorpe, Susan	Associate Nurse	Provide medical services at the Student Health Center	Health Center	7/1/10	12/31/10		\$37.50
Tower, Lance	Student Services Assistant	Lead SI	STEM Grant	7/1/10	12/31/10		\$13.10/hr.
Tran, Hong	Child Development Aide	During unassigned time	CDC	7/1/10	6/30/11	17-1	\$13.10/hr.
Tweini, Laila	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.

**CLASSIFIED EMPLOYEES
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NAME	CLASSIFICATION	REASON	DEPARTMENT	BEGIN	END	RANGE & STEP	HOURLY RATE/TOTAL
Tweini, Laila	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.
Urena, Laura	Department Aide	Assist as needed	Cafeteria	7/1/10	12/31/10	1-Mar	\$9.27/hr.
Vasquez, Juan A.	Guest Relations Assistant	Rental Assistance	Facilities Rental	7/1/10	12/31/10	10-1	\$11.02/hr.
Vela, Mary Louise	Administrative Clerk II	Clerical work	TeCS	7/1/10	12/31/10	22-1	\$14.82/hr.
Vilter, Dan	Stipend	Sound Design Final Acting/Directing Workshop	Fine & Performing Art	6/9/10	6/11/10		\$850/tl.
White, Terence	Stipend	Youth Fitness Camp Staff	P.E.	6/14/10	8/12/10		Not to exceed \$500/tl.
Wigglesworth, Ruth A.	Student Services Assistant	Provide students with support and guidance with important transitions to calculus	STEM	7/1/10	12/18/10	17-1	\$13.10/hr.
Winovitch, Daniel	Information Technology Support Specialist II	Handling repairs and installation in the man classrooms that have multimedia equipment	TeCS	7/1/10	12/31/10	37-1	\$21.47/hr.
Wong, Justina	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	6/18/10	6/30/10	17-1	\$13.10/hr.
Wong, Justina	Student Services Assistant	Supplemental Instruction in Mathematics	STEM Grant	7/1/10	12/31/10	17-1	\$13.10/hr.

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Name	Classification	Department	Begin	End	Rate
Allberts, Megan	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Allberts, Megan	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Alvarado, Marie	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Alvarado, Marie	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Barnett, Shawna	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Barnett, Shawna	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Beeman, Josh	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Beeman, Josh	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Belt, Christine	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Bisterfeldt, Paul	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Bradshaw, Robert	Construction Program Manager	Administrative Services	07/01/10	06/30/13	\$10,279.00/mth.
Brenner, Sarah	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Brenner, Sarah	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Carmody, Justin	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Cavalin, Michael	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Cavalin, Michael	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Clark, Rachael	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Corrigan, Ashley	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Corrigan, Ashley	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Crick, Alan	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Crick, Alan	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Garcia, Natasha	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Garcia, Natasha	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Geiger, Victoria	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Geiger, Victoria	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
George, Irene	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Gilde, Gary	Division of the State Architect (DSA) Class I Inspector of Record	Administrative Services	07/01/10	06/30/13	\$8,669.00/mth.
Mah, Patricia	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Mah, Patricia	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Margett, Blake	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Medrano, Sylvia	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Medrano, Sylvia	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Meurer, Catherine	Foster Youth Ed Specialist II	Child Development Center	07/01/10	12/31/10	\$20.00/hr.
Mihm, Courtney	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.

PROFESSIONAL EXPERT**June 8, 2010**

Name	Classification	Department	Begin	End	Rate
Mihm, Courtney	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Murphy, Bonnie	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Navarro, Patricia	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Navarro, Patricia	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Ortiz, Frank	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Pierce, James	Chief Engineer	Maintenance	07/01/10	06/30/11	\$50.56/hr.
Quinto, Mark	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Quinto, Mark	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Razo, Lynda	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Rivas, Brandon	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Rivas, Brandon	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Rivas, Crystal	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Rivas, Crystal	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Rivas, Jordan	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Rodriguez, Joshua	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Sallenbach, Erin	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Schwegmann, Dani	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Schwegmann, Dani	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Scinocca, James	Construction Project Manager	Administrative Services	07/01/10	06/30/13	\$8,669.00/mth.
Shellman, Cory	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Shellman, Cory	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Smith, Katlin	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Smith, Katlin	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Stokely, Kathryn	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Stokely, Kathryn	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Tate, Erin	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Tate, Erin	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Valenzuela, Young Lee	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.
Walsh, Megan	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Walsh, Megan	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
White, Rachel	Copy Writer/Copy Editor	External Relations	07/01/10	12/31/10	\$30.00/hr (not to exceed 350
Wichhart, Lauren	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Wichhart, Lauren	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.
Wilhelm, Vanessa	Lifeguard	Community Education	06/14/10	08/21/10	\$11.02/hr.
Wilhelm, Vanessa	Swim Leader	Community Education	06/14/10	08/21/10	\$18.06/hr.

**PROFESSIONAL EXPERT
June 8, 2010**

Name	Classification	Department	Begin	End	Rate
Wright, Linda	Aerobics Leader	Community Education	06/14/10	08/12/10	\$30.33/hr.

H. ACTION ITEMS (continued)

Business Services

2. Authorization is requested to approve the 2010-11 tentative budget. (Page 123)
3. Authorization is requested to approve Resolution 2009-10-06 for the Vice President of Finance and Administrative Services or designee to borrow funds from the Los Angeles County Treasurer during the 2010-2011 fiscal year, whenever such transfers are needed to cover cash flow problems and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed \$50,116,660. (Page 165)
4. Authorization is requested to approve Resolution 2009-10-07 for the Vice President of Finance and Administrative Services or designee to make temporary cash loans during the 2010-2011 fiscal year, between District funds whenever such transfers are needed to cover cash flow problems and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed \$5,000,000. (Page 167)
5. Authorization is requested to authorize the Los Angeles County Office of Education to make the necessary appropriation transfers at the close of the school year 2009-2010 in order to permit payment of obligations at the end of the school year in accordance with the provisions of Education Code Section 42601. (Page 169)
6. Authorization to approve the 2010-2011 institutional membership list. (Page 170)
7. Authorization is requested to approve Change Order Number Two in the amount of \$35,056.80 and add 21 days to the time for completion for project number 01-0607, Campus Security Building. (Page 174)
8. Authorization is requested to accept Project #01-0607, Campus Security Building as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$1,120,985.87. (Page 179)

Academic Affairs

9. Authorization is requested to approve the attached memorandum of Understanding between CSU Fullerton Auxiliary Services Corporation (ASC) and Citrus College, establishing the second Summer Research Experience. (Page 180)

(CONTINUED)

H. ACTION ITEMS (continued)

10. Authorization is requested to approve the attached Memorandum of Understanding between UCR and Citrus College, establishing the first summer Scientific Teaching Workshop. (Page 185)
11. Authorization is requested to approve the new courses, new programs, deleted courses, deleted programs, and program changes. (Page 190)
12. Authorization is requested to approve Institutional Articulation Agreements with Alhambra, Antelope Valley Union, Bonita, and Chaffey Union USDs. (Page 193)

General

13. Authorization to approve the first reading of the amended Board Policy BP 2720 Communications Among Board Members. (Page 198)
14. Authorization is requested to approve the first read of BP 7109 – Health Examinations. (Page 200)

<i>At this time, the board may adjourn to closed session to discuss Item No. F.</i>

I. ADJOURNMENT

Dates to remember:

June 12, 2010	Commencement
July 5, 2010	HOLIDAY – <i>Independence Day</i>
July 13, 2010	Board of Trustees Meeting & Board Goal Setting Work Session
August 17, 2010	Board of Trustees Meeting
August 27, 2010	Convocation
September 14, 2010	Board of Trustees Meeting

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE	June 8, 2010	Resolution	<u> </u>
SUBJECT:	Approval of 2010-11 Tentative Budget for All Funds	Information	<u> </u>
		Enclosure(s)	<u>X</u>

BACKGROUND

Title 5 requires that the District adopt a tentative budget prior to June 30th. The enclosed budget provides estimated revenues and expenditures by cost center and major object code for all District Funds. The tentative budget has been developed using the budget assumptions provided to the Board at the April 6, 2010, regular board meeting.

This item was prepared by Carol Cone, Budget Supervisor, Administrative Services.

RECOMMENDATION

Authorization is requested to approve the 2010-11 tentative budget.

Carol R. Horton
Recommended by

/

Moved _____
Secoded _____

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.2.

CITRUS COMMUNITY COLLEGE DISTRICT

2010 - 2011

TENTATIVE BUDGET

GENERAL FUND UNRESTRICTED REVENUES	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
FEDERAL REVENUE				
8150 PELL ADMIN ALLOWANCE	13,105	22,070	20,000	-2,070
8199 ARRA STATE STABILIZATION FUNDS	224,276	266,702	0	-266,702
8160 VETERANS EDUCATION	1,000	1,484	1,500	16
TOTAL FEDERAL REVENUE	238,381	290,256	21,500	-268,756
STATE REVENUE				
8610 GENERAL APPORTIONMENT	46,764,681	47,577,750	47,577,750 *	0
8610 GEN APPORTIONMENT PRIOR YEAR(08800)	0	945,113	0	-945,113
8612 ENROLL FEE ADMIN	41,587	49,262	49,262	0
8624 Return to Title IV PY (08800)	5,990	4,485	0	-4,485
8628 PART TIME FAC COMPENSATION FUND (01600)	348,687	252,321	252,321	0
8650 PART TIME FAC HEALTH/OFFICE HOURS	0	0	0	0
8650 PART TIME FAC HEALTH/OFFICE HRS(08800)	0	0	0	0
8670 TAX RELIEF HOMEX	34,452	34,452	34,452	0
8679 TAX OTHER	0	0	0	0
8681 LOTTERY NON PROP 20	1,368,750	1,368,750	1,368,750	0
8681 LOTTERY PRIOR YEAR NON PROP 20 (08800)	0	-30,066	0	30,066
8682 LOTTERY PROP 20 (00000)	0	0	0	0
8682 LOTTERY PRIOR YEAR PROP 20 (08800)	0	0	0	0
8683 MANDATED COST-MANDATED REIMB	0	0	0	0
8684 MANDATED COST-COLL BARGAINING	0	0	0	0
8685 MANDATED COST-OPEN MEETINGS	0	0	0	0
8686 MANDATED COST-HEALTH FEE	0	0	0	0
8689 MANDATED COST - INTEGRATED WASTE	0	0	0	0
8691 MOTOR VEHICLE FUEL REFUND	653	653	653	0
TOTAL STATE REVENUE	48,564,800	50,202,720	49,283,188	-919,532
LOCAL REVENUE				
8811 SECURED TAXES	2,765,770	2,765,770	2,765,770	0
8812 SUPPLEMENTAL TAXES	191,044	191,044	191,044	0
8813 UNSECURED TAXES	73,613	73,613	73,613	0
8816 PRIOR YEAR TAXES	359,213	359,213	359,213	0
DELINQUENT TAXES JPA	-85,922	-85,922	-85,922	0
TAX PENALTY	0	0	0	0
8817 ERAF TAXES	213,502	297,776	297,776	0
TOTAL TAXES	3,517,220	3,601,494	3,601,494	0

GENERAL FUND UNRESTRICTED REVENUES	ADOPTED	OPERATING	TENTATIVE	BUDGET
	BUDGET	BUDGET	BUDGET	INCREASES
	09-10	09-10	10-11	DECREASES
LOCAL REVENUE - CONTINUED				
8860 INTEREST	300,000	200,000	200,000	0
8874 ENROLLMENT FEE	3,513,700	3,425,850	3,425,850	0
8879 TRANSCRIPTS	80,000	40,500	40,500	0
8880 NON-RES TUITION FOREIGN (01800)	1,748,250	1,746,644	1,746,360	-284
8880 NON-RES TUITION OUT-OF-STATE (01900)	383,103	300,377	300,510	133
TOTAL NON-RES TUITION	2,131,353	2,047,021	2,046,870	-151
8885 OTHER STUDENT FEES	0	25	0	-25
8885 REFUND CHARGE/RETAINER (03000)	20,000	19,650	0	-19,650
8885 Exam by Credit (03100)	0	0	0	0
8885 QUILL ACCOUNT (03300)	0	0	0	0
8885 PHOTO ID CARDS (03600)	0	0	0	0
TOTAL FEES	20,000	19,675	0	-19,675
8890 OTHER LOCAL INCOME	26,000	26,000	26,000	0
8891 REG CASH OVER SHORT	0	0	0	0
8893 IOU PROCESSING FEE	0	0	0	0
8894 RETURN CHECKS SERVICE	500	25	25	0
8895 PARKING FINES	170,000	170,000	170,000	0
8896 OTHER LOCAL-JOURNEYS	11,000	9,600	18,000	8,400
8897 COSMETOLOGY INCOME	120,000	120,000	120,000	0
8898 SUBPOENA RECORDS	300	300	300	0
8899 LIBRARY FINES	7,000	7,000	7,000	0
TOTAL OTHER LOCAL REVENUE	334,800	332,925	341,325	8,400
8910 SALES OF EQUIPMENT	0	1,446	0	-1,446
8911 LIBRARY BOOK SALES	50	50	50	0
TOTAL LOCAL REVENUE	9,897,123	9,668,961	9,656,089	-12,872
TOTAL GENERAL FUND REVENUE	58,700,304	60,161,937	58,960,777	-1,201,160
TOTAL GENERAL FUND EXPENDITURES	58,734,590	58,905,092	58,394,333	-510,759
EXCESS/(DEFICIENCY)ofREVOVEREXPENDITURES	-34,286	1,256,845	566,444	-690,400
OTHER FINANCING				
7210 TRANSFER TO FUND 01 3	-1,367,635	-1,529,122	-1,578,241	-49,119
7312 TRANSFER TO FUND 33 0-PROG MATCH	-137,068	-137,068	-137,068	0
7312 TRANSFER TO FUND 33 0-FEDERAL BACKFILL	-7,854	-8,468	0	-8,468
7313 TRANSFER TO FUND 39 0	0	0	0	0
7314 TRANSFER TO FUND 41 0	0	0	0	0
7317 TRANSFER TO FUND 59 0	-50,000	-50,000	-50,000	0
8980 TRANSFER FROM FUND 01 3	0	0	0	0
8981 TRANSFER FROM FUND 01 3	80,198	50,000	18,404	-31,596
8989 TRANSFER FROM FUND 74 0 FWS 00000	75,000	64,000	75,000	11,000
TRANSFER FROM FUND 74 0 FWS 90100 Admin.	21,086	21,086	21,086	0
8989 TRANSFER FROM FUND 74 0 SEOG 90300 Adm	17,596	17,596	17,596	0
8982 TRANSFER FROM FUND 33 0	0	0	0	0
TOTAL OTHER FINANCING	-1,368,677	-1,571,976	-1,633,223	-78,183
INCREASE/DECREASE IN FUND BALANCE	-1,402,963	-315,131	-1,066,779	-751,648
BEGINNING BALANCE JULY 1, 2009	7,567,112	7,567,112	7,251,981	-315,131
ENDING BALANCE JUNE 30, 2010	6,164,147	3,031,488	3,007,982	-23,505
RESERVE FOR CONTINGENCIES	0	4,220,493	3,177,219	-1,043,274

GENERAL FUND UNRESTRICTED EXPENDITURE BY DEPARTMENT		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
	DEPARTMENT				
PAGE 5	00011 FORESTRY	20,241	20,241	20,531	290
PAGE 6	00020 BIOLOGICAL SCIENCE	1,203,177	1,199,030	1,174,660	-24,370
PAGE 8	00028 BUSINESS	912,122	913,598	949,116	35,517
PAGE 10	00050 LANG ARTS COMMUNICATIONS	293,385	293,385	289,268	-4,116
PAGE 12	00057 COMPUTER SCIENCE/INFO SERV	541,670	565,874	655,321	89,446
PAGE 14	00065 PHYSICAL EDUCATION	1,996,160	1,995,677	1,917,245	-78,431
PAGE 17	00072 ENGINEERING	91,868	91,869	151,718	59,849
PAGE 18	00076 ELECTRONICS	82,654	82,654	-1	-82,655
PAGE 19	00077 HEATING/AIR CONDITIONING	30,095	30,094	29,259	-835
PAGE 20	00094 TRANS TECH - DIESEL	0	0	0	0
PAGE 21	00097 AUTOMOTIVE TECHNOLOGY	584,779	584,450	649,679	65,229
PAGE 23	00099 TRANS TECH-MOTORCYCLE	0	0	0	0
PAGE 24	00116 DRAFTING TECHNOLOGY	164,505	164,611	174,720	10,109
PAGE 25	00130 WATER TECHNOLOGY	49,794	49,794	32,198	-17,596
PAGE 26	00137 ART	1,029,624	1,031,199	899,595	-131,604
PAGE 28	00142 MUSIC	1,795,964	1,798,200	1,811,841	13,641
PAGE 32	00145 RECORDING TECHNOLOGY	461,542	470,702	459,056	-11,646
PAGE 34	00146 THEATRE ARTS	377,557	377,557	374,014	-3,543
PAGE 36	00148 DANCE	245,535	245,322	252,687	7,365
PAGE 38	00151 PHOTOGRAPHY	160,515	163,455	175,962	12,508
PAGE 40	00159 FOREIGN LANGUAGE	608,787	612,545	625,878	13,333
PAGE 42	00181 NURSING - VOCATIONAL	1,107,624	1,105,764	1,167,617	61,852
PAGE 44	00182 NURSING - RN	627,199	640,253	688,797	48,544
PAGE 46	00188 DENTAL ASSISTING	273,314	272,395	279,452	7,057
PAGE 48	00221 CHILD DEVELOPMENT	429,347	418,220	426,890	8,670
PAGE 50	00236 ENGLISH	1,485,801	1,487,523	1,604,701	117,178
PAGE 54	00266 SPEECH, DEBATE FORENSIC SCN	541,859	546,250	515,557	-30,693
PAGE 56	00268 PHILOSOPHY	261,990	261,990	265,493	3,502
PAGE 57	00272 LIBRARY TECHNOLOGY - INSTR	6,350	6,350	0	-6,350
PAGE 58	00274 MATHEMATICS	3,261,357	3,267,154	3,232,471	-34,683
PAGE 61	00280 PHYSICAL SCIENCE	532,670	540,894	497,445	-43,448
PAGE 63	00283 CHEMISTRY	673,474	674,950	704,662	29,712
PAGE 65	00286 GEOLOGY	176,294	176,294	159,174	-17,121
PAGE 67	00290 PSYCHOLOGY	744,741	745,246	756,915	11,669
PAGE 69	00295 PUBLIC WORKS	43,947	51,431	43,675	-7,756
PAGE 70	00299 ADMIN of JUSTICE	238,986	238,986	241,708	2,722
PAGE 71	00312 SOCIAL SCIENCE	604,756	592,988	610,932	17,944
PAGE 73	00318 HISTORY	696,578	697,142	716,580	19,438
PAGE 75	00322 SOCIOLOGY	549,074	549,074	559,337	10,263
PAGE 77	00326 COSMETOLOGY	1,913,026	1,917,985	2,238,097	320,112
PAGE 80	00331 CITRUS SUM/WINTER AND SUBS	142,968	142,968	143,437	468
PAGE 81	00332 CLAREMONT SUMMER SCH	287,065	287,065	287,740	675
PAGE 82	00333 MONROVIA SUMMER SCH	149,778	149,778	150,079	301
PAGE 83	00335 CLAREMONT H.S. SATELLITE	0	0	0	0
PAGE 84	00336 AZUSA UNIFIED SUMMER SCH	136,594	136,594	136,915	322
PAGE 84	00337 DUARTE SUMMER SCHOOL	37,939	39,433	39,564	132
PAGE 85	00341 HUMANITIES	52,384	59,229	52,540	-6,690
PAGE 86	00346 COUNSELING INSTRUCTIONAL	77,841	80,775	81,231	455

EXPENDITURE BY DEPARTMENT		ADOPTED	OPERATING	TENTATIVE	BUDGET
		BUDGET	BUDGET	BUDGET	INCREASES
		09-10	09-10	10-11	DECREASES
PAGE 88	00362 READING SKILLS	720,594	717,581	729,205	11,624
PAGE 90	00364 LEARNING CENTER INSTR	348,678	349,596	274,140	-75,456
PAGE 92	00365 ENGLISH AS A SECOND LANGUAGE	525,902	547,501	428,033	-119,468
PAGE 94	00371 NON-CREDIT/INSTRUCT	1,366,377	1,366,377	764,737	-601,640
PAGE 96	00372 DISTANCE EDUCATION	433,472	435,841	443,259	7,418
PAGE 98	00373 INTERNATIONAL EDUCATION	159,159	159,159	156,913	-2,246
PAGE 99	00375 STUDENT LEARNING OUTCOMES	75,747	75,747	67,748	-7,999
PAGE 100	00380 RETIREES BENEFITS INSTR	511,783	528,232	296,227	-232,005
PAGE 101	00381 INSTRUCTION V P	556,767	556,767	582,320	25,553
PAGE 102	00382 INSTRUCTION DEANS	2,205,492	2,205,492	2,276,303	70,811
PAGE 104	00390 ACADEMIC SENATE	179,132	179,132	181,013	1,881
PAGE 105	00391 VOC ED WKFORCE DEV	91,810	91,810	143,014	51,204
PAGE 106	00392 EVENING OFFICE/CONTINUING ED	58,041	58,041	58,257	216
PAGE 107	00393 NON-CREDIT	170,362	170,361	141,116	-29,245
PAGE 108	00400 LEARNING CENTER NON-INSTR	219,421	242,665	253,752	11,097
PAGE 110	00401 LIBRARY	1,018,183	1,018,753	967,982	-50,770
PAGE 112	00402 LIBRARY MEDIA	148,936	148,936	151,497	2,561
PAGE 114	00410 ADMISSIONS	1,106,283	1,104,179	1,225,934	121,755
PAGE 116	00412 LIBRARY - PHOTO ID	28,280	28,280	21,140	-7,140
PAGE 118	00420 COUNSELING	1,433,387	1,426,394	1,333,704	-92,691
PAGE 120	00422 TRANSFER CENTER	304,857	304,857	316,428	11,571
PAGE 121	00423 CAREER CENTER	172,489	172,489	177,219	4,730
PAGE 122	00428 STUDENT SERVICES VP	350,384	350,384	353,134	2,749
PAGE 123	00431 STUDENT EMPLOYMENT SERVICES	199,388	204,877	205,086	210
PAGE 124	00433 INTERNATIONAL STUDENTS	271,568	271,568	265,776	-5,793
PAGE 125	00434 TRANSPORTATION	82,919	82,919	68,878	-14,041
PAGE 126	00438 SERVICE LEARNING	0	0	0	0
PAGE 128	00440 BUILDINGS/MAINTENANCE	1,332,896	1,335,289	1,282,772	-52,518
PAGE 130	00441 CUSTODIAL	1,876,532	1,874,854	1,946,055	71,201
PAGE 134	00442 GROUNDS	920,645	925,226	970,564	45,338
PAGE 136	00443 UTILITIES	1,870,000	1,870,000	1,870,000	0
PAGE 138	00444 FACILITIES-M&O	756,789	757,633	765,175	7,542
PAGE 139	00445 FACILITIES - PE MAINTENANCE	92,000	92,000	92,000	0
PAGE 140	00446 PRESIDENT	1,125,976	1,145,976	1,046,177	-99,799
PAGE 141	00447 ADMIN SERVICES VP	627,711	627,711	633,605	5,894
PAGE 142	00448 ADM SERV TRUSTEES	130,274	118,367	124,098	5,731
PAGE 143	00449 COLLEGE ADV/DEVELOPMENT	271,556	266,648	281,800	15,152
PAGE 145	00450 COLLEGE ADV/EXT RELATIONS	723,787	731,338	751,254	19,916
PAGE 146	00451 FISCAL SERVICES	1,556,297	1,548,364	1,558,092	9,728
PAGE 148	00452 HUMAN RESOURCES	393,086	393,806	396,098	2,292
PAGE 149	00453 HUM RESOURCES-PERSONNEL	684,450	684,450	701,852	17,402
PAGE 150	00454 RETIREES BENEFITS NON-INSTR	748,915	772,840	559,126	-213,714
PAGE 151	00457 PURCHASING / WAREHOUSE	1,107,231	1,094,891	1,110,785	15,893
PAGE 152	00458 COLLEGE ADV/REPOGRAPHICS	783,739	783,739	766,051	-17,688
PAGE 153	00459 INSTITUTIONAL RESEARCH	53,927	53,927	51,449	-2,478
PAGE 154	00460 RISK MANAGEMENT	748,205	748,205	755,441	7,236
PAGE 155	00462 SECURITY	170,894	169,407	191,425	22,018
PAGE 156	00463 TECHNOLOGY & COMPUTER SERVICES	2,261,172	2,265,524	2,318,566	53,042
PAGE 158	00485 STUDENT AFFAIRS	291,098	291,098	291,743	646
PAGE 160	00486 CO-CURRICULAR COACHES	738,776	756,092	824,452	68,359
PAGE 162	00488 CO-CURRICULAR CLARION	66,398	66,398	54,080	-12,318
PAGE 164	00490 PERFORMING ARTS CENTER	959,912	956,385	925,094	-31,292
TOTAL EXPENDITURES		58,734,590	58,905,092	58,394,333	-510,759

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010 - 2011**

**GENERAL FUND UNRESTRICTED
FUND 01**

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1100 SALARY FACULTY REGULAR	11,964,616	11,981,740	12,271,725	289,984
1200 SALARY NONINSTR FACULTY REG	3,826,587	3,828,869	3,771,790	-57,079
1300 SALARY FACULTY	1,165,300	1,165,300	582,650	-582,650
1310 SALARY FACULTY OVERLOAD	1,538,496	1,577,404	1,463,706	-113,698
1320 SALARY FACULTY ADJUNCT	2,758,035	2,748,067	2,678,791	-69,276
1370 SALARY FACULTY EXTRA DUTY	312,243	312,243	315,793	3,550
1380 SALARY SUMMER	1,351,659	1,360,331	1,273,622	-86,709
1385 SALARY WINTER	730,514	730,514	764,853	34,339
1390 SALARY APPLIED MUSIC TUTORS	150,000	150,000	150,000	0
1400 SALARY NONINSTR FACULTY HRLY	359,042	359,542	360,142	600
	24,156,492	24,214,011	23,633,072	-580,939
2100 SALARY CLASSIFIED REGULAR	13,024,492	13,032,901	13,246,203	213,302
2200 SALARY INSTR AIDES REGULAR	344,995	345,624	346,965	1,341
2300 SALARY CLASSIFIED HOURLY	1,017,136	1,039,481	606,522	-432,959
2400 SALARY CLASSIFIED INSTR HOURLY	179,033	179,033	179,033	0
	14,565,655	14,597,038	14,378,723	-218,315
3100 STRS	1,923,628	1,925,743	1,943,366	17,623
3200 PERS	1,233,483	1,244,003	1,389,541	145,538
3300 OASDI	1,004,566	1,014,340	996,273	-18,067
3350 MEDICARE	537,175	539,184	530,624	-8,560
3400 H&W	5,678,306	5,710,661	6,372,911	662,250
3500 UN EMP INSURANCE	116,199	116,659	274,288	157,629
3600 WK COMP	773,227	777,593	761,882	-15,711
3700 RETIREMENT BENEFITS	604,491	604,491	59,500	-544,991
3800 RETIREMENT INCENTIVE	25,000	25,000	25,000	0
	11,896,074	11,957,674	12,353,385	395,713
4300 SUPPLIES	1,387,418	1,387,418	1,381,060	-6,358
	1,387,418	1,387,418	1,381,060	-6,358
5100 CONSULTANTS	320,979	340,979	320,979	-20,000
5200 CONFERENCE/TRAVEL	185,000	185,000	97,500	-87,500
5300 DUES/MEMBERSHIPS	121,286	121,286	121,381	95
5400 INSURANCE LIABILITY	425,000	425,000	425,000	0
5500 UTILITIES	1,885,000	1,885,000	1,885,000	0
5600 RENTS,LEASES & REPAIRS	585,674	585,674	585,597	-77
5700 LEGAL, ELECTION & AUDIT EXPENSE	333,800	333,800	333,800	0
5800 OTHER SERVICES	2,255,449	2,255,449	2,262,382	6,933
	6,112,188	6,132,188	6,031,639	-100,549
6100 SITE IMPROVEMENTS	20,000	20,000	21,250	1,250
6200 BUILDINGS	3,812	3,812	3,812	0
6300 LIBRARY BOOKS	38,252	38,252	38,252	0
6400 EQUIPMENT	554,700	554,700	553,140	-1,560
	616,764	616,764	616,454	-310
	58,734,592	58,905,093	58,394,333	-510,758

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010 - 2011**

GENERAL RESTRICTED FUND 01.3 00000 0-XXX00-00000-XXXX-0000000		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
FEDERAL REVENUE					
8120 ULV STEM GRANT	11100	422,389	422,389	0	-422,389
8120 ULV STEM GRANT Y2	11102	396,255	396,255	396,255	0
8120 HSI SOLO GRANT Y4	11204	0	0	0	0
8120 HSI SOLO GRANT Y5	11205	197,716	197,716	0	-197,716
8120 HSI Bridge to Success	11300	0	400,269	250,926	0
8120 HSI Coop Grant Y2	11402	0	0	0	0
8120 HSI Coop Grant Y3	11403	0	0	0	0
8120 HSI Coop Grant Y4	11404	291,171	291,171	0	-291,171
8120 HSI Coop Grant Y5	11405	699,927	699,927	392,215	-307,712
8120 STEM Grant	11500	454,044	454,044	0	-454,044
8120 STEM Grant YR2	11502	2,562,224	2,562,224	1,364,659	-1,197,565
8130 ALLIED HEALTH CARE	14000	0	128,900	0	-128,900
8140 TANF - FEDERAL SHARE	11800	58,967	70,424	70,424	0
8170 VTEA	13000	346,793	346,793	425,848	79,055
8170 REGIONAL CONSORTIUM	13300	316,000	316,000	0	-316,000
8170 TECH PREP	14100	67,750	67,750	69,708	1,958
8170 TECH PREP REG COORD PROJ	14200	314,375	314,375	0	-314,375
8170 TECH PREP REG COORD PROJ	14209	0	0	0	0
8199 TANF WORK STUDY/JOB DEV	11900	0	40,970	0	-40,970
TOTAL FEDERAL REVENUE		6,127,611	6,709,207	2,970,035	-3,589,829
STATE REVENUE					
8613 FINANCIAL AID	00000	415,183	415,183	415,183	0
8613 FIN AID PRIOR YR	12009	11,896	11,896	0	-11,896
8622 EOPS	12100	672,248	597,727	597,727	0
8622 EOPS - PRIOR YR	12109	14,795	14,795	0	-14,795
8622 EOPS - PRIOR YR	12109	0	0	0	0
8623 DSPTS	16100	503,774	442,816	437,081	-5,735
8623 DSPTS (08800)	08800	0	0	0	0
8624 MATRICULATION	10700	309,481	307,369	310,526	3,157
8624 MATRICULATION PY	10707	13,798	13,798	0	-13,798
8624 MATRICULATION-NONCREDIT	10800	90,197	87,867	87,867	0
8624 MATRICULATION-NCR PRIOR YR	10809	4,614	4,614	0	-4,614
8624 CAHSEE	10900	0	0	0	0
8624 CAHSEE	10908	0	0	0	0
8624 CARE	12200	133,395	118,856	118,856	0
8624 CARE - PRIOR YR	12209	8,036	8,036	0	-8,036
8624 CALWORKS	12800	254,052	232,990	232,990	0
8624 INCUMBENT WORKERS GRANT	13200	0	0	0	0
8654 CITD	10500	77,900	101,670	0	-101,670
8654 CITD 2007	10507	84,390	84,390	0	-84,390
8654 CITD 2008	10508	0	0	0	0
8654 CITD 2009	10509	50,000	50,000	0	-50,000
8654 EQUAL EMPLOYMENT OPPORTUNITY FUND	11600	7,523	7,523	7,523	0
8654 FACULTY/STAFF DEVELOPMENT	11700	0	0	0	0
8654 CTE - Community Collaborative	13400	235,305	235,305	0	-235,305
8654 CTE - Community Collaborative	13401	400,000	400,000	0	-400,000
8654 CTE - Nursing	13600	0	0	0	0
8654 Regional Consortia Partnership 07-08	13808	0	0	0	0
8654 Regional Consortia Partnership 08-09	13809	0	32,000	0	-32,000
8654 ASSOCIATE DEGREE NURSING-RN	13900	0	0	0	0
8654 ASSOCIATE DEGREE NURSING-RN	13901	105,035	105,035	0	-105,035
8654 ASSOCIATE DEGREE NURSING-RN	13902	195,835	203,173	0	-203,173
8654 Basic Skills One Time	14500	0	0	0	0
8654 Basic Skills One Time 06-07	14507	0	0	0	0
8654 Basic Skills One Time 07-08	14508	340,832	340,832	0	-340,832

GENERAL RESTRICTED FUND 01.3		ADOPTED	OPERATING	TENTATIVE	BUDGET
00000 0-XXX00-00000-XXXX-000000		BUDGET	BUDGET	BUDGET	INCREASES
		09-10	09-10	10-11	DECREASES
STATE REVENUE - CONTINUED					
8654 Basic Skills One Time 08-09	14509	304 663	304 663	304 663	0
8654 Basic Skills One Time 09-10	14510	195,597	210,966	210,966	0
8654 CTE/EWDP Fac & Couns Work Exp	14600	0	0	0	0
8654 CTE Teacher Career Pathway	14700	0	0	0	0
8654 Industry Regional Collaborative	15300	0	0	0	0
8654 INSTR EQUIP BLOCK GRANT	15600	73,474	73,474	0	-73,474
8654 INSTR EQUIP ON-GOING	15700	308,696	308 696	0	-308,696
8654 TELECOM/TECH	16200	5,411	5,411	0	-5,411
8654 TELECOM/TECH LIBR AUTO	16200	220	220	0	-220
8654 TTIP PY (08800)	08800	0	0	0	0
8682 LOTTERY PROP 20	00000	143,750	143,750	143,750	0
8682 LOTTERY PROP 20 PRIOR YR	08800	0	31,116	0	-31,116
8689 CAN SYSTEM	10300	0	0	0	0
8690 CAN SYSTEM	10301	3,935	3,935	0	-3,935
TOTAL STATE REVENUE		4,964,034	4,898,105	2,867,132	-2,030,973
LOCAL REVENUE					
8850 AUDITORIUM FACILITY RENTAL	15200	50,000	50,000	50,000	0
8876 HEALTH FEE	15400	420,000	420 000	475,000	55,000
8881 PARKING FEE	17700	532,690	482,000	640,000	158,000
8882 PARKING TOKENS	17700	90,966	93,000	90,000	-3,000
8889 Exemptions		0	0	0	0
8890 OTHER LOCAL REVENUE-CITD	10500	3,000	3,000	0	-3,000
8890 DPSS CalWorks Program	12700	53,000	53,000	53,000	0
8890 Nursing/LAHealthcare	13500	0	0	0	0
8890 Metro Water District	13700	0	0	0	0
8890 NASA NOVA Mini Grant	14400	0	0	0	0
8890 Mathematics Grant	17900	0	6,000	6,000	0
8890 Child Dev Tng Consortium	18600	35,200	37,700	35,200	-2,500
TOTAL LOCAL REVENUE		1,184,856	1,144,700	1,349,200	204,500
TOTAL REVENUE		12,276,501	12,752,012	7,186,367	-5,416,302
TOTAL EXPENDITURES		13,397,439	14,085,055	8,453,792	-5,631,263
EXCESS/(DEFICIENCY) OF REV. OVER EXPEND		-1,120,938	-1,333,043	-1,267,425	214,961

GENERAL RESTRICTED FUND 01.3		ADOPTED	OPERATING	TENTATIVE	BUDGET
00000.0-XXXX00-00000-XXXX-0000000		BUDGET	BUDGET	BUDGET	INCREASES
		09-10	09-10	10-11	DECREASES
OTHER FINANCING SOURCES					
7210	Intrafund Tfr to Fund 01 0	10900	0	0	0
7210	Intrafund Tfr	12800	13 000	13,723	0
7210	Intrafund Tfr to Fund 01 0	13300	12,154	12,154	-12,154
7210	CTE-Community Collaborative	13400	9,107	9,107	-9,107
7210	CTE-Community Collaborative	13401	15,384	15,384	-15,384
7210	Nursing/LA Healthcare	13500	0	0	0
7210	CTE Nursing	13600	0	0	0
7210	REG CONS UNITED WAY 07/08	13808	0	0	0
7210	REG CONS UNITED WAY 08/09	13809	0	1,231	-32,000
7210	ADN/RN PROGRAM	13900	0	0	0
7210	ADN/RN PROGRAM	13901	4 040	4,040	-4 040
7210	ADN/RN PROGRAM Yr 2	13902	7 532	7,814	-7 814
7210	ALLIED HEALTH CARE	14000	0	11,718	-11,718
7210	TechPrep	14100	2,606	2,606	75
7210	TECH PREP REG COORD PROJ	14200	14,375	14,375	-14,375
7210	TECH PREP REG COORD PROJ	14209	0	0	0
7210	CTE/EWDP	14600	0	0	0
7210	CTE Teacher Career Pathway	14700	0	0	0
7210	Industry Regional Collaborative	15300	0	0	0
7210	Child Dev Tng Transfer	18600	2 000	2,000	0
7311	CalWorks Tfr to Fund 01.3	12800	0	4,419	0
7312	CALWorks CDC TRFR TO FUND 33.0	12800	76 543	56 890	60 800
7312	CWStudy tfr to Fund 33.0	12800	26,201	27,526	27,526
7312	CALWorks CDC TRFR fed bkfl	12881	2 864	0	0
7315	CWSSStudy tfr to Fund 51 0	12800	0	0	0
7316	CWSSStudy tfr to Fund 52 0	12800	0	0	0
7318	CWSSStudy tfr to Fund 71 0	12800	2,186	2,000	2,000
7500	GRANTS CARE	12200	24,360	14,561	14,000
7500	MATHEMATICS GRANT	17900	0	1,500	1,500
7600	OTHR OUTGO TO STU-CITD	10500	0	100	0
7600	OTHR OUTGO TO STU-NCR Matric	10800	0	0	0
7600	OTHR OUTGO TO STU-TANF	11800	19,398	25,885	8,128
7600	OTHR PYMTS STUDENT BOOKS	12100	210,000	159,471	151,133
7600	OTHR PYMTS STU BOOKS-DM	12100	0	0	0
7600	OTHR PYMTS STUDENT BOOKS	12181	1,000	0	0
7600	OTHR PYMTS TO/FOR STU-CARE	12200	42,610	39 978	35,333
7600	OTHR PYMTS TO/FOR STU-CARE	12281	9,317	10,370	0
7600	OTHR PYMTS TO/FOR STU-Healthca	13500	0	0	0
7600	OTHR PYMTS TO/FOR STU-CDEV	18600	20,300	22,000	20,300
7610	OTHER PYMNTS TO STUDENT/AIDE	18600	0	500	0
7900	CONTINGENCY-LA Healthcare	13500	5 925	5,925	5 925
7900	CONTINGENCY-ADN RN PROGRAM	13902	0	5 000	0
7900	CONTINGENCY-Basic Skills 09/10	14510	0	0	0
7900	CONTINGENCY-AUDITORIUM	15200	203 856	203,856	253,856
7900	CONTINGENCY-HEALTH CENTER	15400	559,988	559,988	570,545
8980	MATRIC PY INTERFUND TFR-IN	10707	0	0	0
8980	NCR MATRIC INTERFUND TFR-IN	10800	90,197	87 867	87,867
8980	STAFF DEV TRANSFER-IN	11700	25 000	25 000	25 000
8980	STATE FINANCIAL AID	12000	591 163	591,163	591 163
8980	EOPS INTERFUND TRANSFER - IN	12100	125,579	86,902	125,579
8980	Parking INTERFUND TFR-IN	00081	32,329	32 329	0
8980	Federal Backfill INTERFUND TFR-IN	00081	216 422	231 434	0
8980	Additional Categorical tfr in	15600	136,945	324,427	598,632
8980	INSTR EQUIP one-time INTERFUND	15700	0	0	0
8980	INSTR EQUIP INTERFUND TFR-IN	15700	0	0	0
8980	DSPS INTERFUND TRANSFER - IN	16100	150,000	150,000	150,000
8989	FEDERAL WORK STUDY	12000	93 284	93 284	93 284
TOTAL OTHER FINANCING SOURCES			176,173	388,285	497,656
INCREASE/DECREASE IN FUND BALANCE			-944,765	-944,758	-769,769
BEGINNING BALANCE:			944,758	944,758	769,769
ENDING BALANCE			0	0	0

GENERAL RESTRICTED FUND - 01.3

EXPENDITURE BY PROGRAM		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
	PROGRAM				
PAGE 173	02000 DISTANCE EDUCATION	117,055	148,171	143,750	-4,421
PAGE 173	02000 TECH SERVICES	26,695	26,695	0	-26,695
PAGE 174	10300 CAN	0	0	0	0
PAGE 175	10301 CAN PRIOR YR	3,935	3,935	0	-3,935
PAGE 175	10381 CAN FEDERAL	0	0	0	0
PAGE 176	10500 CITD 00474	77,899	101,569	0	-101,569
PAGE 177	10500 CITD LOCAL 00475	31,975	31,976	0	-31,976
PAGE 178	10507 CITD PY 00474	84,392	84,390	0	-84,392
PAGE 179	10508 CITD PY 00474	0	0	0	0
PAGE 180	10509 CITD PY 00474	49,999	49,999	0	-49,999
PAGE 181	10581 CITD Federal 00474	0	10,611	0	-10,611
PAGE 182	10700 MATRICULATION	309,483	307,372	330,611	23,239
PAGE 184	10707 MATRIC PRIOR YR	13,799	13,799	0	-13,799
PAGE 184	10781 MATRIC Federal Backfill	55,742	32,296	0	-32,296
PAGE 185	10800 MATRIC-NCR DM 9150	97,657	94,961	111,344	16,383
PAGE 187	10800 MATRIC-NCR 9151	97,657	94,961	111,344	16,383
PAGE 189	10809 MATRIC-NCR PRIOR YR	4,614	4,614	0	-4,614
PAGE 190	10809 MATRIC-NCR PRIOR YR	4,614	4,614	0	-4,614
PAGE 191	10881 MATRIC-Federal Backfill	16,983	9,170	0	-9,170
PAGE 192	10900 CAHSEE	0	0	0	0
PAGE 194	11100 ULV STEM GRANT	422,390	422,393	0	-418,914
PAGE 195	11102 ULV STEM GRANT YR 2	396,255	396,255	396,255	0
PAGE 197	11204 HSI Solo Grant Year 4	0	0	0	0
PAGE 198	11205 HSI Solo Grant Year 5	197,717	197,717	0	-197,717
PAGE 199	11300 HIS Bridge to Success Y1	0	400,269	250,926	-149,343
PAGE 200	11402 HSI CoOp Grant Year 2	0	0	0	0
PAGE 201	11403 HSI CoOp Grant Year 3	0	0	0	0
PAGE 202	11404 HSI CoOp Grant Year 4	291,172	291,172	0	-291,172
PAGE 203	11405 HSI CoOp Grant Year 5	699,927	699,927	392,215	-307,712
PAGE 204	11500 STEM GRANT	454,044	454,044	0	-453,845
PAGE 205	11502 STEM GRANT YR 2	2,562,226	2,562,225	1,364,659	-1,197,566
PAGE 206	11600 STAFF DIVERSITY	7,523	7,523	7,523	0
PAGE 207	11681 STAFF DIVERSITY Federal Backfill	2,916	1,310	0	-1,310
PAGE 208	11700 STAFF DEV - GEN 00455	10,498	10,498	5,000	-5,498
PAGE 208	11700 STAFF DEV - MGMT 01455	2,250	2,250	1,000	-1,250
PAGE 209	11700 STAFF DEV - FACULTY 02455	29,250	29,250	13,000	-16,250
PAGE 209	11700 STAFF DEV - CLASSIFIED 03455	11,250	11,250	5,000	-6,250
PAGE 209	11700 STAFF DEV - SUPRVS 04455	2,250	2,250	1,000	-1,250
PAGE 211	11800 TANF	39,570	44,539	62,296	17,757
	11900 TANF WORK STUDY/JOB DEV	0	40,970	0	-40,970
PAGE 212	12000 FINANCIAL AID	591,162	638,607	661,481	22,874
PAGE 214	12000 FINANCIAL AID BFAP	415,183	415,183	415,183	0
PAGE 215	12009 FIN AID PRIOR YR	11,896	11,897	0	-11,897
PAGE 216	12000 FEDERAL WORK STUDY	93,284	93,284	93,284	0
PAGE 218	12100 EOPS	462,247	438,256	448,268	10,011
PAGE 221	12100 EOPS - DISTRICT MATCH	125,580	126,069	136,280	10,211
PAGE 220	12109 EOPS - PRIOR YR	14,794	14,793	0	-14,793
PAGE 220	12109 EOPS - PRIOR YR	3,516	3,516	0	-3,516
PAGE 222	12181 EOPS - Federal Backfill	43,565	62,512	0	-62,512
PAGE 224	12200 CARE	66,425	64,316	69,523	5,207
PAGE 225	12209 CARE - PRIOR YR	8,037	8,037	0	-8,037
PAGE 226	12281 CARE - Federal Backfill	0	0	0	0
PAGE 227	12700 CALWORKS DPSS	53,000	53,000	53,000	0
PAGE 228	12800 CALWORKS COORD	142,734	128,431	165,006	36,575
PAGE 228	12800 CALWORKS CHILD CARE	0	0	0	0
PAGE 228	12881 CALWORKS Federal Bkfill	13,205	23,555	0	-23,555
PAGE 229-236	13000 VTEA	346,794	346,792	425,848	51,156

EXPENDITURE BY PROGRAM		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
PAGE 238	13300 REGIONAL CONSORTIUM	303,846	303,846	0	-303,846
PAGE 239	13400 CTE Community Collaborative	226,198	226,198	0	-226,198
PAGE 240	13401 CTE Community Colla/Energy	384,616	384,616	0	-384,616
PAGE 241	13500 NURSING/LA HEALTHCARE	25,631	25,631	0	-25,631
PAGE 242	13600 CAREER TECHNICAL ED/NURSING	0	0	0	0
PAGE 243	13700 METRO WATER DISTRICT	0	0	0	0
PAGE 244	13808 Regional Consortia Partnership 07/08	0	0	0	0
PAGE 244	13809 Regional Consortia Partnership 08/09	0	30,769	0	-30,769
PAGE 245	13900 AND/RN PROGRAM	0	0	0	0
PAGE 246	13901 AND/RN PROGRAM	100,995	100,996	0	-100,996
PAGE 247	13902 AND/RN PROGRAM Yr 2	188,303	190,359	90,131	-100,229
PAGE 248	13981 AND/RN PROGRAM Federal Backfill	18,979	21,204	0	-21,204
	14000 ALLIED HEALTH CARE	0	117,182	0	-117,182
PAGE 249	14100 TECH PREP	65,144	65,144	67,027	1,883
PAGE 250	14200 TECH PREP REG COORD PROJ	300,000	300,000	112,265	-187,735
PAGE 251	14209 TECH PREP REG COORD YR 2	0	0	0	0
PAGE 252	14500 Basic Skills 05/06	0	0	0	0
PAGE 253	14507 Basic Skills 06/07	0	0	0	0
PAGE 254	14508 Basic Skills 07/08	340,832	340,831	0	-340,831
PAGE 255	14509 Basic Skills 08/09	304,663	304,663	304,663	0
PAGE 256	14510 Basic Skills 09/10	195,597	210,966	210,966	0
PAGE 256	14581 Basic Skills Federal Backfill	15,269	8,770	0	-8,770
PAGE 257	14600 CTE/EWDP Faculty/Counselor Wk	0	0	0	0
PAGE 258	14700 Strengthening CTE Programs	0	0	0	0
PAGE 259	15200 AUDITORIUM FACILITY RENTAL	0	0	0	0
PAGE 260	15300 Industry Regional Collaborative	0	0	0	0
PAGE 261	15400 HEALTH CENTER	456,690	456,690	464,438	7,748
PAGE 252	15600 INSTR EQUIP ON-GOING	97,965	97,965	0	-97,965
PAGE 252	15700 INSTR EQUIP ON-GOING	411,594	411,594	0	-411,594
PAGE 264	16100 DSPS	769,184	736,284	793,101	56,817
PAGE 266	16181 DSPS Federal Backfill	36,585	51,630	0	-51,630
PAGE 267	16200 TELECOM/TECHNOLOGY	5,411	5,411	0	-5,411
PAGE 268	16281 TELECOM/TECHNOLOGY Fed Bkfill	0	0	0	0
PAGE 268	16200 TELECOM/TECH LIBRARY	220	220	0	-220
PAGE 270	17700 SECURITY	623,656	655,162	730,000	74,838
PAGE 271	17900 MATHEMATICS GRANT	0	4,499	4,500	1
PAGE 269	18600 CHILD DEV TRNG CONSORTIUM	12,900	13,200	12,905	-295
TOTAL EXPENDITURES		13,397,439	14,085,055	8,453,792	-5,631,263

GENERAL RESTRICTED FUND 01.3

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1100 SALARY FACULTY REGULAR	0	0	0	0
1200 SALARY NONINST FACULTY REGULAR	1,541,337	1,646,483	1,477,107	-169,376
1300 SALARY FACULTY HOURLY	39,000	65,798	500	-65,298
1400 SALARY NONINST FACULTY HOURLY	1,208,038	1,323,069	382,578	-940,491
	<u>2,788,375</u>	<u>3,035,350</u>	<u>1,860,185</u>	<u>-1,175,165</u>
2100 SALARY CLASSIFIED REGULAR	2,487,562	2,565,095	2,338,395	-226,700
2200 SALARY INSTR'L AIDES REGULAR	126,672	126,672	127,326	654
2300 SALARY CLASSIFIED HOURLY	941,738	1,023,561	500,659	-522,902
2400 SALARY INSTR'L AIDES HOURLY	135,600	126,242	102,000	-24,242
	<u>3,691,572</u>	<u>3,841,570</u>	<u>3,068,381</u>	<u>-773,190</u>
3100 STRS	172,431	189,959	132,726	-57,233
3200 PERS	233,123	269,082	267,773	-1,309
3300 OASDI/MEDICARE	313,751	327,947	260,307	-67,640
3400 H & W	716,469	758,721	752,547	-6,174
3500 UN EMP INSURANCE	18,169	19,319	34,392	15,073
3600 WK COMP	124,717	132,710	95,797	-36,913
	<u>1,578,660</u>	<u>1,697,738</u>	<u>1,543,542</u>	<u>-154,197</u>
4000 SUPPLIES	696,059	707,049	296,328	-410,721
5100 CONSULTANTS	1,002,739	1,024,217	146,766	-877,451
5200 CONFERENCE/TRAVEL	238,160	250,965	58,199	-192,766
5300 DUES/MEMBERSHIPS	9,200	10,212	2,200	-8,012
5400 INSURANCE LIABILITY	27,792	27,792	27,792	0
5500 UTILITIES	19,375	10,050	9,775	-275
5600 RENTS, LEASES & REPAIRS	8,220	8,320	7,500	-820
5700 AUDITS	0	0	0	0
5800 OTHER SERVICES	2,274,651	2,357,110	1,351,248	-1,005,862
	<u>3,580,137</u>	<u>3,688,666</u>	<u>1,603,480</u>	<u>-2,085,186</u>
6100 SITE IMPROVEMENTS	722	0	0	0
6200 BUILDINGS	0	0	0	0
6400 EQUIPMENT	1,061,914	1,114,680	81,875	-1,032,805
	<u>1,062,636</u>	<u>1,114,680</u>	<u>81,875</u>	<u>-1,032,805</u>
TOTAL EXPENDITURE	13,397,439	14,085,054	8,453,791	-5,631,263
7210 Intrafund transfers-out	80,198	94,152	18,404	-75,748
7300 INTERFUND TRANSFERS - OUT	107,794	90,835	94,745	3,910
7500 GRANTS	24,360	16,061	15,500	-561
7600 OTHER PAYMENTS TO/FOR STUDENTS	302,625	258,304	214,894	-43,410
7900 RESERVE FOR CONTINGENCIES	769,769	774,769	830,326	55,557
TOTAL APPROPRIATIONS	14,682,184	15,319,175	9,627,660	-5,691,515

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011**

CHILD DEVELOPMENT FUND - 33.0		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
FEDERAL REVENUE					
8140 CHILD DEVELOPMENT CAREERS	26100	76,091	76,091	41,750	-34,341
8190 YESS	28400	194,192	195,024	195,024	0
8190 FOOD	29300	100,000	100,000	100,000	0
8190 FEDERAL TAX BAILOUT	20900	0	0	0	0
TOTAL FEDERAL REVENUE		370,283	371,115	336,774	-34,341
STATE REVENUE					
8621 TAX BAILOUT	20900	81,049	81,052	72,500	-8,552
8621 FULL-DAY PRESCHOOL (CFDP)	27500	0	0	0	0
8621 CHILDCARE AND DEV'T PROGRAM	27510	566,777	300,000	374,073	74,073
8621 RENOVATION AND REPAIR	28800	0	0	0	0
8621 Campus Child Care Apportionment (CCA)	28900	0	0	0	0
8621 CA STATE PRESCHOOL PROGRAM	28910	885,110	860,000	885,110	25,110
8621 CDC INFANTS & TODDLERS	29000	0	0	0	0
8621 CDC APPT-ONE TIME ONLY INSTR'L	29200	0	0	0	0
8621 FOOD PROGRAM CASH IN LIEU	29300	2,377	2,377	2,377	0
8626 IND LIVING - YESS	28300	0	0	0	0
8626 YESS-LA	28400	0	0	0	0
8626 MAPP	29600	11,364	33,309	37,500	4,191
8626 MAPP PY	29606	0	0	0	0
8628 FOSTER KINSHIP CARE ED (FKCE)	28000	491,813	491,813	491,813	0
TOTAL STATE REVENUE		2,038,490	1,768,551	1,863,373	94,822
LOCAL REVENUE					
8860 INTEREST		10,700	8,000	10,700	2,700
8871 CDC FEES		135,000	103,000	110,000	7,000
8871 CDC FEES - COMMUNITY	20200	0	0	0	0
8871 CDC FEES - STUDENT FULL COST	20300	0	0	0	0
8871 CDC FEES - STUDENT FEE ELIGIBLE	20400	0	0	0	0
8871 CDC FEES - REGISTRATION FEE	20500	0	0	0	0
8890 CAREERS IN CHILD CARE TRNG.	27000	0	0	0	0
8890 GLENDORA CHILD CARE	27300	5,820	5,820	5,820	0
8890 CDC CONSORTIUM	28600	0	0	0	0
8890 General CDC	28900	0	0	0	0
TOTAL LOCAL REVENUE		151,520	116,820	126,520	9,700

CHILD DEVELOPMENT FUND - 33.0	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
TOTAL REVENUE	2,560,293	2,256,486	2,326,667	70,181
TOTAL EXPENDITURES	2,856,573	2,741,618	2,753,073	11,456
EXCESS/(DEFICIENCY) OF REV OVER EXPND	-296,280	-485,132	-426,406	58,725
OTHER FINANCIAL SOURCES				
7310 INTRFND TRANS OUT-CAREERS 27000	0	0	0	0
7310 INTRFND TRANS OUT CHANC IL 28300	0	0	0	0
7310 INTRFND TRANS OUT CONSRTM 28600	0	0	0	0
7310 INTRFND TRANS OUT-MAPP 29600	0	0	0	0
7310 INTRFND TRANS OUT-CDC 28900	0	0	0	0
7600 OTHER PMTS TO/FOR STUDENTS 26100	0	1,000	0	-1,000
7600 OTHER PMTS TO/FOR STUDENTS 28400	0	0	0	0
7600 OTHER PMTS TO/FOR STUDENTS 28600	0	0	0	0
7600 OTHER PMTS TO/FOR STUDENTS 28900	0	0	0	0
7900 CONTINGENCY 28900	392,723	182,293	1,011	-181,282
8980 INTRFND TRANS IN - District Match 28900	137,068	137,068	137,068	0
8980 INTRFND TRANS IN - Federal Backfill Tax Bailout	7,854	8,468	0	-8,468
8981 INTRFND TRANS IN - CALWORKS	76,543	56,890	60,800	3,910
8981 INTRFND TRANS IN - CALWORKS	29,065	27,526	27,256	-270
8989 INTRFND TRANS IN - FWS 90100	45,750	45,750	20,000	-25,750
INCREASE/DECREASE IN FUND BALANCE	-392,723	-392,723	-182,293	210,429
BEGINNING BALANCE JULY 1ST	392,723	392,723	182,293	-210,430
ENDING BALANCE JUNE 30TH	0	0	0	-1

CHILD DEVELOPMENT FUND - 33.0

EXPENDITURE BY PROGRAM		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
PAGE 276	00000 FEDERAL BACKFILL TAX BAILOUT	0	8 469	0	-8,469
PAGE 277	90100 FWS	0	0	0	0
PAGE 278	26100 CHILD DEV'T CAREERS 00481	76 091	75,090	41,750	-33,340
PAGE 279	27000 CAREERS	0	0	0	0
PAGE 281	27500 FULL-DAY PRESCHOOL	0	0	0	0
PAGE 283	27510 CHILDCARE AND DEV'T PROGRAM	566 777	566,777	374,073	-192,704
PAGE 285	28000 FOSTER KINSHIP CARE	491,814	491,813	491,813	-1
PAGE 287	28300 IND LIVING - CHANCELLOR'S	0	0	0	0
PAGE 288	28400 IND LIVING - COUNTY	195,024	195,024	195,024	0
PAGE 289	28600 CDC CONSORTIUM	0	0	0	0
PAGE 289	28800 RENOVATION & REPAIR	0	0	0	0
PAGE 290	28900 CAMPUS	0	0	0	0
PAGE 293	28910 CA STATE PRESCHOOL PROGRAM	1,413 127	1 268,759	1 510 536	241,777
PAGE 296	29000 CDC INFANTS & TODDLERS	0	0	0	0
PAGE 296	29200 ONE TIME ONLY INSTR'L SUPPL	0	0	0	0
PAGE 296	29300 FOOD	102,377	102,377	102,377	0
PAGE 297	29600 MAPP	0	0	0	0
PAGE 297	29600 MAPP (00482)	11 364	33,309	37 500	4 192
TOTAL EXPENDITURES		2,856,573	2,741,618	2,753,073	11,456

**CHILD DEVELOPMENT FUND
FUND 33.0**

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1100 SALARY FACULTY REGULAR	277,500	277,500	277,500	0
1200 SALARY NONINST FACULTY REGULAR	0	0	0	0
1300 SALARY FACULTY HOURLY	248,000	170,919	181,000	10,081
1400 SALARY NONINST FACULTY HOURLY	0	0	0	0
	525,500	448,419	458,500	10,081
2100 SALARY CLASSIFIED REGULAR	905,848	909,615	928,274	18,659
2200 SALARY INSTR'L AIDES REGULAR	0	0	0	0
2300 SALARY CLASSIFIED HOURLY	385,958	326,079	245,801	-80,278
2400 SALARY INSTR'L AIDES HOURLY	0	0	0	0
	1,291,806	1,235,694	1,174,075	-61,619
3100 STRS	46,725	38,639	38,722	83
3200 PERS	102,694	99,732	103,870	4,138
3300 OASDI/MEDICARE	117,655	117,959	107,237	-10,722
3400 H & W	279,688	279,688	301,407	21,719
3500 UN EMP INSURANCE	5,108	4,803	11,611	6,807
3600 WK COMP	36,346	33,682	32,652	-1,030
	588,216	574,504	595,498	20,994
4000 SUPPLIES	254,751	263,646	241,333	-22,313
5100 CONSULTANTS	150,500	158,806	226,706	67,900
5200 CONFERENCE/TRAVEL	18,500	21,000	15,500	-5,500
5300 DUES/MEMBERSHIP'S	2,500	2,500	1,900	-600
5600 RENTS, LEASES & REPAIRS	2,100	6,100	6,100	0
5700 AUDITS	0	0	0	0
5800 OTHER SERVICES	20,601	20,661	19,110	-1,551
	194,201	209,067	269,316	60,249
6100 SITE IMPROVEMENTS	0	0	0	0
6200 BUILDINGS	0	0	0	0
6400 EQUIPMENT	2,100	10,288	14,351	4,063
	2,100	10,288	14,351	4,063
TOTAL EXPENDITURE	2,856,573	2,741,618	2,753,073	11,456
7300 INTERFUND TRANSFERS-OUT	0	0	0	0
7600 OTHER PAYMENTS TO/FOR STUDENTS	0	1,000	0	-1,000
	0	1,000	0	-1,000
7900 RESERVE FOR CONTINGENCIES	392,723	182,293	1,011	-181,282
TOTAL APPROPRIATIONS	3,249,296	2,924,911	2,754,084	-170,826

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011**

COMMUNITY EDUCATION FUND REVENUES FUND 39.0

		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
39 0-00000 0-XXXXX-00000-XXXX-0000000					
LOCAL REVENUE					
8830 CONTRACT SERVICES	30100	0	0	0	0
8830 CONTRACT SERVICES - Kenshu	30200	90,550	90,550	75,000	-15,550
8830 LOCAL INCOME - GRAMMY CAMP	30400	0	0	0	0
8830 LOCAL INCOME - OPEN HOUSE	30500	0	0	0	0
8860 INTEREST		3,000	3,000	3,000	0
8872 COMM ED - ADMINISTRATIVE		0	0	0	0
8872 COMM ED - GENERAL	31100	55,000	55,000	55,000	0
8872 COMM ED - FINE ARTS	31100	0	0	0	0
8872 COMM ED - BUS/COMP	31200	0	0	0	0
8872 COMM ED - LANGUAGE	31300	0	0	0	0
8872 COMM ED - HEALTH	31400	0	0	0	0
8872 COMM ED - MONEY MANAGEMENT	31500	0	0	0	0
8872 COMM ED - SWIM LESSONS	31500	116,325	116,325	60,000	-56,325
8872 COMM ED - FITNESS CENTER	31600	73,897	73,897	67,000	-6,897
8872 COMM ED - VOCATIONAL	31700	0	0	0	0
8872 COMM ED - SPECIAL INTERESTS	31800	0	0	0	0
8872 COMM ED - SELF IMPROVEMENT	31900	0	0	0	0
8872 COMM ED - SAFETY	32000	0	0	0	0
8872 COMM ED - ONLINE	32100	10,000	10,000	12,000	2,000
8891 REFUND SERVICE CHARGE		100	100	100	0
TOTAL LOCAL REVENUE		348,872	348,872	272,100	-76,772
TOTAL REVENUE		348,872	348,872	272,100	-76,772

TOTAL EXPENDITURES		348,871	348,872	258,041	-90,831
EXCESS/(DEFICIENCY) OF REV OVER EXPEND		1	0	14,059	14,059
OTHER FINANCING					
7600 OTHER OUT GO - CONTRACT ED	30100	0	0	0	0
7900 CONTINGENCY-CONTRACT ED	30100	0	0	0	0
7900 CONTINGENCY-KENSHU	30200	0	0	0	0
7900 CONTINGENCY-COMM ED	31000	0	0	14,059	14,059
8980 INTERFUND TRANSFER IN	00000	0	0	0	0
8989 INTERFUND TRANSFER IN - FWS	31000	0	0	0	0
8989 INTERFUND TRANSFER IN - FWS	30100	0	0	0	0
TOTAL OTHER FINANCING		0	0	14,059	14,059
INCREASE/DECREASE IN FUND BALANCE		1	0	0	0
BEGINNING BALANCE		0	0	0	0
ENDING BALANCE		1	0	0	0

COMMUNITY EDUCATION FUND
FUND 39.0

EXPENDITURE BY DEPARTMENT		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
DEPARTMENT					
PAGE 299	30100 CONTRACT EDUCATION	0	0	1,000	1,000
PAGE 299	30200 CONTRACT ED - KENSHU	71,034	71,034	54,382	-16,651
PAGE 300	30400 CONTRACT ED - GRAMMY	0	0	0	0
PAGE 300	30500 CONTRACT ED - OPEN HOUSE	0	0	0	0
PAGE 301	31000 COMMUNITY ED ADMIN	88,733	88,733	91,783	3,051
PAGE 302	31100 COMMUNITY ED GEN	27,500	27,500	25,037	-2,463
PAGE 302	31100 COMMUNITY ED FINE ARTS	0	0	0	0
PAGE 303	31200 COMMUNITY ED BUSNS	0	0	0	0
PAGE 303	31300 COMMUNITY ED F-LANG	0	0	0	0
PAGE 304	31400 COMMUNITY ED HEALTH	0	0	0	0
PAGE 304	31500 COMMUNITY ED SWIM LESSONS	97,097	97,097	48,148	-48,949
PAGE 305	31500 COMMUNITY ED MONEY	0	0	0	0
PAGE 305	31600 COMMUNITY ED FITNESS CTR	56,509	56,509	28,090	-28,418
PAGE 306	31700 COMMUNITY ED VOC	0	0	0	0
PAGE 306	31800 COMMUNITY ED SPEC	0	0	0	0
PAGE 306	31900 COMMUNITY ED SELF IMPROVEMENT	0	0	0	0
PAGE 307	32000 COMMUNITY ED SAFETY	0	0	0	0
PAGE 307	32100 COMMUNITY ED ONLINE	8,000	8,000	9,600	1,600
TOTAL EXPENDITURES		348,871	348,872	258,041	-90,831

COMMUNITY EDUCATION FUND 39.0- EXPENDITURE TOTALS

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1100 SALARY FACULTY REGULAR	0	0	0	0
1200 SALARY NONINST FACULTY REGULAR	12,762	12,762	13,273	511
1300 SALARY FACULTY HOURLY	0	0	0	0
1400 SALARY NONINST FACULTY HOURLY	14,330	14,330	15,000	670
	<u>27,092</u>	<u>27,092</u>	<u>28,273</u>	<u>1,181</u>
2100 SALARY CLASSIFIED REGULAR	36,745	36,745	38,591	1 846
2200 SALARY INSTR'L AIDES-REGULAR	0	0	0	0
2300 SALARY CLASSIFIED HOURLY	42,635	42,635	5,000	-37,635
2400 SALARY INSTR'L AIDES HOURLY	107,639	107,639	72,000	-35,639
	<u>187,019</u>	<u>187,019</u>	<u>115,591</u>	<u>-71,428</u>
3100 STRS	2,235	2,235	2,333	97
3200 PERS	4,826	4,826	6,483	1 657
3300 OASDI/MEDICARE	17,288	17,288	11,789	-5,499
3400 H & W	5,272	5,272	5,754	482
3500 UN EMP INSURANCE	642	642	1,036	393
3600 WK COMP	4,282	4,282	2,877	-1,405
	<u>34,546</u>	<u>34,546</u>	<u>30,271</u>	<u>-4,275</u>
4000 SUPPLIES	<u>20,665</u>	<u>20,665</u>	<u>17,955</u>	<u>-2,710</u>
5100 CONSULTANTS	33,400	33,400	12,000	-21,400
5200 CONFERENCE/TRAVEL	3,000	3 000	4,000	1,000
5300 DUES/MEMBERSHIPS	1 500	1,500	1,000	-500
5600 RENTS/LEASE/REPAIR	0	0	0	0
5800 OTHER SERVICES	41,650	41,650	48,950	7,300
	<u>79,550</u>	<u>79,550</u>	<u>65,950</u>	<u>-13,600</u>
6200 SITE IMPROVEMENT	0	0	0	0
6400 EQUIPMENT	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	348,872	348,872	258,040	-90,833
7300 INTERFUND TRANSFERS-OUT	0	0	0	0
7600 OUTGO FOR/TO STUDENTS	0	0	0	0
7900 RESERVE FOR CONTINGENCIES	0	0	14,059	14 059
TOTAL APPROPRIATIONS	348,872	348,872	272,099	-76,774

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011**

CAPITAL PROJECTS FUND - 41.0

		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
41.0-00000.0-XXXXX-00000-XXXX-0000000					
STATE REVENUE					
8651 CP - MATH/SCIENCE	40200	0	0	0	0
8651 CP - Voc Tech Bldg	40300	4,881,520	4,881,520	600,000	-4,281,520
8651 CP - Std Svcs Bldg	40600	233,378	233,378	0	-233,378
8652 SM- Video Tech HVAC Upgrade	45000	0	0	0	0
8652 SM-Block Grant Ongoing Funds	45100	0	0	0	0
8652 SM-Block Grant One-time	45200	0	0	0	0
8652 SM - Campus Walkway Replacement II	45300	0	0	0	0
8652 SM-09-10	45400	0	0	0	0
TOTAL STATE REVENUE		5,114,898	5,114,898	600,000	-4,514,898
LOCAL REVENUE					
8840 CONCESSIONS		25,000	25,000	35,000	10,000
8850 RENTS/LEASES		74,000	74,000	74,000	0
8851 RECORDING ARTS RENTAL		61,027	61,027	62,279	1,252
8852 GYM RENTAL		13,000	13,000	13,000	0
8853 STADIUM RENTAL		100,000	100,000	100,000	0
8854 POOL RENTAL		27,800	27,800	27,800	0
8855 FLS RENTAL		72,000	72,000	72,000	0
8856 AUDITORIUM RENTAL		120,000	120,000	120,000	0
8857 BUILDING RENTAL		0	0	0	0
8858 GROUNDS RENTAL		160,000	160,000	160,000	0
8859 STUDENT CENTER		2,400	2,400	2,400	0
8860 INTEREST		100,000	100,000	100,000	0
8880 NON-RESIDENT TUITION		356,500	356,500	356,500	0
8890 EDISON/KWH INCENTIVE	49000	0	0	0	0
8890 OTHER LOCAL REVENUE		0	0	0	0
8892 REDEVELOPMENT		50,000	50,000	50,000	0
TOTAL LOCAL REVENUE		1,161,727	1,161,727	1,172,979	11,252
TOTAL REVENUE		6,276,625	6,276,625	1,772,979	-4,503,646

CAPITAL PROJECTS FUND - 41.0

41.0-00000.0-XXXXX-00000-XXXX-0000000

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
OTHER FINANCING SOURCES				
7900 Contingency	0	0	0	0
8980 INTERFUND TFR	00000	0	0	0
8980 INTERFUND TFR - SM Video Tech HVAC	45000	0	0	0
8980 INTERFUND TFR - SM UPGRADE HVAC	45100	0	0	0
8980 INTERFUND TFR	45200	0	0	0
8980 INTERFUND TFR	45300	0	0	0
8980 INTERFUND TFR - SM 09-10	45400	0	0	0
8989 INTERFUND TFR FROM FD 74.0 FWS	1 000	1,000	1,000	0
TOTAL OTHER FINANCING SOURCES	1,000	1,000	1,000	0
TOTAL AVAILABLE	6,277,625	6,277,625	1,773,979	-4,503,646
TOTAL EXPENDITURES	13,363,050	13,363,050	8,546,166	-4,816,883
INCREASE/DECREASE IN FUND BALANCE	-7,085,425	-7,085,425	-6,772,187	313,237
BEGINNING BALANCE	7,085,425	7,085,425	6,772,187	-313,238
ENDING BALANCE	0	0	0	0

CAPITAL PROJECTS FUND - 41.0
EXPENDITURE BY DEPARTMENT

DEPARTMENT		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
PAGE 313	00000 FACILITIES USAGE	153,940	153,940	155,979	2,039
PAGE 313	00000 CONCESSIONS	24,957	24,957	25,134	176
PAGE 314	00000 RECORDING ARTS RENTAL	61,027	61,027	62,279	-1,253
PAGE 315	40000 ADMINISTRATIVE SERVICES	6,988,781	6,988,781	6,988,787	6
PAGE 315	40008 GYMNASIUM UPGRADE	0	0	0	0
PAGE 315	40009 COMPUTER TECHNOLOGY	500,000	500,000	500,000	0
PAGE 316	40300 CP VOC TECHNOLOGY	4,881,520	4,881,520	600,000	-4,281,519
PAGE 316	40600 CP Student Services Building	233,378	233,378	0	-233,378
PAGE 317	49900 CAMPUS EMERGENCY	50,000	50,000	50,000	0
PAGE 317	42100 FITNESS CENTER EQUIPMENT	29,800	29,800	28,400	-1,400
PAGE 317	42500 NETWORK REFRESH	258,200	258,200	130,000	-128,200
PAGE 318	42600 TELEPHONE EXPANSION	0	0	5,000	5,000
PAGE 318	43200 SCH MAINT - REPL CAMPUS LOCKS	6,576	6,576	588	-5,988
PAGE 318	45000 SCH MAINT - VIDEO TECH HVAC UPGRD	0	0	0	0
PAGE 319	45100 SCH MAINT - Library DDC	0	0	0	0
PAGE 319	45200 SCH MAINT - PC, TC Roof Recoating	40,880	40,880	0	-40,880
PAGE 319	45300 SCH MAINT - Campus Walkway Replcmnt II	117,461	117,461	0	-117,461
PAGE 320	45400 SCH MAINT - 2010	16,530	16,530	0	-16,530
TOTAL EXPENDITURES		13,363,050	13,363,050	8,546,166	-4,816,883

CAPITAL PROJECTS FUND - 41.0

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
2100 SALARY CLASSIFIED REGULAR	136,580	136,580	120,098	-16,482
2300 SALARY CLASSIFIED HOURLY	93,226	93,226	93,226	0
	<u>229,806</u>	<u>229,806</u>	<u>213,324</u>	<u>-16,482</u>
3220 PERS CLASSIFIED	14,474	14,474	14,188	-287
3320 OASDI CLASSIFIED	14,165	14,165	13,143	-1,022
3360 MEDICARE CLASSIFIED	3,376	3,376	3,137	-239
3420 H&W CLASSIFIED	19,261	19,261	19,465	204
3520 UN EMP INS CLASSIFIED	685	685	1,526	841
3620 WK COMP CLASSIFIED	4,569	4,569	4,240	-330
	<u>56,531</u>	<u>56,531</u>	<u>55,699</u>	<u>-833</u>
4000 SUPPLIES	64,675	64,675	57,561	-7,114
	<u>64,675</u>	<u>64,675</u>	<u>57,561</u>	<u>-7,114</u>
5100 CONSULTANTS	150,599	150,599	50,000	-100,599
5200 TRAVEL	0	0	0	0
5400 INSURANCE LIABILITY	5,790	5,790	5,790	0
5500 UTILITIES ELECTRICAL	1,000	1,000	1,000	0
5600 RENTS, LEASES & REPAIRS	113,623	113,623	113,623	0
5700 LEGAL FEES	20,584	20,584	20,584	0
5800 OTHER SERVICES	6,214,512	6,003,034	5,605,805	-397,229
	<u>6,506,108</u>	<u>6,294,630</u>	<u>5,796,802</u>	<u>-497,828</u>
6100 SITE IMPROVEMENTS	632,865	632,865	500,000	-132,865
6200 BUILDINGS	4,126,564	4,338,042	1,030,880	-3,307,162
6400 EQUIPMENT	1,746,500	1,746,500	891,900	-854,600
	<u>6,505,929</u>	<u>6,717,407</u>	<u>2,422,780</u>	<u>-4,294,627</u>
TOTAL EXPENDITURES	13,363,050	13,363,050	8,546,166	-4,816,884
7100 DEBT RETIREMENT	0	0	0	0
7900 CONTINGENCY	0	0	0	0
TOTAL APPROPRIATIONS	13,363,050	13,363,050	8,546,166	-4,816,883

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011**

REVENUE BOND CONSTRUCTION FUND - 42.0

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
42.0-00000.0-00000-00000-XXXX-0000000				
LOCAL REVENUE				
8860 INTEREST	500,000	500,000	500,000	0
TOTAL LOCAL REVENUE	500,000	500,000	500,000	0
OTHER FINANCING SOURCES				
7900 Contingency	0	0	0	0
8940 SALE OF BONDS	30,000,000	0	0	0
TOTAL OTHER FINANCING SOURCES	30,000,000	0	0	0
TOTAL AVAILABLE	30,500,000	500,000	500,000	0
TOTAL EXPENDITURES	16,326,028	22,305,846	7,840,141	-14,465,705
INCREASE/DECREASE IN FUND BALANCE	14,173,972	-21,805,846	-7,340,141	14,465,705
BEGINNING BALANCE	32,763,691	32,763,691	10,957,845	-21,805,846
ENDING BALANCE	46,937,663	10,957,845	3,617,705	-7,340,141

REVENUE BOND CONSTRUCTION FUND - 42.0
EXPENDITURE BY DEPARTMENT

42 0-00000.0-XXXXX-00530-XXXX-7100000

			ADOPTED BUDGET	OPERATING BUDGET	TENTATIVE BUDGET	BUDGET INCREASES DECREASES
			09-10	09-10	10-11	
DEPARTMENT						
PAGE 324	00000	ADMINISTRATIVE SERVICES	277,208	269,031	277,779	8,747
PAGE 324	80100	FIELD HOUSE/CONCESSION	318,772	498,391	0	-498,391
PAGE 325	80300	EAST PARKING LOT	0	0	0	0
PAGE 325	80500	ENTERPRISE SYSTEM	503,212	548,342	454,329	-94,013
PAGE 326	80600	CENTER FOR INNOVATION	0	39,064	0	-39,064
PAGE 326	80700	STUDENT SVCS BLDG	12,985,510	12,985,510	1,297,802	-11,687,708
PAGE 327	80800	FINE ARTS/COMMUNICATION COMPLEX	400,000	449,690	449,690	0
PAGE 327	80900	VOCATIONAL TECH COMPLEX	0	0	0	0
PAGE 328	81000	MAIN GYM REMODEL	1,000,000	3,906,653	3,906,653	0
PAGE 328	81100	RESTROOM BLDG EAST CAMPUS	0	750,000	750,000	0
PAGE 328	81400	CAMPUSWIDE ROOFING PROJ	0	0	0	0
PAGE 328	81500	CENTRAL PLANT	0	185,071	185,071	0
PAGE 329	81600	ADMIN REMODEL	235,338	367,817	367,817	0
PAGE 329	82400	CAMPUSWIDE HVAC REPLACE/UPGRADI	0	0	0	0
PAGE 329	82406	HVAC EDC	0	0	0	0
PAGE 330	82410	HVAC TECH D/TECH G	0	0	0	0
PAGE 330	82411	HVAC UPGRADE - PHYSICAL SCIENCE	0	0	0	0
PAGE 330	82412	HVAC UPGRADE - VIDEO TECHNOLOGY	0	0	0	0
PAGE 331	82500	SECURITY BUILDING	50,000	1,737,439	0	-1,737,439
PAGE 331	82600	LB REMODEL	0	0	0	0
PAGE 331	82700	HAYDEN HALL	0	1,000	1,000	0
PAGE 332	82900	VIDEO TECHNOLOGY	0	0	0	0
PAGE 332	83000	MATH/SCIENCE	0	0	0	0
PAGE 332	83200	CAMPUS SIGNAGE	150,000	150,000	150,000	0
PAGE 333	83300	EAST QUAD	0	0	0	0
PAGE 333	83700	Softball Field	0	11,850	0	-11,850
PAGE 333	83800	Swing Space - Portable #2	0	0	0	0
PAGE 334	83900	Campuswide Walkway Replacement	0	0	0	0
PAGE 334	83901	Campus Landscape	0	0	0	0
PAGE 334	83902	West Campus Access Drive	0	0	0	0
PAGE 335	84000	Telephone Upgrade	378,170	378,170	0	-378,170
PAGE 335	84100	Campus Wide EMS Upgrade	27,817	27,817	0	-27,817
TOTAL EXPENDITURES			16,326,028	22,305,846	7,840,141	-14,465,705

REVENUE BOND CONSTRUCTION FUND - 42.0

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1400 SALARY CERTIFICATED HOURLY	0	0	0	0
2100 SALARY CLASSIFIED REGULAR	207,224	207,224	227,022	19,798
2300 SALARY CLASS HOURLY	5,000	5,000	5,000	0
	212,224	212,224	232,022	19,798
3100 STRS	0	0	0	0
3200 PERS	19,537	19,537	24,291	4,754
3300 OASDI	21,335	13,158	14,385	1,227
3350 MEDICARE	3,077	3,077	3,364	287
3400 H & W	34,741	34,741	37,796	3,055
3500 UN EMP INSURANCE	637	637	1,671	1,034
3600 WK COMP	4,244	4,244	4,640	396
	83,572	75,395	86,148	10,753
4000 SUPPLIES	6,000	11,261	6,000	-5,261
	6,000	11,261	6,000	-5,261
5100 CONSULTANTS	1,557,454	2,043,955	1,816,786	-227,169
5200 TRAVEL	4,000	4,000	4,000	0
5400 INSURANCE LIABILITY	0	0	0	0
5500 UTILITIES ELECTRICAL	0	0	0	0
5600 RENTS, LEASES & REPAIRS	50,000	233,594	233,594	0
5700 LEGAL FEES	0	0	0	0
5800 OTHER SERVICES	805,750	1,134,262	1,075,262	-59,000
	2,417,204	3,415,811	3,129,642	-286,169
6100 SITE IMPROVEMENTS	656,013	93,039	50,000	-43,039
6200 BUILDINGS	11,135,204	16,574,880	4,000,000	-12,574,880
6400 EQUIPMENT	1,815,811	1,923,236	336,329	-1,586,907
	13,607,028	18,591,155	4,386,329	-14,204,826
TOTAL EXPENDITURES	16,326,028	22,305,846	7,840,141	-14,465,705
7100 DEBT RETIREMENT	0	0	0	0
7900 CONTINGENCY	0	0	0	0
TOTAL APPROPRIATIONS	16,326,028	22,305,846	7,840,141	-14,465,705

CITRUS COMMUNITY COLLEGE DISTRICT

TENTATIVE BUDGET 2010-2011

BOOKSTORE - 51.0

		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
51.0-00000.0-XXXXX-00000-XXXX-000000					
LOCAL REVENUE					
8840 SALES NEW BOOKS	50100	3,100,000	3,100,000	3,000,000	-100,000
8840 SALES USED BOOKS	50200	600,000	600,000	500,000	-100,000
8840 SALES TRADE BOOKS	50300	50,000	50,000	40,000	-10,000
8840 SALES SUPPLIES	50400	350,000	350,000	350,000	0
8840 SALES CANDY	50500	300,000	300,000	350,000	50,000
8840 SALES SOFTWARE	50600	20,000	20,000	20,000	0
8840 SALES DRUGS	50700	6,000	6,000	6,000	0
8840 SALES COSMETOLOGY	50800	215,000	215,000	250,000	35,000
8840 SALES NONTAXABLE	50900	10,000	10,000	10,000	0
8860 INTEREST		12,000	12,000	2,000	-10,000
8890 OTHER LOCAL REVENUE		0	0	0	0
8890 COMMISSIONS		25,000	25,000	25,000	0
8891 SALES OVER/SHORT		0	0	0	0
8891 SALES OVER/SHORT	50800	0	0	0	0
TOTAL LOCAL REVENUE		4,688,000	4,688,000	4,553,000	-135,000
TOTAL REVENUE		4,688,000	4,688,000	4,553,000	-135,000
TOTAL EXPENDITURES		4,446,100	4,466,100	4,478,560	12,460
EXCESS/(DEFICIENCY) of REV. OVER EXPENDITURE		241,900	221,900	74,440	-147,460
OTHER FINANCING					
7316 INTERFUND TRANSFER TO CAFETERIA		90,000	90,000	93,751	3,751
7318 INTERFUND TRANSFER TO ASO		180,000	180,000	190,000	10,000
7600 OTHER OUTGO TO/FOR STUDENTS	50800	25,000	25,000	25,000	0
7900 CONTINGENCY		878,089	858,089	696,878	-161,211
8981 INTERFUND TRANSFER FROM Cal Works Study		0	0	0	0
8989 INTERFUND TRANSFER FROM FWS		22,500	22,500	22,500	0
INCREASE/DECREASE IN FUND BALANCE		-908,689	-908,689	-908,689	0
BEGINNING BALANCE		908,689	908,689	908,689	0
ADJUSTMENT TO FUND BALANCE		0	0	0	0
ENDING BALANCE		0	0	0	0

**GENERAL RESTRICTED FUND - 51.0
EXPENDITURE BY PROGRAM**

			ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
6910000	BOOKSTORE	9500	4,446,100	4,466,100	4,478,560	12,460
TOTAL EXPENDITURES			4,446,100	4,466,100	4,478,560	12,460

BOOKSTORE

FUND 51.0

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1400 SALARY NONINST FACULTY HOURLY	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
2100 SALARY CLASSIFIED REGULAR	398,039	398,039	398,039	0
2200 SALARY INSTR'L AIDES REGULAR	0	0	0	0
2300 SALARY CLASSIFIED HOURLY	210,000	210,000	210,000	0
2400 SALARY INSTR'L AIDES HOURLY	0	0	0	0
	<u>608,039</u>	<u>608,039</u>	<u>608,039</u>	<u>0</u>
3100 STRS	0	0	0	0
3200 PERS	38,646	38,646	42,590	3,945
3300 OASDI/MEDICARE	44,839	44,839	44,839	0
3400 H & W	82,755	82,755	88,843	6,088
3500 UN EMP INSURANCE	1,734	1,734	4,162	2,428
3600 WK COMP	12,161	12,161	12,161	0
	<u>180,134</u>	<u>180,134</u>	<u>192,594</u>	<u>12,460</u>
4000 SUPPLIES	<u>32,500</u>	<u>32,500</u>	<u>32,500</u>	<u>0</u>
5100 CONSULTANTS	0	0	0	0
5200 CONFERENCES	2,500	2,500	2,500	0
5300 DUES/MEMBERSHIPS	5,300	5,300	5,300	0
5500 UTILITIES	5,500	5,500	5,500	0
5600 RENTS/LEASES/REPAIRS	0	0	0	0
5700 LEGAL/AUDIT	0	0	0	0
5800 OTHER SERVICES	3,588,127	3,608,127	3,608,127	0
	<u>3,601,427</u>	<u>3,621,427</u>	<u>3,621,427</u>	<u>0</u>
6100 SITE IMPROVEMENT	0	0	0	0
6200 BUILDINGS	0	0	0	0
6400 EQUIPMENT	24,000	24,000	24,000	0
	<u>24,000</u>	<u>24,000</u>	<u>24,000</u>	<u>0</u>
TOTAL EXPENDITURE	4,446,100	4,466,100	4,478,560	12,460
7300 INTERFUND TRANSFER OUT	270,000	270,000	283,751	13,751
7600 OTHER OUTGO TO/FOR STUDENTS	25,000	25,000	25,000	0
7900 CONTINGENCY	878,089	858,089	696,878	-161,211
TOTAL APPROPRIATIONS	5,619,189	5,619,189	5,484,189	-135,000

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011**

CAFETERIA - 52.0

		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
52.0-00000.0-XXXXX-00000-XXXX-0000000					
LOCAL REVENUE					
8840 SALES CAFETERIA	60100	345,000	345,000	335,000	-10,000
8840 SALES CONCESSIONS	60200	0	0	0	0
8840 SALES BANQUET	60300	69,000	69,000	65,000	-4,000
8840 SALES VENDING	60500	0	0	0	0
8840 SALES NONTAXABLE	60600	40,000	40,000	40,000	0
8840 SALES CAMPUS GRIND	60700	0	0	0	0
8860 INTEREST		500	500	500	0
8890 OTHER LOCAL INCOME		0	0	0	0
8890 OTHER LOCAL INCOME	60500	65,000	65,000	55,000	-10,000
8891 SALES OVER/SHORT		0	0	0	0
TOTAL LOCAL REVENUE		519,500	519,500	495,500	-24,000
TOTAL REVENUE		519,500	519,500	495,500	-24,000
TOTAL EXPENDITURES		620,750	620,750	600,501	-20,249
EXCESS/(DEFICIENCY) of REV. OVER EXPENDITURE		-101,250	-101,250	-105,001	-3,751
OTHER FINANCING					
8981 INTERFUND TRANSFER FROM Cal Works Stud		0	0	0	0
8985 INTERFUND TRANSFER FROM BOOKSTORE		90,000	90,000	93,751	3,751
8989 INTERFUND TRANSFER IN-FWS		11,250	11,250	11,250	0
INCREASE/DECREASE IN FUND BALANCE		0	0	0	0
BEGINNING BALANCE		0	0	0	0
ENDING BALANCE		0	0	0	0

**CAFETERIA
FUND 52.0**

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
2100 SALARY CLASSIFIED REGULAR	180,820	180,820	181,366	545
2300 SALARY CLASSIFIED HOURLY	105,559	105,559	95,000	-10,559
	286,379	286,379	276,366	-10,014
3100 STRS	0	0	0	0
3200 PERS	17,556	17,556	19,406	1,850
3300 OASDI/MEDICARE	21,908	21,908	21,142	-766
3400 H & W	32,055	32,055	34,205	2,150
3500 UN EMP INSURANCE	859	859	1,990	1,131
3600 WK COMP	5,728	5,728	5,527	-200
	78,106	78,106	82,271	4,166
4000 SUPPLIES	25,620	25,620	15,620	-10,000
5000 TENTATIVE EXPENSES	227,645	227,645	223,245	-4,400
6000 CAPITAL OUTLAY	3,000	3,000	3,000	0
TOTAL EXPENDITURE	620,750	620,750	600,501	-20,249
7900 CONTINGENCY	0	0	0	0
TOTAL APPROPRIATIONS	620,750	620,750	600,501	-20,249

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011**

GOLF DRIVING RANGE FUND 59.0	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
59 0-00000.0-XXXXX-00000-XXXX-0000000				
LOCAL REVENUE				
8830 CONTRACTED SERVICES	0	0	0	0
8831 LESSONS Youth	2,500	2 500	2 500	0
8832 LESSONS PGA Pro	0	0	0	0
8833 LESSONS Range Pro	14,000	14 000	14,000	0
8834 LESSONS FLS	10 000	10 000	10,000	0
8840 SALES - BALLS 70100	140,000	140,000	140 000	0
8840 SALES - PRO SHOP MERCHANDISE 70200	25,000	25 000	25,000	0
8840 SALES - CONCESSIONS 70300	3 500	3 500	3,500	0
8840 SALES - CONCESSIONS NON TAXABL 70600	12,000	12 000	12,000	0
8840 SALES - LABOR 70400	300	300	300	0
8840 SALES - CONSIGNMENT 70500	0	0	0	0
8850 RENTAL	24 000	24 000	24,000	0
8860 INTEREST	2,300	2,300	2,300	0
8885 GOLF - LOCAL DUES	270	270	270	0
8870 RETURN CHECK SERVICE	0	0	0	0
8890 LOCAL REVENUE	0	0	0	0
8891 LOCAL REVENUE	70	70	70	0
TOTAL LOCAL REVENUE	233,940	233,940	233,940	0
TOTAL REVENUE	233,940	233,940	233,940	0
TOTAL EXPENDITURES	283,939	283,939	285,575	1,635
EXCESS/(DEFICIENCY)ofREVoverEXPENDITURES	-49,999	-49,999	-51,635	-1,635
OTHER FINANCING SOURCES				
7900 CONTINGENCY	99,530	99 530	97,895	-1 635
8980 INCOMING TRANSFER FROM 01 0	50 000	50 000	50 000	0
8989 INTERFUND TRANSFER FWS	0	0	0	0
INCREASE/DECREASE IN FUND BALANCE	-99,529	-99,529	-99,530	0
BEGINNING BALANCE	99,529	99,529	99,530	1
ENDING BALANCE	0	0	0	1

**GOLF DRIVING RANGE FUND 59.0
EXPENDITURES BY PROGRAM**

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
59.0-00000.0-00000-00470-XXXX-6810000				
GOLF DRIVING RANGE	283,939	283,939	285,575	1,635
TOTAL EXPENDITURES	283,939	283,939	285,575	1,635

GOLF DRIVING RANGE

FUND 59.0

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
2100 SALARY CLASSIFIED REGULAR	117,029	117,029	112,940	-4,089
2300 SALARY CLASSIFIED HOURLY	50,000	50,000	50,000	0
2400 SALARY CLASSIFIED HOURLY	5,000	5,000	5,000	0
	<u>172,029</u>	<u>172,029</u>	<u>167,940</u>	<u>-4,089</u>
3100 STRS	0	0	0	0
3200 PERS	11,848	11,848	12,620	772
3300 OASDI/MEDICARE	13,160	13,160	12,847	-313
3400 H & W	6,450	6,450	11,105	4,655
3500 UN EMP INSURANCE	516	516	1,209	693
3600 WK COMP	3,441	3,441	3,359	-83
	<u>35,415</u>	<u>35,415</u>	<u>41,140</u>	<u>5,725</u>
4000 SUPPLIES	<u>20,900</u>	<u>20,900</u>	<u>20,900</u>	<u>0</u>
5100 CONSULTANTS	10,640	10,640	10,640	0
5200 CONFERENCE/TRAVEL	1,700	1,700	1,700	0
5600 RENTS, LEASES & REPAIRS	5,125	5,125	5,125	0
5700 AUDITS	0	0	0	0
5800 OTHER SERVICES	36,130	36,130	36,130	0
	<u>53,595</u>	<u>53,595</u>	<u>53,595</u>	<u>0</u>
6400 EQUIPMENT	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>
	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>
TOTAL EXPENDITURE	283,939	283,939	285,575	1,635
7900 CONTINGENCY	99,530	99,530	97,895	-1,635
TOTAL AVAILABLE	383,469	383,469	383,470	0

CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010-2011

ASSOCIATED STUDENT ORGANIZATIONS
FUND 71.0

71 0-00000 0-00000-00000-XXXX-0000000		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
LOCAL REVENUE					
8830 CONTRACTED SERVICES-ASO	00485	76,075	76,075	72,351	-3,724
8830 MEN'S BASKETBALL	07352	10,896	10,896	10,933	37
8830 WIND SYMPHONY	13352	480	480	481	1
8830 PASSPORTS TO TRAVEL	16352	3,956	3,956	3,971	15
8830 SAT SERIES FOR KIDS	18352	5,073	5,073	5,092	19
8830 EVENINGS AT EIGHT	19352	20,206	20,206	20,271	65
8830 WOMEN'S ENSEMBLE	25352	1 000	1 000	1 000	0
8830 VOCAL MUSIC	26352	0	0	0	0
8830 CITRUS SINGERS RECORDINGS	26358	3,600	3,600	3 600	0
8830 RDA EXAM HEALTH OCCUP	28352	5,278	5,278	5,298	20
8830 SUMMER CONSERVATORY	29352	13,808	13,808	13,847	39
8830 BATTLE OF THE BANDS	31358	0	0	0	0
8830	33358	0	0	0	0
8830 MEN'S SOCCER	40352	275	275	276	1
8830 THEATER	48352	37,662	37,662	37,773	111
8830 DANCE	49352	5,298	5,298	5,305	7
8830 WOMEN'S VOLLEYBALL	52352	550	550	552	2
8830 INSTRUMENTAL MUSIC	53352	0	0	0	0
8830 SPRING MUSICAL	67352	4,428	4,428	4,439	11
8830 CHRISTMAS SHOW	87358	45,047	45,047	45,095	48
8830 SPRING POP SHOW	90358	2,875	2,875	2 886	11
8830 CITRUS SINGERS TOUR	96358	0	0	0	0
8860 INTEREST		70,000	70,000	70,000	0
8861 INVESTMENT		0	0	0	0
8885 OTHER STUDENT FEES/CHARGES		0	0	0	0
8890 OTHER LOCAL REVENUE		0	0	0	0
TOTAL LOCAL REVENUE		306,507	306,507	303,170	-3,337
TOTAL REVENUE		306,507	306,507	303,170	-3,337
TOTAL EXPENDITURES		429,945	429,945	436,420	6,476
EXCESS/(DEFICIENCY) of REVOVEREXPENDITURES		-123,438	-123,438	-133,250	-9,813
OTHER FINANCING SOURCES					
8981 INTERFUND TRANSFER CalWorks Study		2,186	2,186	2,000	-186
8985 INTERFUND TRANSFER BOOKSTORE		180,000	180,000	190,000	10,000
8989 INTERFUND TRANSFER FWS		11,250	11,250	11,250	0
INCREASE/DECREASE IN FUND BALANCE		69,998	69,998	70,000	187
BEGINNING BALANCE		2,607,506	2,607,506	2,677,504	69,998
ENDING BALANCE		2,677,504	2,677,504	2,747,504	70,000

**ASSOCIATED STUDENT ORGANIZATION - 71.0
EXPENDITURE BY PROGRAM**

	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
00485 STU ACTIVITIES	267,488	267,488	273,576	6,088
07352 MEN'S BASKETBALL CAMP	10,896	10,896	10,933	38
13352 WIND SYMPHONY	480	480	481	1
16352 PASSPORTS TRVL	4,256	4,256	4,271	15
18352 THEATER/YOUTH	5,448	5,448	5,467	19
19352 EVENINGS AT EIGHT	20,700	20,700	20,765	65
25352 WOMEN'S ENSEMBLE	1,000	1,000	1,000	0
26352 Vocal Music	0	0	0	0
26358 CITRUS SINGERS RECORDINGS	3,600	3,600	3,600	0
28352 RDA EXAM HEALTH	5,278	5,278	5,298	20
29352 SUM CONSERVATRY	14,333	14,333	14,372	39
31358 BATTLE OF THE BANDS	0	0	0	0
33358	0	0	0	0
40352 MEN'S SOCCER	276	276	276	0
48352 FA YOUTH SHAKES	37,803	37,803	37,914	111
49352 DANCE	5,298	5,298	5,305	8
52352 WOMEN'S VOLLEYBALL	550	550	552	2
53352 INSTRUMENTAL MUSIC	0	0	0	0
67352 MUSIC COORD	4,618	4,618	4,629	11
87358 MUSIC COORD	45,047	45,047	45,095	48
90358 MUSIC COORD	2,875	2,875	2,886	11
96358 CITRUS SINGERS TOUR	0	0	0	0
TOTAL EXPENDITURES	429,945	429,945	436,420	6,476

ASSOCIATED STUDENT ORGANIZATIONS

FUND 71.0	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
1400 SALARY NONINST FACULTY HOURLY	8,300	8,300	8,300	0
	<u>8,300</u>	<u>8,300</u>	<u>8,300</u>	<u>0</u>
2100 SALARY CLASSIFIED REGULAR	148,130	148,130	150,059	1,930
2200 SALARY INSTR'L AIDES REGULAR	0	0	0	0
2300 SALARY CLASSIFIED HOURLY	145,984	145,984	145,736	-248
2400 SALARY INSTR'L AIDES HOURLY	0	0	0	0
	<u>294,114</u>	<u>294,114</u>	<u>295,795</u>	<u>1,682</u>
3100 STRS	635	635	635	0
3200 PERS	14,382	14,382	16,056	1,674
3300 OASDI/MEDICARE	20,684	20,684	20,831	147
3400 H & W	22,193	22,193	23,948	1,755
3500 UN EMP INSURANCE	840	840	2,025	1,185
3600 WK COMP	6,021	6,021	6,055	34
	<u>64,756</u>	<u>64,756</u>	<u>69,550</u>	<u>4,793</u>
4000 SUPPLIES	3,600	3,600	3,600	0
5000 CONSULTANTS	54,175	54,175	54,175	0
	<u>54,175</u>	<u>54,175</u>	<u>54,175</u>	<u>0</u>
6400 EQUIPMENT	5,000	5,000	5,000	0
TOTAL EXPENDITURE	429,945	429,945	436,420	6,475
7900 CONTINGENCY	0	0	0	0
TOTAL APPROPRIATIONS	429,945	429,945	436,420	6,475

*Contingency is equal to beginning balance plus interest

2010-2011 ASCC BUDGET

INCOME

<u>501</u>	<u>Student Service Fees</u>	\$360,000.00
<u>506</u>	<u>IOU's</u>	\$250.00
<u>507</u>	<u>Bookstore Dividend</u>	\$190,000.00
<u>508</u>	<u>Interest Income</u>	\$50,000.00
<u>509</u>	<u>Athletics</u>	\$6,000.00
<u>510</u>	<u>Video Games</u>	\$3,000.00
<u>511</u>	<u>Miscellaneous</u>	\$700.00
TOTAL INCOME		\$609,950.00

EXPENSES

CAMPUS SERVICE ACCOUNTS

<u>701</u>	<u>Athletic Support Meals</u>	
01-701	Athletic Trainers	\$725.00
02-701	Sports Information	\$167.00
<u>702</u>	<u>Drama</u>	\$5,622.00
<u>703</u>	<u>Social Activities</u>	
01-703	Club Activities	\$5,000.00
02-703	Activities	\$24,200.00
03-703	Football Pep Band	\$400.00
04-703	Leadership Institution	\$5,000.00
<u>704</u>	<u>Community Relations</u>	\$16,732.00
<u>705</u>	<u>Instrumental Music</u>	\$8,184.00
<u>706</u>	<u>Vocal Music</u>	\$8,018.00
<u>707</u>	<u>Memberships</u>	\$5,348.00
<u>708</u>	<u>Printing & Subscriptions</u>	\$372.00
<u>709</u>	<u>Baseball (28: 44 games maximum) 3 coaches</u>	\$8,277.00
<u>710</u>	<u>Men's Basketball (18: 28 games maximum)</u>	\$6,562.00
<u>711</u>	<u>Women's Basketball (18: 28 games maximum)</u>	\$6,562.00
<u>712</u>	<u>Men's Cross-Country (7.5: 9 meets maximum)</u>	\$1,786.00
<u>713</u>	<u>Women's Cross-Country (7.5: 9 meets maximum)</u>	\$1,786.00

2010-2011 ASCC BUDGET

<u>714</u>	<u>Football (80: 10 games maximum)</u>	\$11,318.00
<u>715</u>	<u>Men's Golf (8: 22 matches maximum) 2 coaches</u>	\$2,748.00
<u>716</u>	<u>Women's Golf (8: 22 matches maximum)</u>	\$2,748.00
<u>718</u>	<u>Men's Soccer (20: 22 games maximum)</u>	\$4,827.00
<u>719</u>	<u>Women's Soccer (20: 22 games maximum)</u>	\$4,827.00
<u>720</u>	<u>Softball (24: 52 games maximum) 3 coaches</u>	\$7,972.00
<u>721</u>	<u>Men's Swimming (22: 12 meets maximum) 2 coaches</u>	\$2,944.00
<u>722</u>	<u>Women's Swimming (22: 12 meets maximum) 2 coaches</u>	\$2,944.00
<u>725</u>	<u>Men's Track & Field (25: 14 meets maximum) 2 coaches</u>	\$4,604.00
<u>726</u>	<u>Women's Track & Field (25: 14 meets maximum) 2 coaches</u>	\$4,604.00
<u>727</u>	<u>Volleyball (15: 24 games maximum)</u>	\$4,362.00
<u>728</u>	<u>Men's Water Polo (18: 21 games maximum)</u>	\$4,047.00
<u>729</u>	<u>Women's Water Polo (18: 21 games maximum)</u>	\$4,047.00
<u>730</u>	<u>Haugh P.A.C.</u>	\$6,603.00
<u>731</u>	<u>Vocational Technology</u>	
01-731	Automotive	\$1,023.00
02-731	Cosmetology	\$1,070.00
03-731	Dental Assisting	\$1,395.00
04-731	Vocational Nursing	\$1,860.00
05-731	Evening Cosmetology	\$1,023.00
06-731	Recording Arts	\$1,302.00
07-731	Registered Nursing	\$1,860.00
<u>732</u>	<u>Accounting Supplies</u>	\$1,581.00
<u>735</u>	<u>Campus Improvements</u>	\$45,000.00
<u>736</u>	<u>Salaries</u>	\$272,477.00
<u>737</u>	<u>Scholarships & Grants</u>	\$19,028.00
<u>739</u>	<u>Dance</u>	\$3,999.00

2010-2011 ASCC BUDGET

TOTAL CAMPUS SERVICE ACCOUNTS **\$524,952.00**

ASCC ACTIVITIES ACCOUNTS

<u>801</u>	<u>Awards & Championships (Awards @ \$57.60)</u>	
01-801	Athletic Awards	\$8,000.00
02-801	Achievement Awards/Banquet	\$8,000.00
<u>802</u>	<u>Campus Center Maintenance</u>	\$5,189.00
<u>803</u>	<u>Conferences</u>	\$7,784.00
<u>805</u>	<u>Equipment & Repairs</u>	\$3,027.00
<u>806</u>	<u>Public Relations</u>	\$5,172.00
<u>807</u>	<u>Supplies</u>	\$17,328.00
<u>808</u>	<u>Contingencies</u>	\$30,498.00
	TOTAL ASCC ACTIVITIES ACCOUNTS	\$84,998.00
	TOTAL EXPENSES + CONTINGENCIES	\$609,950.00
	TOTAL INCOME LESS EXPENSES	\$0.00

2010-2011 ASCC BUDGET ADDENDUM

1. This budget does not provide additional funds for out-of-state travel by any of the programs it funds
2. No funds provided from this budget are to be used for the purchase of alcohol.
3. The allocations for the athletics accounts are maximum figures based on teams having at least the maximum number of players and coaches the COA identifies in the guidelines for postseason competition. That number will be reviewed following the fourth week of that team's season and will either remain at the maximum allowed or be reduced to reflect the actual size of the team and district-authorized coaching staff

Adopted 5/18/10

**CITRUS COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET 2010 - 2011**

HAMILTON	PAPNER	MEDINA
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STUDENT FINANCIAL AID FUND 74.0

		ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES
74.0-00000.0-XXXXX-00000-XXXX-0000000					
FEDERAL REVENUE					
8120 FWS	90100	337,320	337,320	337,320	0
8120 FWS PY	90109	50	50	50	0
8150 PELL	90200	7,800,000	11,000,000	11,000,000	0
8150 PELL PY	90209	0	311,120	311,120	0
8150 PELL PY	90207	0	0	0	0
8150 PELL PY	90208	0	0	0	0
8150 FSEOG	90300	281,530	281,530	281,530	0
8150 FSEOG PY	90306	0	0	0	0
8150 FSEOG PY	90307	0	0	0	0
8150 DIRECT LOAN	90400	2,200,000	2,500,000	2,500,000	0
8150 DIRECT LOAN 07/08	90409	0	20,153	20,153	0
8150 Academic Competitive Grant	90800	16,000	35,000	35,000	0
TOTAL FEDERAL REVENUE		10,634,900	14,485,173	14,485,173	0
STATE REVENUE					
8653 CAL GRANT	90500	820,000	820,000	820,000	0
8653 CAL GRANT PY	90507	0	0	0	0
8653 CAL GRANT PY	90508	0	0	0	0
TOTAL STATE REVENUE		820,000	820,000	820,000	0
TOTAL REVENUE		11,454,900	15,305,173	15,305,173	0
TOTAL EXPENDITURES		56,250	56,250	56,250	0
EXCESS/(DEFICIENCY) of REVENUE over EXPENDITURES		11,398,650	15,248,923	15,248,923	0
OTHER OUTGO					
7300 TFR ACA FWS to FD 01.0	90100	21,086	21,086	21,086	0
7300 TFR ACA FSEOG to FD 01 0	90300	17,596	17,596	17,596	0
7310 TFR TO FD 01 0 FWS	90100	75,000	75,000	75,000	0
7311 TFR TO FD 01 3 FWS	90100	93,284	93,284	93,284	0
7312 TFR TO FD 33 0 FWS	90100	45,750	45,750	45,750	0
7314 TFR TO FD 41 0 FWS	90100	1,000	1,000	1,000	0
7315 TFR TO FD 51 0 FWS	90100	22,500	22,500	22,500	0
7316 TFR TO FD 52 0 FWS	90100	11,250	11,250	11,250	0
7317 TFR TO FD 59 0 FWS	90100	0	0	0	0
7318 TFR TO FD 71 0 FWS	90100	11,250	11,250	11,250	0
7510 PELL	90200	7,800,000	11,000,000	11,000,000	0
7510 PELL PY	90209	0	311,120	311,120	0
7510 PELL PY	90207	0	0	0	0
7510 PELL PY	90208	0	0	0	0
7510 SEOG	90300	263,934	263,934	263,934	0
7510 SEOG	90306	0	0	0	0
7510 SEOG PY	90307	0	0	0	0
7510 DIRECT LOAN	90400	2,200,000	2,500,000	2,500,000	0
7510 STUDENT AIDE	90409	0	20,153	20,153	0
7510 CAL GRANT	90500	820,000	820,000	820,000	0
7510 CAL GRANT PY	90507	0	0	0	0
7510 CAL GRANT PY	90508	0	0	0	0
7510 ACG	90800	16,000	35,000	35,000	0
INCREASE/DECREASE IN FUND BALANCE		0	0	0	0
BEGINNING BALANCE		0	0	0	0
ENDING BALANCE		0	0	0	0

STUDENT FINANCIAL AID FUND 74.0 74 0-00000 0-90100-00429-XXXX-7320000 FWS - OFF CAMPUS	ADOPTED BUDGET 09-10	OPERATING BUDGET 09-10	TENTATIVE BUDGET 10-11	BUDGET INCREASES DECREASES	
5800 OTHER SERVICES	90100	56 250	56 250	56 250	0

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	X
SUBJECT:	Cash Borrowing from the Los Angeles County Treasurer	Information	
		Enclosure(s)	

BACKGROUND

Temporary borrowing of cash from the County Treasurer to meet cash flow shortages in fiscal year 2010-11, may occur through April 25, 2011, per Article XVI, Section 6, of the California Constitution. Districts must be cash self-sufficient from April 26, 2011, through June 30, 2011. There is no direct interest expense to borrow from the Treasurer; however, negative cash balances will automatically reduce the interest earnings in the district's general fund. Due to lack of a state budget apportionment dollars are not being paid to Community College Districts; it will be necessary by late September or early October without legislative action for Citrus College to borrow cash.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Authorization is requested to approve Resolution 2009-10-06 for the Vice President of Finance and Administrative Services or designee to borrow funds from the Los Angeles County Treasurer during the 2010-2011 fiscal year, whenever such transfers are needed to cover cash flow problems and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed \$50,116,660.

Carol Horton
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. H.3.

CITRUS COMMUNITY COLLEGE DISTRICT

**RESOLUTION
2009-10-06**

CASH BORROWING

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year.

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the Los Angeles County Treasurer.

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$50,116,660
2. For fiscal year 2010-2011
3. Shall not exceed 85 percent of the anticipated revenues accruing to the District
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
5. Shall be repaid from revenues accruing to the District before any other obligation of the District is met from such revenue.

BE IT THEREFORE RESOLVED, that the Governing Board of the Citrus Community College District hereby requests the Treasurer to make temporary transfers of funds.

Passed and Adopted by the Board of Trustees of Citrus Community College District this 8th day of June 2010, by the following vote:

Ayes:	_____
Noes:	_____
Abstain:	_____
Absent:	_____

Date: June 8, 2010

Gary L. Woods, President
Board of Trustees

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	X
SUBJECT:	Temporary Cash Loans Between District Funds	Information	
		Enclosure(s)	

BACKGROUND

Temporary cash loans are transfers of cash from the General Fund to other funds within the District for cash flow purposes only during the fiscal year. It is a requirement of Los Angeles County that sufficient cash is available for transactions occurring within each fund. There is no fiscal impact to the District.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Authorization is requested to approve Resolution 2009-10-07 for the Vice President of Finance and Administrative Services or designee to make temporary cash loans during the 2010-2011 fiscal year, between District funds whenever such transfers are needed to cover cash flow problems and to permit payment of obligations. The amount of any individual transfer to any fund shall not exceed \$5,000,000.

Carol Horton

Recommended by

/ _____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.4.

CITRUS COMMUNITY COLLEGE DISTRICT

**RESOLUTION
2009-10-07**

TEMPORARY INTERFUND CASH BORROWING

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year and;

WHEREAS, temporary transfer of cash between district funds is permitted by Education Code Section 42063, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$5,000,000.
2. For fiscal year 2010-2011.
3. Amount shall not exceed 75 percent of any moneys held in any fund.
4. Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

BE IT THEREFORE RESOLVED, The Governing Board hereby authorizes the borrowing of cash between all of the district funds.

Passed and Adopted by the Board of Trustees of Citrus Community College District this 8th day of June 2010, by the following vote:

Ayes: _____
Noes: _____
Abstain: _____
Absent: _____

Gary L. Woods, President
Board of Trustees

Date: June 8, 2010

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Appropriation Transfers	Information	_____
		Enclosure(s)	X

BACKGROUND

Education Code 42601 requires each District, annually, to not overspend in each major object code. Therefore, authorization is given to Los Angeles County Office of Education to move budgetary money from one major object to another.

This item was prepared by Rosalinda Buchwald, Director of Fiscal Services.

RECOMMENDATION

Authorization is requested to authorize the Los Angeles County Office of Education to make the necessary appropriation transfers at the close of the school year 2009-2010 in order to permit payment of obligations at the end of the school year in accordance with the provisions of Education Code Section 42601.

Carol R. Horton
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.5.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Institutional Membership	Information	
		Enclosure(s)	X

BACKGROUND

The Board of Trustees annually approves institutional memberships as an action item at the June meeting for payment, effective July 1, 2010, as required by Education Code.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization to approve the 2010-2011 institutional membership list.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ H.6. _____

2010-2011 INSTITUTIONAL MEMBERSHIPS

INSTITUTIONAL MEMBERSHIPS	ESTIMATED AMOUNT
Academic Senate for California Community Colleges	2,963.58
Accrediting Commission for Community and Junior Colleges	17,453.00
American Association of Community Colleges	13,520.00
American Choral Directors Association	110.00
American College Health Association	643.00
American Council on International Intercultural Education	595.00
American Volleyball Coaches Association	
Associated Collegiate Press	119.00
Association for Institutional Research	125.00
Association for Student Advancement Programs	115.00
Association of Chief Human Resources Officers/Equal Employment Officers	150.00
Association of Community and Continuing Education (ACCE)	120.00
Association of Community College Trustees	5,274.00
Association of Fundraising Professionals	350.00
Association of Performing Arts Presenters	986.50
Athletic Equipment Managers Association (AEMA)	
Automotive Engine Rebuilders Association	200.00
Automotive Service Councils, Foothill Chapter #5	25.00
Azusa Chamber of Commerce	255.00
Baseball Coaches Association	
California Association of College Stores	528.00
California Association of Postsecondary Educators of the Disabled	240.00
California Association of School Business Officials (CASBO)	572.00
California Chamber of Commerce	3,700.00
California Colleges for International Education	450.00
California Community College Chief Instructional Officers	300.00
California Community College Council for Staff & Organizational Development	125.00
California Community College Cross Country & Track Coaches Association	100.00
California Community College Ladies Golf Association	150.00
California Community College Women's Basketball Coaches Association	200.00
California Community Colleges Chief Student Services Administrators Association	300.00
California Community Colleges Men's Basketball Coaches Association	350.00
California Community College Soccer Coaches Association	75.00
California Organization of Associate Degree Nursing Program Directors	100.00
California Placement Association	100.00
California Presenters	150.00
Child Care Food Program Roundtable	35.00
Claremont Chamber of Commerce	149.00
College Band Directors National Association	75.00
College Sports Information Directors Association (COSIDA)	
Commission on Athletics (California Community College Athletic Association)	9,190.00
Community College Facility Coalition	825.00
Community College Leadership Development Initiatives Foundation	1,000.00
Community College League of California	15,359.00
Community College Survey of Student Engagement (CCSSE)	9,050.00
Connect ₂ One	1,400.00
Consortium of Southern California Colleges and Universities (CSCCU)	250.00
Cooperative Organization for the Development of Employee Selection Procedures (CODESP)	1,750.00
Council for Advancement and Support of Education (CASE)	2,120.00
Council for Higher Education Accreditation	501.00
Council of Chief Librarians, California Community Colleges	150.00
Covina Chamber of Commerce	110.00

2010-2011 INSTITUTIONAL MEMBERSHIPS

INSTITUTIONAL MEMBERSHIPS	ESTIMATED AMOUNT
Duarte Chamber of Commerce	217.00
Education Mandated Cost Network	2,000.00
Educause	1,830.00
Equal Employment Diversity and Equity Consortium	250.00
Football Coaches Association	
Glendora Chamber of Commerce	1,250.00
Glendora Community Coordinating Council	40.00
Health Services Association -California Community Colleges	150.00
Hispanic Association of Colleges and Universities	7,650.00
Honors Transfer Council of California (HTCC)	90.00
Independent College Bookstore Association	2,000.00
Innovative Users Group	90.00
International Consortium for Education and Economic Development	800.00
International Ticketing Association, Inc.	195.00
Irwindale Chamber of Commerce	210.00
ISSA/Interclean	275.00
Journalism Association of Community Colleges	700.00
League for Innovation in the Community College - Alliance Membership	1,350.00
Learning Resources Association of the California Community Colleges	200.00
Learning Resources Network (LERN)	595.00
Los Angeles County School Trustee Association	100.00
Los Angeles Flower District	50.00
Metropolitan Cooperative Library System	200.00
Monrovia Chamber of Commerce	418.00
NAFSA Association of International Educators	360.00
National Association for Community College Entrepreneurship	500.00
National Association of College Stores, Inc.	975.00
National Association of Colleges and Employers	400.00
National Association of EMS Educators	105.00
National Association of Student Financial Aid Administrators	1,409.00
National Association of Veterans' Program Administrators	150.00
National Athletic Trainers Association (NATA)	
National Business Incubation Association	425.00
National Collegiate Honors Council	500.00
National Council for Marketing and Public Relations	325.00
National Council for Workforce Education (NCWE)	295.00
National League for Nursing	200.00
National Network 2	200.00
National Student Clearinghouse	573.35
Network of California Community College Foundations	350.00
Public Education Providers of Traffic Violators Schools	150.00
Recording for the Blind & Dyslexic Learning Through Listening	350.00
San Gabriel Valley/Foothill Association of Community Colleges	500.00
School Services of California, Inc.	3,420.00
Society of Professional Audio Recording Services	350.00
Softball Coaches Association	
South Coast Higher Education Council	50.00
Southern 30 Information Exchange Consortium	200.00
Southern California Broadcasters Association	35.00
Southern California Football Association (SCFA)	
Southern California Golf Association	1,105.00
Southern California Golf Coaches Association	

2010-2011 INSTITUTIONAL MEMBERSHIPS

INSTITUTIONAL MEMBERSHIPS	ESTIMATED AMOUNT
Southern California Intersegmental Articulation Council	75.00
Specialty Equipment Market Association	150.00
State Community College Organization of Physical Educators	400.00
Swim Coaches Association	
The Research & Planning Group for California Community Colleges	350.00
Transfer Center Directors Association	50.00
Travel Adventure Cinema Society (TRACS)	100.00
Used Textbook Association	300.00
Water Polo Coaches Association	
Western Arts Alliance (WAA)	350.00
Western Association of Veteran Educational Specialists	75.00
Western Region Honors Council	50.00
Western States Conference (WSC)	
	127,895.43

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Approval of Change Order Two for Project 01-0607, Campus Security Building	Information	_____
		Enclosure(s)	X

BACKGROUND

At its meeting of August 18, 2009, the Board of Trustees awarded project number 01-0607, Campus Security Building to Inland Empire Builders of Rancho Cucamonga, California. During the course of construction the District has identified some additional requirements. They are enumerated in the enclosed Change Order Request that is part of Change Order Two. The increase is \$35,056.80. The revised total of the contract after Change Order Number One is \$1,120,985.87. The change will add 21 days to the construction time.

This item was prepared by Robert Iverson, Director of Purchasing and Warehouse.

RECOMMENDATION

Authorization is requested to approve Change Order Number Two in the amount of \$35,056.80 and add 21 days to the time for completion for project number 01-0607, Campus Security Building.

Carol R. Horton
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.7.

CHANGE ORDER

tBP/Architecture
4611 Teller Ave
Newport Beach, CA 92660

PROJECT: Campus Security Building CHANGE ORDER # 2
Citrus Community College District DATE: May 24, 2010
CONTRACTOR: Inland Empire Builders. D.S.A. # A03-110402 F19-C9
10271 Trademark St. tBP # 20614.00
Rancho Cucamonga, CA 91730

ORIGINAL CONTRACT AMOUNT: \$ 1,021,452.00
Previous Change Order: \$ 64,477.07
This Change Order: \$ 35,056.80
Total Change Order: \$ 99,533.87
REVISED CONTRACT AMOUNT: \$ 1,120,985.87

Notice To Proceed, October 12, 2009. 300 Calendar Day Contract
ORIGINAL CONTRACT COMPLETION DATE: August 7, 2010
Previous Change Order: 0 Calendar Days
This Change Order: 21 Calendar Days
Total Change Orders: 21 Calendar Days
REVISED CONTRACT COMPLETION DATE: August 28, 2010

Upon signing by the Owner and the Contractor, the above noted Contract is hereby changed per the terms of the contract and this Change Order including attached exhibit "A".

This change represents full and complete compensation for all cost, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work.

APPROVALS:

tBP/Architecture Inc. DATE _____

Inland Empire Builders Inc. DATE _____

Citrus Community College District DATE _____

- #1 DESCRIPTION: COR 10r2
Install approximately 80 LF of 3" typed K copper pipe underground at east end of site.
REASON: For future installation of landscape irrigation.
REQUESTED BY: District
COST: \$ 4,113.71
TIME EXTENSION: 0 days
- #2 DESCRIPTION: COR 11
Delete two plumbing isolation valves.
REASON: Not needed and District preference to not have.
REQUESTED BY: Architect / District
COST: - <\$ 206.70>
TIME EXTENSION: 0 days
- #3 DESCRIPTION: COR 12r
In lieu of providing a double high/low drinking fountain, provide a single drinking fountain at disabled access height
REASON: Alcove indicated for drinking fountain did not have code required dimensions to install double drinking fountain.
REQUESTED BY: District / Architect
COST: - <\$ 338.07>
TIME EXTENSION: 0 days
- #4 DESCRIPTION: COR 13
Add light and receptacle in attic space.
REASON: Campus maintenance department request to provide lighting in attic when working on equipment.
REQUESTED BY: District
COST: \$ 1,291.55
TIME EXTENSION: 0 days
- #5 DESCRIPTION: COR 14r
Revise substation per Bulletin 9
Note to DSA: see attached Bulletin 9.
REASON: District preference
REQUESTED BY: District
COST: \$ 17,268.29
TIME EXTENSION: 0 days
- #6 DESCRIPTION: COR 15
Eliminate hot water circulation pump and related plumbing pipes.
REASON: Short distance from hot water tank to plumbing fixtures does not justify hot water circulation.
REQUESTED BY: District
COST: - <\$ 502.60>

- TIME EXTENSION: 0 days
- #7 DESCRIPTION: COR 16
Per Bulletin 11, provide door in lieu of window between rooms 103 and 101
REASON: User request for programming.
REQUESTED BY: District
COST: \$ 2,543.95
TIME EXTENSION: 0 days
- #8 DESCRIPTION: COR 17r
Stucco walls in room 113.
REASON: Stucco not sufficiently clear on bid documents. Contractor bid with no wall finish. District agreed to split contractor's initially submitted cost.
REQUESTED BY: District / Architect / Contractor
COST: \$ 2,449.91
TIME EXTENSION: 0 days
- #9 DESCRIPTION: COR 18r
Credits for work deleted in Bulletin 9 (substation revisions).
Note to DSA: see attached Bulletin 9.
REASON: District preference
REQUESTED BY: District
COST: - <\$ 2,485.13>
TIME EXTENSION: 0 days
- #10 DESCRIPTION: COR 19
Remove existing sycamore tree at north/east side of site.
REASON: Tree was dying and in danger of falling.
REQUESTED BY: District
COST: \$ 1,499.40
TIME EXTENSION: 0 days
- #11 DESCRIPTION: COR 20
Contractor requested cost for overhead due to construction delays caused by grading revisions (see Change Order #1, item #2) and substation revisions (see Change Order #2, item 5).
REASON: Delay caused extended overhead.
REQUESTED BY: Contractor / District
COST: \$ 6,737.66
TIME EXTENSION: 21 days
- #12 DESCRIPTION: COR 21
Increase asphalt thickness to 4" at entire parking area (in lieu of 4" at drive lanes and 3" at parking stalls). All finish grades to remain unchanged from DSA approved documents.

REASON: District preference
REQUESTED BY: District
COST: \$ 2,002.77
TIME EXTENSION: 0 days

#13 DESCRIPTION: COR 23
Additional temporary/construction fence rental time.
REASON: Protect landscape area and students from student foot-traffic while
landscaping is installed.
REQUESTED BY: District
COST: \$682.06
TIME EXTENSION: 0 days

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Notice of Completion, Project #01-0607, Campus Security Building	Information	
		Enclosure(s)	

BACKGROUND

At its meeting of August 18, 2010, the Board of Trustees awarded project #01-0607, Campus Security Building. Bids were solicited and a contract was awarded to Inland Empire Builders of Rancho Cucamonga, California in the amount of \$1,021,452.00. The project has now been completed with two change orders in the amount of \$99,533.87. The final contract amount is \$1,120,985.87.

California Civil Code Section 3117 requires the owner of a construction project to file a Notice of Completion in the county in which the project is located within ten days of the acceptance of the project.

This item was prepared by Robert Iverson, Director of Purchasing and Warehouse.

RECOMMENDATION

Authorization is requested to accept Project #01-0607, Campus Security Building as complete and authorize staff to file the required Notice of Completion with the County of Los Angeles. The final contract amount is \$1,120,985.87.

Carol R. Horton
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. H.8.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	JUNE 8, 2010	Resolution	_____
SUBJECT:	Memorandum of Understanding between CSU Fullerton Auxiliary Services Corporation (ASC) and Citrus College	Information	_____
		Enclosure(s)	X

BACKGROUND

The attached Memorandum of Understanding provides for Summer Research Experience 2010, in which selected Citrus College math and science students participate in research with CSUF faculty at CSUF, for a period of eight weeks. The purpose of the Summer Research Experience is to increase student motivation, improve retention and movement to four-year institutions in STEM fields. This is the second year for the Summer Research Experience, which continues to enhance institutional collaboration between CSUF and Citrus College.

This item was prepared by Sylvia Smythe, Director of College Success and Project Director for the STEM Grant.

RECOMMENDATION

Authorization is requested to approve the attached memorandum of Understanding between CSU Fullerton Auxiliary Services Corporation (ASC) and Citrus College, establishing the second Summer Research Experience.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. H.9.

Citrus Community College District

This Agreement is entered into by and between Citrus Community College District (District) and CSU Fullerton Auxiliary Services Corporation (ASC). This Agreement is for the performance of a portion of the work awarded to Citrus College as fiscal agent for the CCRAA HSI STEM Grant, by the U.S. Department of Education.

1. **STATEMENT OF WORK:** ASC shall exercise its best efforts to carry out the program indicated in Exhibit A, which is incorporated herein and made a part of this Agreement.
2. **PERIOD OF PERFORMANCE:** The period of performance for this project shall be from June 14, 2010 through August 6, 2010.
3. **PAYMENTS:** District will reimburse ASC actual costs for the performance of work under this Agreement in the amount not to exceed \$62,700, based on the budget incorporated into this Agreement in Exhibit A.
4. **INVOICES:** District will reimburse ASC upon receipt of monthly invoices provided by ASC. Invoices shall identify expenditures by major budget categories (i.e., salaries, fringe benefits, equipment, travel, supplies, etc.) as provided in Exhibit A, and shall show current request and cumulative expenses. Invoices must include the following certification signed by an officer or designated official of ASC: "I certify that this request represents actual costs incurred during the invoice period and that these costs are appropriate and in accordance with this Agreement. ASC further certifies that payment made by District under this Agreement shall not duplicate reimbursement of costs and services which are received from other sources."

The final invoice shall be clearly marked "FINAL" and will be submitted to District within 45 days after termination of this Agreement. If applicable, the final invoice shall show ASC's cost share amounts. Final invoices received after forty-five days following the termination or end date of this Agreement shall be honored at the discretion of District unless another date for submission is agreed upon in advance by District and ASC.

Invoices shall be dated, numbered, and referenced to the Citrus College Agreement # _____ and Purchase Order # _____ and mailed to:

Accounts Payable
Bertha Bobadilla
Citrus Community College
1000 West Foothill Boulevard
Glendora, CA 91741-1899.

District reserves the right to withhold payment of ASC's invoices until acceptance of all services, reports, and/or supplies called for in this Agreement.

5. **PROJECT MANAGEMENT:** District's Project Director is responsible for the overall conduct of the project. The Project Director is responsible for program technical monitoring and guidance. ASC's Project Director is responsible for ASC's portion of the project. No substitution may be made of the ASC Project Director without prior written approval from District.

For programmatic or technical matters:

Ms. Sylvia Smythe
Citrus Community College
1000 West Foothill
Glendora, CA 91741-1899

For business matters:

Rosalinda Buchwald, Director of Fiscal Services, Citrus College
Shou-Yinn (Pearl) Cheng, Director of Sponsored Programs Office, ASC

6. **KEY PERSONNEL:** Project activities at ASC shall be under the direction of Dr. Steven N. Murray, Dean. ASC shall notify District in writing of any proposed changes.
7. **EQUIPMENT ACCOUNTABILITY AND DISPOSITION:** For the purposes of this Agreement, equipment is defined as non-expendable, tangible personnel property having a useful life of more than one year and an acquisition cost of \$1,000 or more. Title to equipment purchased under this Agreement vests with ASC, subject to the provisions of the Award.

8. ACCOUNTING RECORDS AND PROGRAM:

Accounts and Records. The accounting for funds awarded under this agreement will be in accordance with the generally accepted accounting principles consistently applied and in accordance with federal cost principals and Office of Management and Budget circulars, as applicable to Citrus College. ASC shall maintain records to support identifiable charges to the project. Obligations, commitments, encumbrances, or expenditures must be made within the period of the performance as stated in Article 2 of this Agreement.

Examination of Records. ASC agrees that District shall, until the expiration of the three (3) years after final payment under this agreement, have access to and right to examine any directly pertinent books, documents, papers, and records of ASC involving transactions related to this Agreement. It is understood that, unless agreed to in writing by ASC, such examination shall be made during ASC's regularly established business hours.

9. **ASSIGNMENT:** ASC shall not assign, transfer, or subcontract its interest or obligations under this Agreement without the written consent of District.
10. **AMENDMENT:** This Agreement can only be amended by joint written agreement signed by the authorized representative. No modification will be binding until signed by both parties. The authorized representatives are the signatories noted at the end of this Hold Harmless Agreement.
11. **RECORD RETENTION:** Financial record, supporting documents and other record pertaining to this Agreement shall be maintained and retained by ASC for a period of three years from the termination date of this Agreement.

12. PUBLICATIONS: ASC agrees that all publications that result from work under this Agreement will acknowledge that the project was supported by a grant from the U.S. Department of Education.

13. CHANGES: This Agreement constitutes the entire agreement between the parties regarding the subject matter herein. Any modification to this Agreement shall be made in writing and must be signed by the authorized representatives of both parties.

FOR CSU Fullerton Auxiliary Services Corporation

By _____
William M. Dickerson
Executive Director

Date:

FOR Citrus Community College District

By _____
Mrs. Carol R. Horton
Vice President, Finance and Administrative Services

Date:

Exhibit A

Scope of Work

- 1) Engage Citrus College students in a summer research experience to provide motivation, improve retention and movement to four-year institutions in STEM fields, and to enhance institutional collaborations between California State University, Fullerton (CSUF) and Citrus College.

Eight students from Citrus College will be selected to take part in summer research experiences at CSUF where they will perform research in CSUF STEM faculty labs. Student candidates will be chosen from a pool selected by Citrus College coordinators and then their names submitted to CSUF where assignments to CSUF faculty mentors will be made based on their academic field of interest and mentor availability.

	Budget		
<i>Personnel</i>	<i>Requested Salary</i>	<i>Fringe</i>	<i>Total</i>
PI: Steve Murray	\$0	\$0	\$0
Co-PI: Mark Filowitz	\$0	\$0	\$0
Co-PI: Rochelle Woods	\$0	\$0	\$0
CSUF Faculty Mentors – 8 (each at \$1,971 + \$29 in fringe at 1.45%)	\$15,771	\$229	\$16,000
Total Personnel			\$16,000
 <i>Participant Costs</i>			
Stipends: 8 students	\$32,000 (\$4,000 each)		
Transportation/Parking: 8 students	\$1,000 (\$125 each)		
Enrollment in UE: 8 students	\$400 (\$50 each)		
Total Participant Costs			\$33,400
 <i>Other Direct Costs</i>			
Materials/Research Supplies: 8 students	\$12,000 (\$1,500 each)		
Events	\$1,300		
Total Other Direct Costs			\$13,300
Total Direct Cost			\$62,700
Indirect Cost @ 0 %			\$0
Total Requested Fund			\$62,700

Citrus Community College District

This Agreement is entered into by and between Citrus Community College District (District) and The Regents of The University of California, Riverside (UCR). This Agreement is for the performance of a portion of the work awarded to Citrus College as fiscal agent for the CCRAA HSI STEM Grant, by the U.S. Department of Education.

1. **STATEMENT OF WORK:** UCR shall exercise its best efforts to carry out the program indicated in Exhibit A, which is incorporated herein and made a part of this Agreement.
2. **PERIOD OF PERFORMANCE:** The period of performance for the Scientific Teaching workshop is August 17-19, 2010.
3. **PAYMENTS:** District will reimburse UCR actual costs for the performance of work under this Agreement in the amount not to exceed \$546.32, based on the budget incorporated into this Agreement in Exhibit A.
4. **INVOICES:** District will reimburse UCR upon receipt of invoices provided by UCR. Invoices shall identify expenditures by major budget categories (i.e., stipends, equipment, supplies, etc.) as provided in Exhibit A, and shall show current request and cumulative expenses. Invoices must include the following certification signed by an officer or designated official of UCR: "I certify that this request represents actual costs incurred during the invoice period and that these costs are appropriate and in accordance with this Agreement. UCR further certifies that payment made by District under this Agreement shall not duplicate reimbursement of costs and services which are received from other sources."

The final invoice shall be clearly marked "FINAL" and will be submitted to District within forty-five (45) days after termination of this Agreement. If applicable, the final invoice shall show UCR's cost share amounts. Final invoices received after forty-five days following the termination or end date of this Agreement shall be honored at the discretion of District unless another date for submission is agreed upon in advance by District and UCR.

Invoices shall be dated, numbered, and referenced to the Citrus College Agreement # _____ and Purchase Order # _____ and mailed to:

Accounts Payable
Bertha Bobadilla
Citrus Community College
1000 West Foothill Boulevard
Glendora, CA 91741-1899.

District reserves the right to withhold payment of UCR's invoices until acceptance of all services, reports, and/or supplies called for in this Agreement.

5. **PROJECT MANAGEMENT:** District's Project Director is responsible for the overall conduct of the project. The Project Director is responsible for program technical monitoring and guidance. UCR's Project Director is responsible for UCR's portion of the project. No substitution may be made of the UCR Project Director without prior written approval from District.

For programmatic or technical matters:

Ms. Sylvia Smythe, Director of College Success, Grants Project Director
Citrus Community College
1000 West Foothill
Glendora, CA 91741-1899

For business matters:

Rosalinda Buchwald, Director of Fiscal Services, Citrus College
Jeanne Reyes, Sr. Contract & Grant Officer, UCR

6. KEY PERSONNEL: Project activities at UCR shall be under the direction of UCR-SMI, Professor Bradley Hyman, Faculty Director and Leslie Bushong, Staff Director. UCR shall notify District in writing of any proposed changes.

7. EQUIPMENT ACCOUNTABILITY AND DISPOSITION For the purposes of this Agreement, equipment is defined as non-expendable, tangible personnel property having a useful life of more than one year and an acquisition cost of \$1,000 or more. Title to equipment purchased under this Agreement vests with ASC, subject to the provisions of the Award.

8. ACCOUNTING RECORDS AND PROGRAM:

Accounts and Records. The accounting for funds awarded under this agreement will be in accordance with the generally accepted accounting principles consistently applied and in accordance with federal cost principals and Office of Management and Budget circulars, as applicable to Citrus College. UCR shall maintain records to support identifiable charges to the project. Obligations, commitments, encumbrances, or expenditures must be made within the period of the performance as stated in Article 2 of this Agreement.

Examination of Records. UCR agrees that District shall, until the expiration of the three (3) years after final payment under this agreement, have access to and right to examine any directly pertinent books, documents, papers, and records of UCR involving transactions related to this Agreement. It is understood that, unless agreed to in writing by UCR, such examination shall be made during UCR's regularly established business hours.

9. ASSIGNMENT: UCR shall not assign, transfer, or subcontract its interest or obligations under this Agreement without the written consent of District.

10. AMENDMENT: This Agreement can only be amended by joint written agreement signed by the authorized representative. No modification will be binding until signed by both parties. The authorized representatives are the signatories noted at the end of this Hold Harmless Agreement.

11. RECORD RETENTION: Financial record, supporting documents and other record pertaining to this Agreement shall be maintained and retained by UCR for a period of three years from the termination date of this Agreement.

12. PUBLICATIONS: UCR agrees that all publications that result from work under this Agreement will acknowledge that the project was supported by a grant from the U.S. Department of Education.

13. CHANGES: This Agreement constitutes the entire agreement between the parties regarding the subject matter herein. Any modification to this Agreement shall be made in writing and must be signed by the authorized representatives of both parties.

FOR The Regents of The University of California

By _____
Jeanne Reyes, Sr. Contract & Grant Officer
Sr. Contract & Grant Officer

Date:

FOR Citrus Community College District

By _____
Mrs. Carol R. Horton
Vice President, Finance and Administrative Services

Date:

**Exhibit A
Scope of Work**

- 1) Engage Citrus College students and faculty in a Scientific Teaching workshop to provide motivation, improve retention and movement to four-year institutions in STEM fields, and to enhance institutional collaborations between University of California, Riverside (UCR) and Citrus College.

Up to nine students and one faculty from Citrus College will be selected to take part in the Scientific Teaching workshop at UCR where they will learn about and practice teaching pedagogy. Student and faculty will be chosen from a pool selected by Citrus College coordinators.

Budget

Parking Permits (8/17, 8/18, 8/19)	\$	264.00
Textbooks will be purchased by Citrus	\$	-
Breakfast 8/17	\$	103.84
Lunch 8/17	\$	178.48
Stipends for Citrus Students will be dispensed by Citrus	\$	-
TOTAL	\$	546.32

Other Direct Costs

Breakfast on 8/17 services fee)	\$103.84	(\$8/person + 18% dining
Lunch on 8/17 services fee)	\$178.48	(\$13.75/person + 18% dining

Total Other Direct Costs **\$282.32**

Total Direct Cost **264.00**

Indirect Cost @ 0 % \$0

Total Requested Fund **546.32**

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Approval of New Courses, New Programs, Deleted Courses, Deleted Programs, Program Changes	Information	
		Enclosure(s)	X

BACKGROUND

As per Title 5, new courses, new programs, deleted courses, and deleted programs are submitted for approval to the Board of Trustees on a regular basis.

This list represents work completed by the Curriculum Committee and college faculty as of April 29, 2010, through May 27, 2010.

- 8 New Courses
- 0 New Programs
- 48 Deleted Courses
- 0 Deleted Programs
- 2 Program Changes: From Active to Inactive Status

This item was prepared by Kathy Bueno, Administrative Secretary II, Academic Affairs.

RECOMMENDATION

Authorization is requested to approve the new courses, new programs, deleted courses, deleted programs, and program changes.

Irene Malmgren
Recommended by

Moved / Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.11.

New Courses		
AJ	121	Death Investigation
NC	1	Supervised Tutoring
NC	200	Preparation for Academic Success
NC	500	Adaptive PE - Physical Conditioning
NC	503	Individualized Assessment of Learning Strengths and Weaknesses
NC	709	Flexibility Training for Older Adults
NC	711	Cardio & Strength Training for Older Adults
NC	901	Water Aerobics
New Programs		
		None
Deleted Courses		
ACCT	698A	Cooperative Education
ACCT	698B	Cooperative Education
ACCT	698C	Cooperative Education
ACCT	698D	Cooperative Education
ACCT	699A	Cooperative Education
ACCT	699B	Cooperative Education
ACCT	699C	Cooperative Education
ACCT	699D	Cooperative Education
BUS	698A	Cooperative Education
BUS	698B	Cooperative Education
BUS	698C	Cooperative Education
BUS	698D	Cooperative Education
BUS	699A	Cooperative Education
BUS	699B	Cooperative Education
BUS	699C	Cooperative Education
BUS	699D	Cooperative Education
DRAF	292	Character Animation in Maya 4.5
DRAF	293	Maya 4.5 Dynamics
DRAF	295	Introduction to Maya Embedded Language (MEL)
DRAF	296	Maya/Accelerator
DRAF	297	Maya Cloth
ENGL	698A	Cooperative Education
ENGL	698B	Cooperative Education
ENGL	698C	Cooperative Education
ENGL	698D	Cooperative Education
ENGL	699A	Cooperative Education

ENGL	699B	Cooperative Education
ENGL	699C	Cooperative Education
ENGL	699D	Cooperative Education
MATH	698A	Cooperative Education
MATH	698B	Cooperative Education
MATH	698C	Cooperative Education
MATH	698D	Cooperative Education
MATH	699A	Cooperative Education
MATH	699B	Cooperative Education
MATH	699C	Cooperative Education
MATH	699D	Cooperative Education
OFF	699A	Cooperative Education
OFF	699B	Cooperative Education
OFF	699C	Cooperative Education
OFF	699D	Cooperative Education
READ	121	Advanced College Reading
SPAN	150	Spanish for Public Service Personnel
THEA	698B	Cooperative Education
THEA	698D	Cooperative Education
THEA	699B	Cooperative Education
THEA	699C	Cooperative Education
THEA	699D	Cooperative Education
Deleted Programs		
		None
Program Changes		
		Collision Repair A.S. Degree – From Active to Inactive Status
		Collision Repair Certificate of Achievement – From Active to Inactive Status

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	_____
SUBJECT:	Institutional Articulation Agreements with Unified School Districts Outside of Citrus College District (2010-2011)	Information	_____
		Enclosure(s)	X

BACKGROUND

The Board of Trustees authorized the renewal of the Institutional Articulation Agreements with Azusa, Duarte, Claremont, Glendora, & Monrovia Unified School District (USDs) on May 5, 2010. In addition to working with our five USDs, four USDs outside of the Citrus Community College District have asked to be included in the development of an articulated program of study - Automotive Technology. To support this work, and prepare for the possibility of course level articulation agreements that include a credit granting mechanism, it is prudent to formalize Institutional Articulation Agreements with:

- Alhambra Unified School District
- Antelope Valley Union High School District
- Bonita Unified School District
- Chaffey Joint Union High School District

The out-of-district requests to participate are testimony to program excellence and they confirm a need to increase workforce preparation in a vital industry. The inclusion of additional USDs benefits the college; ultimately it will increase the number of prepared students enrolling.

This item was prepared by Marti DeYoung, Career Technical Education Supervisor.

RECOMMENDATION

Authorization is requested to approve Institutional Articulation Agreements with Alhambra, Antelope Valley Union, Bonita, and Chaffey Union USDs.

Irene Malmgren _____
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye __ Nay __ Abstained __

Item No. _____ H.12. _____



INSTITUTIONAL ARTICULATION AGREEMENT

CITRUS COLLEGE

and

ALHAMBRA UNIFIED SCHOOL DISTRICT

According to the Career and Technical Education Act (2006)/Perkins IV, the term *articulation agreement* means a "written commitment":

- that is agreed upon at the state level or approved annually by the lead administrator of a secondary educational institution and a postsecondary educational institution; and
- to a program that is - designed to provide students with non-duplicative sequence of progressive achievement leading to technical skill proficiency, a credential, a certificate, or a degree; and linked **through credit transfer** agreements between the two institutions named herein.

Citrus College and Alhambra Unified School District agree to develop and implement programs of study that sequence courses articulated between agencies in Career and Technical Education as mandated by Perkins IV. Under this primary agreement, individual Course to Course Articulation Agreements will be developed and authorized by faculty in the appropriate discipline, then implemented for credit transfer when comparable courses are recognized, i.e., credit by examination.

This Agreement will be reviewed annually and will remain in effect until cancelled by either party giving 30-days' written notice. Note: Los Angeles County Regional Occupational Program (ROP) is a partner entity serving Alhambra USD students and is therefore a Tech Prep partner for this initiative.

Effective Date: through June 30, 2011.

Donna M. Pérez
Superintendent
Alhambra Unified School
District

Date

Geraldine M. Perri, Ph.D.
Superintendent/President
Citrus College

Date



INSTITUTIONAL ARTICULATION AGREEMENT

CITRUS COLLEGE

and

ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

According to the Career and Technical Education Act (2006)/Perkins IV, the term *articulation agreement* means a “written commitment”:

- that is agreed upon at the state level or approved annually by the lead administrator of a secondary educational institution and a postsecondary educational institution; and
- to a program that is - designed to provide students with non-duplicative sequence of progressive achievement leading to technical skill proficiency, a credential, a certificate, or a degree; and linked **through credit transfer** agreements between the two institutions named herein.

Citrus College and Antelope Valley Union High School District agree to develop and implement programs of study that sequence courses articulated between agencies in Career and Technical Education as mandated by Perkins IV. Under this primary agreement, individual Course to Course Articulation Agreements will be developed and authorized by faculty in the appropriate discipline, then implemented for credit transfer when comparable courses are recognized, i.e., credit by examination.

This Agreement will be reviewed annually and will remain in effect until cancelled by either party giving 30-days’ written notice. Note: Antelope Valley Regional Occupational Program (ROP) is a partner entity serving Antelope Valley Union High School District students and is therefore a Tech Prep partner for this initiative.

Effective Date: through June 30, 2011.

Dr. David J. Vierra
Superintendent
Antelope Valley High School
District

Date

Geraldine M. Perri, Ph.D.
Superintendent/President
Citrus College

Date



INSTITUTIONAL ARTICULATION AGREEMENT

CITRUS COLLEGE

and

BONITA UNIFIED SCHOOL DISTRICT

According to the Career and Technical Education Act (2006)/Perkins IV, the term *articulation agreement* means a "written commitment":

- that is agreed upon at the state level or approved annually by the lead administrator of a secondary educational institution and a postsecondary educational institution; and
- to a program that is - designed to provide students with non-duplicative sequence of progressive achievement leading to technical skill proficiency, a credential, a certificate, or a degree; and linked **through credit transfer** agreements between the two institutions named herein.

Citrus College and Bonita Unified School District agree to develop and implement programs of study that sequence courses articulated between agencies in Career and Technical Education as mandated by Perkins IV. Under this primary agreement, individual Course to Course Articulation Agreements will be developed and authorized by faculty in the appropriate discipline, then implemented for credit transfer when comparable courses are recognized, i.e., credit by examination.

This Agreement will be reviewed annually and will remain in effect until cancelled by either party giving 30-days' written notice. Note: San Antonio Regional Occupational Program (ROP) is a partner entity serving Bonita Unified School District students and is therefore a Tech Prep partner for this initiative. Effective Date: through June 30, 2011.

Gary Rapkin, Ph.D. Date
Superintendent
Bonita Unified School District

Geraldine M. Perri, Ph.D. Date
Superintendent/President
Citrus College



INSTITUTIONAL ARTICULATION AGREEMENT

CITRUS COLLEGE

and

CHAFFEY JOINT UNION HIGH SCHOOL DISTRICT

According to the Career and Technical Education Act (2006)/Perkins IV, the term *articulation agreement* means a "written commitment":

- that is agreed upon at the state level or approved annually by the lead administrator of a secondary educational institution and a postsecondary educational institution; and
- to a program that is - designed to provide students with non-duplicative sequence of progressive achievement leading to technical skill proficiency, a credential, a certificate, or a degree; and linked **through credit transfer** agreements between the two institutions named herein.

Citrus College and Chaffey Joint Union High School District agree to develop and implement programs of study that sequence courses articulated between agencies in Career and Technical Education as mandated by Perkins IV. Under this primary agreement, individual Course to Course Articulation Agreements will be developed and authorized by faculty in the appropriate discipline, then implemented for credit transfer when comparable courses are recognized, i.e., credit by examination.

This Agreement will be reviewed annually and will remain in effect until cancelled by either party giving 30-days' written notice. Note: Baldy View Regional Occupational Program (ROP) is a partner entity serving Chaffey Joint Union High School District students and is therefore a Tech Prep partner for this initiative.

Effective Date: through June 30, 2011.

Mathew Holton
Superintendent
Chaffey Joint Union High
School District

Date

Geraldine M. Perri, Ph.D.
Superintendent/President
Citrus College

Date

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Board Policy	Information	
		Enclosure(s)	X

BACKGROUND

This Board Policy was originally approved on April 7, 2009. In reviewing updates received from the California Community College League (CCLC) the Board Sub-Committee meet and approved amending this policy to include the underlined statement on April 6, 2010. Board Policy BP 2720 was also approved by the Steering Committee on May 10, 2010.

This item was prepared by Pam Sewell, Administrative Assistant, Superintendent/President's Office

RECOMMENDATION

Authorization to approve the first reading of the amended Board Policy BP 2720 Communications Among Board Members.

Geraldine M. Perri
Recommended by

/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.13.

**CITRUS COMMUNITY COLLEGE DISTRICT
BOARD**

BP 2720 COMMUNICATIONS AMONG BOARD MEMBERS

Reference: Government Code Section 54952.2

Members of the Board of Trustees shall not communicate among themselves by the use of any form of communication (e.g., personal intermediaries, e-mail, or other technological device) in order to reach a collective concurrence regarding any item that is within the subject matter jurisdiction of the Board of Trustees. In addition, no other person shall make serial communications to Board Members.

Board Approved 04-07-09

Steering Approved 05/10/10

Amended

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	June 8, 2010	Resolution	
SUBJECT:	Board Policy – First Read	Information	
		Enclosure(s)	X

BACKGROUND

The Citrus Community College District is in the process of updating and aligning the District’s Board policies with the recommended policies developed through the Community College League of California (CCLC). The District is a member of the Board Policy and Administrative Procedure Subscription Service coordinated by CCLC.

The District’s current Board policies are being reorganized and updated to align with the recommended policy information provided by the Policy and Procedure Subscription Service.

There are seven chapters of Board policies that include the following sections: 1) The District, 2) Board of Trustees, 3) General Institution, 4) Academic Affairs, 5) Student Services, 6) Business and Fiscal Affairs, and 7) Human Resources.

Board Policy (BP) 7109 was reviewed and approved by the Human Resources Advisory/Staff Diversity Committee, by the constituent groups on various dates, by the CCFA Negotiating Team, and by the Steering Committee, and is submitted to the Board for a first read.

This item was prepared by Sandra Coon, Confidential Administrative Assistant, Office of Human Resources.

RECOMMENDATION

Authorization is requested to approve the first read of BP 7109 – Health Examinations.

Robert Sammis
Recommended by

Moved / Seconded

Approved for Submittal

Aye__Nay__Abstained__

Item No H.14.

BP 7109 Health Examinations

References: 42 U.S. Code Section 12112; 29 Code of Federal Regulations Part 1630; Government Code Section 12940

HEALTH EXAMINATIONS (P-4113)

~~No person shall be initially employed by the District unless the person has submitted to an examination within 30 days of the date of employment to determine that the person is free of active tuberculosis. Thereafter, all employees shall be required to undergo an examination at least once every four (4) years.~~

~~The District Board of Trustees may call for a health examination from any of its employees where doubt exists as to the ability of the employee to continue to meet reasonable physical and mental health standards. The District will pay for the necessary examination or provide the employee reasonable reimbursement.~~

~~The District may require a physical examination for certain positions prior to employment.~~

~~The examination will be at District expense and by a physician with whom the District has made arrangements.~~

~~Adopted 6/20/64~~

~~Revised..... 7/16/75~~

~~12/14/76~~

~~8/18/81~~

~~7/30/96~~

~~References~~

~~Education Code 87408, 87408.6~~

~~Citrus College Regulation 4113 – Health Examinations~~

HEALTH EXAMINATIONS (P-4213)

~~No person shall be initially employed by the Citrus Community College District unless the person has submitted to an examination within 30 days of the date of employment to determine that the person is free of active tuberculosis. Thereafter, all employees shall be required to undergo an examination at least once every four years.~~

~~The Citrus Community College District Board of Trustees may call for a health examination from any of its employees where doubt exists as to the ability of the employee to continue to meet reasonable physical and mental health standards. The District will pay for the necessary examination or provide the employee reasonable reimbursement.~~

~~The District may require a physical examination for certain positions prior to employment.~~

~~The examination will be at District expense and by a physician with whom the District has made arrangements.~~

Adopted 6/20/64
Revised 7/16/75
12/14/76
8/18/84
Citrus College Regulation 4213 – Health Examinations

General Provision

In compliance with all applicable state and federal laws and the provisions of any collective bargaining agreement, the District may request a health or physical examination of District personnel:

1. after an offer of permanent employment has been presented to an applicant;
2. when an employee returns to work following a medical leave of absence; or
3. to determine the employee will not pose a “direct threat” to the health and safety of self or others.

Any such medical examinations shall be at the District’s expense and shall be conducted by a physician chosen by the District.

Office of Primary Responsibility: Human Resources

Date Adopted:.....
(Replaces current Citrus College policies P-4113 last revised July 30, 1996, and P-4213 last revised August 18, 1981)

Approved by	HR Advisory/Staff Diversity Committee.....	October 21, 2009
	Academic Senate	March 10, 2010
	ASCC	November 24, 2009
	CSEA	December 3, 2009
	Management Team	December 2, 2009
	Supervisor/Confidential	November 18, 2009
	CCFA (Negotiations)	April 23, 2010
	Steering.....	May 10, 2010
	Board of Trustees (1 st Read)	
	Board of Trustees (2 nd Read)	

Notes:
New language indicated by underline, deleted language indicated by ~~strikethrough~~, and subsequent changes to language indicated by **shading**.

AP 7109 submitted to Steering Committee March 22, 2010.
Academic Senate/CCFA raised objection. Item tabled until April 26, 2010.
Item negotiated with and approved by CCFA on 4/23/10.

UNAPPROVED
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
CITRUS COMMUNITY COLLEGE DISTRICT

May 18, 2010

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, May 18, 2010, in the Administration Building Board Room.

Board President Woods called the meeting to order at 4:15 p.m. Board President Woods led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL – Present: Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, Gary L. Woods, and Alejandra Delgado (Student Trustee).
Absent: None.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Jeanne Hamilton, Vice President of Student Services; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Academic Affairs; Robert Sammis, Director of Human Resources; Steve Siegel, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Lan Hao, Steve Lindsey, Sylvia Smythe, and Linda Welz

Faculty: None

Supervisors/Confidential Team: Leigh Buchwald, Marilyn Grinsdale, Lari Kirby, Eric Magallon, and Adrienne Thompson

Classified Employees: Stacy Armstrong

Adjunct Faculty: Bill Zeman

Students: Alonso Ramirez

VISITORS: Tom Gerfen and Kathy Kilmer

RECOGNITION OF TENURED FACULTY

Prior to the Board meeting being called to order, Dr. Perri congratulated the following faculty members for earning tenure:

Susan Bautista, Cosmetology
 Shauna Bigby, Health Center
 Dr. Rick Brown, Psychology
 Dr. Timothy Durfield, Business
 Jeanette Ellis, Nursing/Health Sciences
 Badieh Farahani, Chemistry
 Rudy Gonzalez, Mathematics
 David Greene, Nursing/Health Sciences
 Alicia Longyear, Counseling/Athletics
 Jennifer McLeod, DSPS
 Rachel Mead, Cosmetology
 Esmeralda Medrano, Mathematics
 Michelle Plug, Counseling
 Rebecca Rudd, English
 Nickawanna Shaw, Physical Education and Athletics
 Kristie Ann Shimokawa, Noncredit Counseling

PRESENTATION OF PROCLAMATIONS TO RETIREES

Proclamations were prepared for all staff retiring during the 2009-10 academic year. After the tenuree's were honored, Board President Woods presented retirement proclamations for retirees in attendance (identified by italics):

Pamela Aggers – Classified
Jennie Avila – Classified
 Gene Bohatch – Management
Louie Caldwell – Supervisors/Confidential
Sally Contreras – Classified
 William Cornett – Faculty
Donna Hill – Classified
Elanie Moore – Faculty
 James Pierce – Supervisors/Confidential
 Jose Ramirez – Classified
Barbara Rugeley – Faculty
Marsh Shumaker – Supervisors/Confidential

Geraldine M. Perri, Superintendent/President, introduced new Student Trustee, Ms. Alejandra Delgado. Student Trustee Delgado is a first generation college student. She is a biopsychology major and plans to obtain a master's degree in public health. She is also aspiring to complete the Honors Program. Student Trustee Delgado has already achieved success as a student leader, as she was instrumental in coordinating Citrus College's participation in the 2010 National Cesar Chavez Blood Drive. Out of 114 colleges and universities across the nation, Citrus College took 36th place by collecting 97 pints of blood. Dr. Perri welcomed her to the Board.

The week of May 17 - 21, 2010, is Classified Staff Appreciation Week. Dr. Perri said the college is looking forward to hosting an Appreciation Pancake Breakfast for all

classified staff on Friday, May 21, 2010. The evening classified staff will be honored with a pizza party. Dr. Perri thanked and recognized our classified staff for their many contributions to the college. She added that the college community appreciates their hard work and leadership in advancing our college mission.

Dr. Perri remarked that this is the “season of celebration,” with many events planned between now and the end of the semester. “It is with pride that Citrus College celebrates the accomplishments of students and the hard work and efforts of our faculty and staff,” she said.

Dr. Perri said the Governor’s May Revise came out on Friday, and the college is considering its ramifications. She said Mrs. Horton would share highlights during her report.

Irene Malmgren, Vice President of Academic Affairs, reported that the college catalog for 2010-2011 is in the final stages of production. Producing the catalog requires a great deal of coordination between various college departments.

The requests for 2010-2011 Vocational Technical Education, or “VTEA,” funding have been submitted. Dr. Malmgren said the college is qualified for and hoping to receive more funding than last year.

The CDC sold over 400 books and earned over \$2,000 in their recent book sale. The books were sold to CDC families and friends. The CDC will also receive \$1,400 in books for the center.

Dr. Malmgren reported that plans for the summer Power Math program have been finalized. This eight day, interactive, intensive math session will provide students who place into lower level math courses the opportunity to brush up on their skills. It will be sponsored by the STEM grant and headed by Ms. Kristie Shimokawa, Matriculation Coordinator/Counselor. Something new for this year will be “Power Blast!,” a four hour refresher for Power Math students that will take place in the fall. Mr. Paul Swatzel, Mathematics instructor, will once again be the instructor for these students.

STEM Days will begin on May 21, 2001, with participation from Glendora and Claremont middle schools. They are expecting about 150 students to come to campus.

The Faculty Learning Institute is conducting its planning retreat for the next academic year. They look forward to another year of workshops, guest speakers and FLEX day activities.

Jeanne Hamilton, Vice President of Student Services, reported that the Accreditation Oversight Committee held its first meeting. There was good participation from students, classified staff, supervisors, faculty, and managers. The committee will be following up on seven recommendations, including six from the visiting team and one from the college self study.

Robert Sammis, Director of Human Resources, complimented our classified staff and the college's local CSEA chapter. He said our CSEA chapter is an outstanding organization. He thanked them for their professionalism and efforts on behalf of the college.

Dr. Sammis attended the 12th Annual Don Montgomery Golf Tournament held Friday, May 14, 2010. He said it was great fun and a wonderful event. He added that his team took first place in the tournament, which was a "personal first."

Carol R. Horton, Vice President of Finance and Administrative Services, reported on the Governor's May Revise and its impact on Citrus College. She said the May Revise estimates a budget shortfall of \$19.1 billion and makes deep cuts in health and human services programs. Funding for community colleges essentially mirrors the Governor's January budget proposal, with the exception that it restores funding for Competitive Cal Grants. The Governor has said he will veto any budget that provides less funding for higher education than he proposed in January. The Legislature will now begin deliberations on the final budget, and it is expected that it will be a very long and difficult process. Community college districts are being advised to make certain they have available cash resources through September.

Steve Siegel, CSEA President, thanked Dr. Perri for her kind words of support for the classified staff. He said he has worked for Citrus College for 13 years, and it is a great place to work. The classified staff members are looking forward to the breakfast on Friday.

Mr. Siegel said there will be a CalPERS workshop on May 28, 2010.

Alejandra Delgado, Student Trustee, thanked Dr. Perri and the Board for their warm welcome. She said for the last three months she has been attending Board meetings to observe. She hopes to fully represent all Citrus College students and she is looking forward to working with the Board this year.

Patricia Rasmussen, Vice President, Board of Trustees, commented on recent college events and activities. She said the Cosmetology and Esthetician graduation ceremonies took place in the Haugh Performing Arts Center before a full house. She added it was good to see the camaraderie between the Cosmetology faculty and their students. Trustee Rasmussen congratulated the retirees and commented that the combined length of their careers equaled many decades of service to Citrus College.

Susan M. Keith, Member, Board of Trustees, attended the 12th Annual Don Montgomery Golf Tournament. She said it was a very worthwhile event, with proceeds going toward scholarships for students. Trustee Keith also attended a Cuyamaca College Foundation event where Dr. Perri was honored along with several other former Cuyamaca presidents. She said the event was very well done, and it was good to see what other community college foundations are doing with regard to fundraising events.

Joanne Montgomery, Clerk/Secretary, Board of Trustees, thanked all those at Citrus College who supported the 12th Annual Don Montgomery Golf Tournament. She said she is pleased that the funds raised by this annual event go toward helping students.

Trustee Montgomery thanked Dr. Hamilton for accompanying her in the Monrovia Day parade celebrating the city's 124th anniversary and the Monrovia Fire Department's 100th anniversary. The event provided her the opportunity to receive some very positive feedback on Citrus College from many members of the community.

Trustee Montgomery commented that the campus looks beautiful, and she thanked the classified staff for their efforts in that regard, as well as all of the other work done by classified staff on behalf of the college.

MINUTES

Item 1: Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the regular meeting minutes of May 4, 2010, as revised. 5 Yes.

INFORMATION AND DISCUSSION

ARCC 2010 Presentation – Lan Hao, Director of Institutional Research

Dr. Lan Hao, Director of Institutional Research, presented data specific to Citrus College from the 2010 Accountability Reporting for the Community Colleges (ARCC). The California Community College System Office produces this report each year to inform decision makers and the public about system and college performance in specific areas. The Board reviewed and discussed the ARCC data. Dr. Hao also provided raw data and explanation to questions regarding basic skills successful completion rate and basic skills course improvement rate. The Board was very glad to hear that Citrus College exceeded the peer group average in all of the seven performance indicators.

Attached to these meeting minutes is a copy of the 2010 Accountability Reporting for the Community Colleges.

Administrative Procedure – AP 5070 Attendance – Jeanne Hamilton, Vice President of Student Services

Dr. Hamilton briefly described the administrative policy on attendance, AP 5070, which was on the agenda for information only.

School Relations and Outreach Program Review – Jeanne Hamilton, Vice President of Student Services

Dr. Hamilton provided highlights of the School Relations and Outreach non-instructional program review. She said the program coordinates the college's outreach and recruitment activities with area high schools and serves as a liaison

with the local community for events such as, parades, fairs, and other community activities. Program strengths include a website with an outreach calendar and active participation at area high schools. Areas for growth include the implementation of the Banner module for recruitment, which would assist in tracking prospects, follow-up, etc. and the need for additional staff.

INDEPENDENT CONTRACTORS

Item 2: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITIES USE

Item 3: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 4: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve A & B Warrants for April 2010. 5 Yes.

Item 5: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve purchase orders for April 2010. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 6: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

Item 7: Moved by Trustee Keith and seconded by Trustee Rasmussen to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

CLAIMS

Item 8: Moved by Trustee Montgomery and seconded by Trustee Keith to reject the claim, submitted on May 3, 2010, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC). 5 Yes.

BOARD POLICIES

Item 9: Moved by Trustee Rasmussen and seconded by Trustee Montgomery to approve a second reading of BP 3500 Campus Safety, BP 3515 Reporting of Crimes, BP 3520 Local Law Enforcement, and BP 3530 Weapons on Campus. 5 Yes.

- Item 10:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to approve the second reading of Board Policies BP 4100 – Graduation Requirements; BP 4226 – Multiple/Overlapping Enrollment; and BP 4270 – Minimum Class Size. 5 Yes.

PROCLAMATIONS

- Item 11:** Moved by Trustee Keith and seconded by Trustee Rasmussen to honor the contributions made by the classified employees of the Citrus Community College District to the educational community and adopt a proclamation declaring the week of May 17-21, 2010, as Classified School Employees Week. 5 Yes.

CLOSED SESSION: At 5:08 p.m., Board President Woods adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, ROBERT SAMMIS, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Adjunct Faculty Federation (CCAFF) Local 6352 of the American Federation of Teachers; Citrus College Faculty Association/CTA/NEA (CCFA); and California School Employees Association (CSEA) Citrus College Chapter Local 101.

Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION AND CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Per Section 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Superintendent/President

Student Grievance Appeal: Denial of Petition to Enter Class Late

RECONVENE OPEN SESSION: At 6:48 p.m., Board President Woods reconvened the meeting to open session with no action taken.

BOARD OF TRUSTEES SELF EVALUATION WORK SESSION

The Board participated in discussions regarding the following:

- Review and assessment of External Survey results
- Review and assessment of Board of Trustees Self Evaluation – 2010

ADJOURNMENT: At 7:19 p.m., it was moved by Trustee Ortell and seconded by Trustee Keith to adjourn the meeting.

Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees

For the supplemental documents as presented in this meeting, go to:
<http://www.citruscollege.edu/admin/bot/Documents/Board%20Meeting%20Agendas>