

AGENDA  
Regular Meeting  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
District Office Board Room  
1525 E. Weldon Avenue, Fresno, California  
4:30 p.m., June 4, 2013

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INTRODUCTION OF GUESTS
- IV. APPROVAL OF MINUTES, Meetings of April 30, 2013; May 7, 2013; and May 9, 2013
- V. REPORTS AND PRESENTATIONS
  - A. Presidents' Reports Tony Cantu, FCC  
Michael White, RC  
Deborah Ikeda, WICCC
  - B. Chancellor's Report Deborah G. Blue
  - C. High Speed Rail Update George Railey  
Blake Konczal  
Chuck Riojas
  - D. West Fresno Initiatives Update George Railey  
Anne Watts
- IX. REPORTS OF BOARD MEMBERS
- X. FUTURE AGENDA ITEMS
- VI. CONSIDERATION OF CONSENT AGENDA [13-23HR through 13-26HR]  
[13-38G through 13-46G]
- VIII. GENERAL
  - A. Consideration to Change Date of October Board of Trustees Meeting [13-34] Deborah G. Blue
  - B. Nomination of Candidate for ACCT Board [13-35] Isabel Barreras

Board Agenda  
June 4, 2013 (continued)

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|----|--|----------|--|
| C. | Presentation of Draft 2013-2017 College/Centers Strategic Plans  | [13-36]  | Tony Cantu<br>Michael White<br>Deborah Ikeda |
| D. | Consideration to Approve Curriculum Proposals, Summer 2013 through Fall 2014, Fresno City College and Reedley College                                  | [13-37]  | George Railey                                |
| E. | Consideration to Adopt Revision to Amended 2014 Spring Semester Instructional Calendar   | [13-38]  | George Railey                                |
| F. | Consideration of Proposition 30 – Education Protection Account Expenditure Plan, 2012-13 Fiscal Year   | [13-39]  | Ed Eng                                       |
| G. | Consideration to Approve 2013-14 Tentative Budget  | [13-40]  | Ed Eng                                       |
| H. | Consideration to Establish Public Hearing Date for the Proposed 2013-14 Final Budget   | [13-41 ] | Ed Eng                                       |
| I. | Consideration to Authorize Year-end Balancing Transfers, 2012-13 Fiscal Year   | [13-42 ] | Ed Eng                                       |
| J. | Consideration to Authorize Submittal of 2015-2019 Five-year Construction Plan and Priority Projects  | [13-43 ] | Brian Speece                                 |
| K. | Consideration to Authorize Submittal of Initial Project Proposal, Art/Home Economics Building Modernization, Fresno City College                       | [13-44 ] | Brian Speece                                 |
| L. | Consideration to Authorize Submittal of Initial Project Proposal, Aeronautics, Mechanical Arts and Automotive Building Modernizations, Reedley College | [13-45 ] | Brian Speece                                 |
| M. | Consideration of Bids, Trash Compactor Site Work, Reedley College  | [13-46 ] | Brian Speece                                 |
| N. | Consideration of Bids, Concrete Improvements, Fresno City College  | [13-47 ] | Christine<br>Miktarian                       |

VII. HUMAN RESOURCES

- |    |  |         |              |
|----|--|---------|--------------|
| A. | Consideration to Oppose/Concur Personnel Commission Budget | [13-48] | Diane Clerou |
|----|--|---------|--------------|

Board Agenda  
June 4, 2013 (continued)

- B. Consideration to Adopt District Equal Employment Opportunity Plan for 2013-2016 [13-49] Diane Clerou
- C. Public Hearing Regarding Impasse Between Classified School Employees Association and the District, Resolution of Same, and Consideration of Unilateral Implementation of District's Last Best and Final Proposal to Classified School Employees Association [13-50] Diane Clerou

XI. DELEGATIONS, PETITIONS AND COMMUNICATIONS [see footnote]

XII. CLOSED SESSION

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
- B. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION, Pursuant to Government Code Section 54956.9(a); Murubhai Khunti v. SCCCD, et al., Fresno Superior Court Case No. 12 CE CG 01205
- C. CONFERENCE WITH LABOR NEGOTIATOR [California School Employees Association Bargaining Unit and SCCCD Peace Officers Association]; Diane Clerou, Pursuant to Government Code Section 54957.6
- D. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
  - 1. District Dean of Admissions and Records
  - 2. Reedley College President

XIII. OPEN SESSION

- A. Consideration of Unilateral implementation of District's Last Best and Final Proposal to California School Employees Association [13-51] Diane Clerou
- B. Consideration to Appoint District Dean of Admissions and Records [13-52] Diane Clerou
- C. Consideration to Appoint Reedley College President [13-53] Diane Clerou

XIV. ADJOURNMENT

Board Agenda  
June 4, 2013 (continued)

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All supporting documents/materials pertaining to the open session agenda of a regular meeting are available for public inspection by contacting the office of the chancellor during the office hours of 8:00 a.m. to 5:00 p.m., Monday-Friday, at (559) 244-5902. Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Nina Acosta, executive secretary to the chancellor, 1525 E. Weldon Avenue, Fresno, CA 93704, (559) 244-5902, 8:00 a.m. to 5:00 p.m., Monday- Friday, at least 48 hours before the meeting.

The board chairperson, under Board Policy 2350, has set a limit of three minutes each for those who wish to address the Board of Trustees. General comments will be heard under agenda section *Delegations, Petitions and Communications* at the beginning of the meeting. Those who wish to speak to items to be considered in closed session will be given the opportunity to do so following the completion of the open agenda and just prior to the board going into closed session. Individuals wishing to address the Board should fill out a request form and file it with Associate Vice Chancellor of Human Resources Diane Clerou at the beginning of the meeting.

CONSENT AGENDA  
BOARD OF TRUSTEES MEETING  
June 4, 2013

HUMAN RESOURCES

1. Employment, Change of Status, Leave of Absence, Retirement, Academic Personnel [13-23HR]
2. Employment, Promotion, Change of Status, Leave of Absence, Resignation, Retirement, Classified Personnel [13-24HR]
3. Consideration of Reorganization to Change the Position of Associate Business Manager to a Vice President of Administrative Services Position, Willow International Community College Center [13-25HR]
4. Consideration to Approve Three-month Limited Term Painter Position, Fresno City College [13-26HR]

GENERAL

10. Review of District Warrants and Checks [13-38G]
11. Consideration of Report of Investments [13-39G]
12. Consideration to Adopt Resolution Establishing 2013-14 Appropriations Limit (Gann) [13-40G]
13. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Child and Adult Care Food Program Elective and Mandatory Training, Fresno City College [13-41G]
14. Consideration to Adopt Resolution Authorizing Agreement with the California Department of Education for Child and Adult Care Food Program Healthy and Active Preschoolers Web Site, Fresno City College [13-42G]
15. Consideration to Adopt Resolution Authorizing Agreement with California Department of Education for Child and Adult Care Food Program Promoting Integrity Now, Fresno City College [13-43G]
16. Consideration to Adopt Resolution Authorizing Agreement with the Office of Statewide Health Planning and Development for Nursing Education, Fresno City College [13-44G]
17. Consideration to Authorize Sale of Surplus Property, Fresno City College [13-45G]
18. Consideration of Bids, Interior Painting, Fresno City College [13-46G]

*(Unapproved)* MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
April 30, 2013

Call to Order	A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Isabel Barreras at 5:15 p.m., April 30, 2013, in Room 301 at State Center Community College District Office North, 390 W. Fir Avenue, Clovis, California.
Trustees Present	Isabel Barreras, President Richard Caglia, Vice President Ronald H. Nishinaka, Secretary Patrick E. Patterson Dorothy Smith John Leal Eric Payne  Also present were: Deborah G. Blue, Chancellor, SCCC Ed Eng, Vice Chancellor Finance and Administration
Delegations, Petitions, and Communications	None
Closed Session	Ms. Barreras stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYEE EMPLOYEMENT, Pursuant to Government Code Section, 54957; 1. Interview of Finalists- Associate Vice Chancellor of Human Resources  Ms. Barreras called a recess at 5:16 p.m.
Open Session	The Board moved into open session at 9:45 p.m.
Report of Closed Session	Ms. Barreras stated there was no action to report from closed session.

Adjournment

The meeting was adjourned at 9:46 p.m. by the unanimous consent of the Board.

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Ron Nishinaka  
Secretary, Board of Trustees  
State Center Community College District

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*(Unapproved)* MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
May 7, 2013

Call to Order                    A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Isabel Barreras at 4:35 p.m. on May 7, 2013, in Room 251 at Fresno City College Old Administration Building, 1101 E. University Avenue, Fresno, California.

Trustees Present                Isabel Barreras, President  
Richard Caglia, Vice President  
Ron Nishinaka, Secretary  
John Leal  
Patrick E. Patterson (5:35 p.m.)  
Eric Payne  
Dorothy Smith  
Viviana Acevedo, RC Student Trustee  
Michael Wilson, FCC Student Trustee

Introduction of                 Also present were:  
Guests

Deborah G. Blue, Chancellor, SCCCCD  
Ed Eng, Vice Chancellor of Finance and Administration, SCCCCD  
George Railey, Vice Chancellor of Ed. Services and Institutional Effectiveness, SCCCCD  
Tony Cantu, President, Fresno City College  
Michael White, Interim President, Reedley College  
Deborah Ikeda, Campus President, Willow International Community College Center  
Diane Clerou, Interim Assoc. Vice Chancellor of Human Resources, SCCCCD  
Nina Acosta, Executive Secretary to the Chancellor

Among the others present, the following signed the guest list:

Teresa Patterson, SCCCCD	Doris Griffin, SCCCCD
Gurdeep He'Bert, SCCCCF	Carmen Alessandro, SCCCCD
Gregory Taylor, SCCCCD	Christina Cazares, RC
Brian Speece, SCCCCD	Kathleen Ervine, SCCCCD
Jeff Burdick, WI	Janice Ledgerwood, RC
Sandra Fuentes, RC	Monica Rodriguez, RC
Randall Vogt, SCCCCD	Eleanor Bruce, FCC



Introduction of  
Guests (continued)

Juan Tirado, RC	Susette Ishizuka, RC
Jeff Ragan, RC	Rick Santos, FCC
Cheryl Sullivan, FCC	Jesse Llanos, FCC
Lacy Barnes, SCFT AFT 1533	Cynthia Tafoya-Gipson, FCC
Cris M. Bremer, FCC	Rosa Lopez, FCC
Gina Tarvin, FCC	Gloria Delacruz- Pulido, MC
Judi Fischer, FCC	Delfina Sandoval, FCC
Terri Gallegos, FCC	Terry Flanagan, CSEA
David Clark, RC	Renee Dauer, CSEA
Susan Yates, FCC	Jason Meyers, CSEA
Ernie Garcia, FCC	Barbara Wells, CSEA
Tim Woods, FCC	Jewell Riversmith, CSEA
Donna Berry, RC	Patty Barendse, CSEA
Lucy Ruiz, RC	Franky Herrera, CSEA
Wil Schofield, SCCC	Barbara Mendoza, CSEA
Christine Miktarian, SCCC	S. Bennett, LCW
Mary Ann Valentino, FCC	E. Cuadros, LCW
Kristin Beasley	Eileen O'Hare Anderson, LCW
Anthony Celaya, FCC	Norma Aguilar, CSEA
Chris Villa, FCC	Larry Simpson, CSEA
Alicia Rios, CITD	Lesia Foster, FCC
Candy Hanson-Gage, CITD	Michael Gottlieb Lopez, FCC
Jeff Ragan, RC	Samerah Campbell, SCCC
Nathan Clark, FCC	Laura West AFT 1533
Chris Martin, FCC	Charlie Lochbaum, SCCC
Elizabeth, Davitian, FCC	Raul Perez, CSEA
Norma Aguilar, FCC	Jeff Barrett, FCC
Linda Jackson, FCC	Andres Rocha, FCC
Renee Kubo, FCC	Judith Ramirez, FCC
Jacque Gaston, FCC	Lorena Dobusch, RC
David Borofka, RC	Alicia Cowan, FCC
Matthew Elliott, FCC	Michelkle Garcia, RC
Kerynn Gomez, FCC	Susan Lopes, FCC
Carole Cheek, RC	Josephine Mancillas- Llanos, FCC
Susan Mills, RC	Mary Alfieris, FCC
Joyce Clark, WI	Robin Fox Avedesian, SCCC
David Cowan, FCC	Maria Kelly, RC
Lee Brown, WI	Otha Lewis, FCC
Tom Mester, WI	Christine Gough, FCC
Jimmy Castro	Sylvia Sanchez, FCC
Donna Baker Geidner, FCC	

Approval of Minutes	<p>The minutes of the meetings of March 22, 2013, March 23, 2013, and April 2, 2013, were presented for approval.</p> <p>A motion was made by Trustee Smith and seconded by Trustee Nishinaka to approve the minutes of the meetings of March 22, 2013, March 23, 2013, and April 2, 2013, as submitted. The motion passed without dissent.</p>
Special Recognition of the 2012-13 Student Trustees	<p>On behalf of the Board of Trustees, President Isabel Barreras thanked Fresno City College Student Trustee Michael Wilson and Reedley College Student Trustee Viviana Acevedo for their distinguished service on the Board as student trustees for this academic year. She presented each with a plaque, and noted the student trustees have done an outstanding job representing the student body.</p>
Presidents' Reports	<p>Mr. Cantu reported on topics of interest from Fresno City College. Copies of the report were provided for the Board and interested attendees, and contained the following highlights:</p> <ul style="list-style-type: none"><li>• The FCC Financial Aid Department held workshops April 22-25 as part of Financial Aid Awareness Week. This was sponsored by the statewide "I Can Afford College" campaign.</li><li>• <i>The Rampage</i> won a number of awards at the Journalism Association of Community Colleges' (JACC) convention at the end of April. The awards include: General Excellence for print; General Excellence for the <a href="http://www.therampageonline.com">www.therampageonline.com</a>; Third place in news story for editor-in-chief Troy Pope for his story "Student Government in Violation;" Fourth place in on-profile feature story for sports editor Tomas Kassahun for "Programs Aim to Bridge Achievement Gap;" Second place in feature photo for former photo editor Paul Schlesinger for a photo of the softball team. The on-the-spot competition awards include: First place for copy editor Jordan Russell in copy editing contest; Honorable Mention for news editor Kaitlin Regan in opinion writing; Honorable Mention for photo editor Karen West in news photo.</li><li>• A recognition reception was held on April 25 in the cafeteria for over 100 students who are Dean's List recipients. The keynote speaker was Executive Director of Centro La Familia Advocacy Services Margarita Rocha.</li><li>• Mr. Cantu introduced the men's tennis coach Steve Loop. The FCC men's tennis team recently won the California Community College Dual Team State Championship. Mr. Loop introduced the players on the team, including Sam Bertram who won the State Singles title.</li></ul>

Presidents' Reports  
(continued)

Mr. White reported on topics of interest from Reedley College and the Oakhurst and Madera centers. Copies of the report were provided for the Board and interested attendees, and contained the following highlights:

- Legendary sports marketer Sonny Vaccaro has been selected to be the Reedley College Distinguished Alumnus for the 2013 Commencement on May 17. A film crew will be taping his presentation for an upcoming documentary.
- Reedley College Tiger Awards were held May 1. The Volunteer of the Year award went to Shirley Gustafson for announcing the RC volleyball games for the past 17 years and her work on the Tiger Hall of Fame Committee and Quarterback Club. Outstanding Club of the Year was the Pre-Professional Health Club. The Spirit of the Tiger award winner was Ken Zech who has served as RC's coordinator of tutorial services for the last 40 years.
- Madera Center Dean of Instruction Dr. Jim Chin was named the Dr. Bill F. Stewart Achievement of Excellence Award winner at the employee recognition awards reception.
- The 17th Annual Kiwanis Torch of Excellence Banquet was held May 6 at the Clovis Veterans Memorial District. The District 5 Kiwanis Clubs of Fresno and Madera counties honored several Reedley College scholar athletes. Athletes must have at least a 3.0 GPA to qualify for the award. The Reedley College Male and Female Athletes of the year were also recognized. Football player Marcus Dallas, a graduate of Luella High School in Georgia and softball player Geena Garabedian, a Buchanan High School graduate, took home the honors.

Ms. Ikeda reported on topics of interest from the Willow International Community College Center. Copies of the report were provided for the Board and interested attendees, and contained the following highlights:

- The Willow International Community Choir will be performing on May 16. The choir will be holding a Broadway concert.
- Willow International Center will be holding its first commencement ceremony on May 17. The ceremony will be held in the Shaghoian Concert Hall at Clovis North High School. Larry Powell will be the keynote speaker.
- Willow International Center, along with Fresno City Council President and President of the California Commission on Asian Pacific Islanders Affairs Blong Xiong and the Central California Asian Pacific Women will host a forum to hear about Asian Pacific Islanders in the area. The forum is being held on May 11.

Chancellor's Report

Dr. Blue reported the following:

- Commencements will be held throughout the district on May 17. Of special note this year are the cords that will be worn by our veterans. She thanked trustee Nishinaka for suggesting this wonderful way to recognize graduating veterans. Dr. Blue recognized President Barreras for being chosen to deliver the commencement message for the Madera Center.
- As part of the "Lunch with the Legislators" series, the district invited Assembly Member Jim Patterson to tour Willow International on May 10. This will be Assembly Member Patterson's first visit to the campus, which is located in his district. He has been very supportive of community colleges and is, in fact, a proud graduate of Fresno City College. The district plans to have other elected leaders visit other sites in the near future.
- As a follow up to the visioning session at the board retreat, CampusWorks held visioning sessions for internal stakeholder groups on April 25 and 26. Data collected will help shape the vision statement that will drive the future of districtwide technology. The district is expecting a draft document for review from CampusWorks in the near future.
- The district's strategic conversation panel presentation at the AACC conference on April 22 in San Francisco was very well received. Panelists included North Orange County Community College District (NOCC) chancellor and former FCC president, Dr. Ned Doffoney, trustee Donna Miller from NOCC, SCCC trustee Ms. Dottie Smith and Dr. Blue. They shared experiences in the planning and execution of the strategic conversations hosted by the NOCC and SCCC Boards of Trustees. Dr. Blue thanked Dr. Jothany Blackwood for serving as the resource for the panel presentation.

Academic Senate Report

Mary Ann Valentino, Fresno City College Academic Senate President, reported the following:

- The Academic Senate met six times in the past month. The senate continues to review, give feedback, and/or approve committee operating agreements.
- The senate approved proposed changes to the strategic planning council (SPC) handbook as part of the college's efforts to make the SPC less operational and more strategically focused.
- She thanked Dr. Blue and the Board for inviting constituency leaders to participate in the board retreat on March 23 and

Academic Senate  
Report (continued)

- devoting half a day to participatory governance.
- The Academic Senate leaders met twice this semester with Dr. Blue in an effort to improve communications and avert problems.
  - The senate supported the Reedley College senate's resolution urging the Board of Trustees to reassert its commitment to faculty development through the funding of sabbatical leaves.
  - She attended the Spring Plenary in April
  - Throughout the semester SPC and President Cantu provided leadership in developing the 2013-2017 Strategic Plan. The senate approved the final draft at the last meeting.
  - The senate will elect their next president on May 8.

Classified Senate  
Report

Ernie Garcia, Fresno City College Classified Senate President, reported the following:

- The senate donated a gift certificate for "Ram Ready"
- Classified Staff Development Day was a huge success
- The senate is participating in many campus and district committees
- Funding travel and conferences for staff
- Elections for officers will take place in late May or early June.
- The senate is updating the classified staff resource guide

Entrepreneurship  
Program Update

Tony Cantu introduced Marianne Dunklin, business administration instructor at FCC, who provided an update on the entrepreneurship program. She reviewed the history of entrepreneurship at FCC. She stated FCC collaborates with the Lyle Center for Innovation and Entrepreneurship (LCIE), CITD and participates on the Central Valley Business Incubator board. She reviewed the Entrepreneur Pathway Program, which includes high schools through college and opportunities beyond education. Ms. Dunklin identified several community partners for the program. She reviewed several of the accomplishments by students and staff members. She introduced Lisa Foster and Larry Howard who shared their experiences in the program. Next steps include expanding certificate offerings and other disciplines, creating an entrepreneurship degree modeled after Reedley College, and opening an entrepreneurship center.

Mr. Caglia asked about plans to put a center on campus. Ms. Dunklin said it is her goal to bring a center on campus that will provide resources, assistance for student ideas, advice on funding a business and protecting intellectual properties.

Going Global with the California Center for International Trade Development

Dr. George Railey introduced Interim Director Candy Hansen-Gage and Alicia Rios from the Center for International Trade Development (CITD). Dr. Railey thanked Ms. Hansen-Gage for her leadership, dedication and hard work as the director and congratulated Ms. Rios on her upcoming appointment as the new director. Ms. Hansen-Gage and Ms. Rios reviewed the history of CITD, including the grant funding that supports the center as well as the export sales and projects generated by the center. CITD provides internships, study abroad stipends and entrepreneurial projects. The center has had 180 interns over the past twenty years, with a 95 percent job placement. They highlighted some of the district faculty projects that were funded by the center. Ms. Hansen-Gage and Ms. Rios provided a summary of the recent “Taste of California” show in Oakland and the Fresno Food Expo. CITD played an integral part in both of these events. Ms. Hansen-Gage thanked Ms. Gurdeep He’bert for her assistance with the “Taste of California” show.

Reports of Board Members

Student Trustee Viviana Acevedo reported on activities occurring at Reedley College, including the following highlights:

- Six students from Reedley College participated in the Student Senate for California Community Colleges general assembly.
- Attended a College Council meeting at which they approved the 2013-2017 strategic plan.
- Participated on the District Resource Allocation Model Taskforce meeting.
- She was recently elected as Reedley College’s ASG president
- The new student trustee will be Gabriela Campos.
- She thanked the Board and administration for their support.

Student Trustee Michael Wilson provided a “year in review” of activities that occurred at Fresno City College, including the following highlights:

- Participated in Welcome Week and Club Rush
- The scholarship ceremony took place in September
- Hosted a speaker’s forum with guest speaker Scott Lay from the Community College League of California.
- In December the ASG held “Finals Week Aid,” which assisted over 450 students.
- Approved the designated smoking policy in February.
- Mr. Wilson thanked the board for the opportunity to serve as student trustee.

Trustee Eric Payne attended the following events:

Reports of Board  
Members (continued)

- The STEM conference held at Reedley College
- Asianfest at FCC
- Attended the CCLC conference in Lake Tahoe and thanked Trustee Barreras for her leadership as the president.
- Attended the AACC national conference in San Francisco where he attended the strategic conversation session presented by the district. Dr. Blue and Dottie Smith did a great job representing the district at a national level. He also attended a session regarding social media. Dr. Blue's blog is a national model for best practices in how communication occurs in the 21st century.
- He will be participating in the Fresno City College commencement ceremony.

Trustee John Leal attended the following events:

- Reedley College senate meeting on April 9, 2013
- The Chancellor's Circle reception celebrating the achievement of 100 members.
- Willow International's charrette on April 11
- Reedley College forestry program tour on April 26
- Torch of Excellence awards

Trustee Patterson attended the following events:

- The CVHEC sponsored conference on student success at Harris Ranch. He said it was a very informative conference
- CCLC annual conference at Lake Tahoe. Mr. Patterson said the conference content was outstanding

Trustee Smith attended the following events:

- The AACC conference and participated in the district's strategic planning presentation
- Congratulated Dr. Patterson for her appearance in the *Community College Times* publication and thanked her for all of her hard work.
- Attended a reception at Fresno State to announce a new B.A. program in Latin American studies. She provided some printed information to the Board. Ms. Smith stated it is important for students to learn a foreign language.
- Attended the African American Student Recognition program at FCC
- She thanked the classified employees for attending the meeting and congratulated them as the district celebrates Classified Professionals Week.

Reports of Board  
Members (continued)

Trustee Nishinaka:

- Thanked the student trustees for their service.
- Thanked Dr. Blue and former Interim Associate Vice Chancellor Robert Fox for taking an idea he saw at a southwestern college and developing a military graduation cord program. It will be an honor to recognize veterans this year at commencement. He shared a sample of the military cords with the audience.
- Congratulated the graduating students for achieving their educational goals and their special honors.
- Thanked retiring faculty and staff for their dedication to the district, as well as those who attained benchmark dates of service.
- Thanked the chancellor, faculty and staff for a successful year.
- Mr. Nishinaka submitted a written report detailing the events and meetings he attended over the past month.

Mr. Caglia:

- Thanked the student trustees for their service.
- Thanked the board members for attending events and representing the Board and the district.
- Thanked Dr. Carolyn Drake for organizing a tour of the Health Science Department for Councilman Oliver Baines and a small group of students interested in participating in health science courses.
- Shared the news about the natural resource, Monterey shale. He stated there is discussion about job opportunities surrounding this natural resource and requested that the district keep this topic on their radar.

Trustee Barreras:

- Thanked classified employees for their hard work in honor of Classified School Employees Week. Ms. Barreras stated she is a classified employee as well.
- Congratulated the student trustees on their service.
- Congratulated Campus President Ikeda on hosting a successful employee recognition ceremony at WI.
- Congratulated Jim Chin for receiving the Bill Stewart Award and Ash Naimpally for his publication award.
- Attended the CCCT meeting, at which the topics of discussion were adult education and the advocacy for funding, and the student success taskforce.
- Received several letters from district students regarding increased fees and fewer course offerings. She said these concerns will be addressed and will not go unnoticed.



Future Agenda Items

Trustee Smith requested a status update on security when students are not on campus.

Trustee Caglia requested an update on the State Center Consortium

Trustee Barreras announced that Trustee Payne is interested in running for the at-large board position with ACCT. This item will be on the June board agenda for consideration.

Consent Agenda  
Action

President Barreras asked for a motion to approve the consent agenda.

It was moved by Trustee Leal and seconded by Trustee Patterson that the Board of Trustees approve consent agenda items 13-20HR through 13-22HR and 13-28G through 13-37G. The motion carried without dissent.

Employment,  
Retirement,  
Academic Personnel  
[13-20HR]  
Action

Approve academic personnel recommendations, items A through C, as presented

Employment,  
Promotion,  
Retirement, Classified  
Personnel  
[13-21HR]  
Action

Approve classified personnel recommendations, items A through D, as presented

Consideration to  
Approve Resolution  
Allowing Exception to  
the 180-day Wait  
Period for CalPERS  
[13-22HR]  
Action

Adopt Resolution No. 2013-05 allowing an exception to the CalPERS 180-day wait period

Review of District  
Warrants and Checks  
[13-28G]  
Action

Review and sign the warrants register for the following accounts:

<u>Account:</u>	<u>Amount:</u>	<u>For the Period of:</u>
District	\$ 14,410,348.21	03/13/13 to 04/16/13

Review of District Warrants and Checks [13-28G] <u>Action</u> (continued)	Fresno City College Bookstore	109,614.45	03/13/13 to 04/16/13
	Reedley College Bookstore	130,280.79	03/13/13 to 04/16/13
	Fresno City College Co-Curricular	86,150.58	03/12/13 to 04/16/13
	Reedley College Co-Curricular	96,970.70	03/13/13 to 04/15/13
	Total:	<u>\$ 14,833,364.73</u>	

Consideration to Approve Quarterly Budget Transfers and Adjustments Report [13-29G]  
Action

Approve the March 31, 2013, Budget Transfers and Adjustments Report

Financial Analysis of Enterprise and Special Revenue Operations [13-30G]  
No Action

Statements are provided for the Board's information, no action is required

Consideration to Authorize Agreement with SixTen and Associates for Mandate Reimbursement Claim Preparation Services [13-31G]  
Action

a) Authorize entering into an agreement with SixTen and Associates in an amount not to exceed \$24,000 for the preparation and submission of mandate reimbursement claims; and  
b) Authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district

Consideration to Adopt Resolution Authorizing Notice of Intent to Establish 2013-14 Appropriations Limit (Gann) [13-32G]  
Action

Adopt Resolution No. 2013-07, Notice of Intent to Establish an Appropriations Limit, for the 2013-14 Fiscal Year

Consideration of Bids,  
Re-roof of Two  
Portable Buildings,  
Madera Center  
[13-33G]  
Action

Award Bid #1213-10 in the amount of \$61,000 to Graham Prewett, Inc., the lowest responsible bidder for the re-roof of two portable buildings, plus one additional portable building included as an additive alternate to the bid, at the Madera Center, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Consideration of Bids,  
Data Cable  
Replacement at AC1  
Computer Lab,  
Willow International  
Community College  
Center  
[13-34G]  
Action

Award Bid #1213-11 in the amount of \$19,797.10 to 3D Datacom, the lowest responsible bidder for data cable replacement at AC1 Computer Lab at the Madera Center, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Consideration of Bids,  
Energy Management  
System Upgrades,  
Fresno City College  
[13-35G]  
Action

Award Bid #1213-15 in the amount of \$78,640 to Servi-Tech Controls, Inc., the lowest responsible bidder for the Energy Management System upgrades at Fresno City College, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district

Consideration to  
Approve Study  
Abroad Program,  
Italy, Summer 2014  
[13-36G]  
Action

Approve the offering of the summer 2014 program in Italy and approve Marcy Davidson and Amanda Taintor as instructors for this program

Consideration to  
Approve Study  
Abroad Program,  
London, Summer  
2014 [13-37G]  
Action

Approve the offering of the summer 2014 program in London and approve Ken Zamora and Thom Halls as instructors for this program

\*\*\*\*\*End of Consent Agenda\*\*\*\*\*

Consideration to  
Adopt Resolution  
Affording Student  
Trustees the Privilege  
to Make and Second  
Motions  
[13-17]  
Action

A motion was made by Trustee Nishinaka and seconded by Trustee Caglia that the Board of Trustees adopt Resolution No. 2013-08 allowing the student trustees to make and second motions. The motion passed without dissent.

Consideration to  
Adopt Revision to  
Amended 2014  
Spring Semester  
Instructional  
Calendar  
[13-18]  
No Action

President Barreras announced that this item was pulled from the agenda. No other action was taken.

Consideration to  
Officially Recognize  
Willow International  
Community College  
Center Academic  
Senate  
[13-19]  
Action

Campus President Deborah Ikeda stated that on September 11, 2012, by unanimous vote of the executive committee of the California State Academic Senate, the Willow International Academic Senate was approved as the 113th member of the senate. Since WI was granted candidacy on March 6, 2013, it is appropriate to recognize the senate as the official faculty body for making recommendations on academic and professional matters related to the center.

A motion was made by Trustee Smith and seconded by Trustee Leal that the Board of Trustees officially approve and recognize the Willow International Community College Center's Academic Senate as the official faculty body for making recommendations on academic and professional matters related to the center. The motion passed without dissent.

Consideration to  
Adopt Resolution to  
Authorize Temporary  
Interfund Transfer of  
Funds [13-20]  
Action

A motion was made by Trustee Patterson and seconded by Trustee Nishinaka that the Board of Trustees adopt Resolution No. 2013-09 to authorize the vice chancellor of finance and administration to temporarily transfer funds, as necessary, between the following funds during the period of May 7 2013, through July 31, 2013:

Borrow from:	Capital Projects and/or Retiree Benefits
Loan to:	General Fund

The motion passed without dissent.

Acknowledgement of  
Quarterly Financial  
Status Report,  
General Fund  
[13-21]  
Action

A motion was made by Trustee Caglia and seconded by Trustee Nishinaka that the Board of Trustees accept the Quarterly Financial Status Report (CCFS-311Q) as presented. The motion passed without dissent.

Consideration of Bids,  
Boiler Replacements,  
Fresno City College  
[13-22]  
Action

A motion was made by Trustee Patterson and seconded by Trustee Smith that the Board of Trustees award Bid #1213-12 in the amount of \$655,233 to Lawson Mechanical Contractors, the lowest responsible bidder for the boiler replacements at Fresno City College, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district. The motion passed without dissent.

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-time  
Bargaining Unit, Local  
1533 SCFT/AFT, AFL-  
CIO, and Public  
Hearing  
[13-23]  
No Action

Diane Clerou presented the tentative collective bargaining agreement between the district and the SCFT full-time bargaining unit and stated the following:

“On March 13, 2013, the State Center Federation of Teachers Full-time Bargaining Unit and the district reached a tentative agreement for a new three-year collective bargaining agreement for 2012-13 through 2014-15. The tentative agreement is retroactive to July 1, 2012. The tentative agreement is attached as an exhibit. The State Center Federation of Teachers held an election and ratified the tentative agreement. Substantial terms of the tentative agreement with State Center Federation of Teachers full-time faculty are:

- Either party may reopen each year under the health insurance article, salary article and one additional article.
- On a pilot basis limited to the term of this CBA, district agrees to allow an instructor to offer one virtual office hour, via live interactive medium as identified by the instructor, in lieu of one office hour per week. This office hour must be scheduled and the interactive medium identified at the start of each term and posted conspicuously for students.
- Long term disability has been reduced to 60% of current salary to a maximum payout of \$5,000 for unit members hired on or before June 30, 2013; however, they may purchase additional coverage at their own expense.
- Unit members first employed on or after July 1, 2013, will continue to receive medical insurance; however, it is modified to eliminate the 2% annual inflation factor, coverage will end when retiree reaches age 70, and surviving spouse shall not be eligible for retiree benefit contribution.

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-time  
Bargaining Unit, Local  
1533 SCFT/AFT, AFL-  
CIO, and Public  
Hearing  
[13-23]  
No Action  
(continued)

- Distance Education – additional load factor given for the distance education teaching and the released time for course development will be eliminated on June 30, 2015.

The parties further agreed to the following:

- Establish a workgroup of vice presidents or designees and faculty representatives appointed by the federation to meet to discuss current load practices across the district.
- Establish a workgroup of vice presidents or designees and faculty representatives appointed by the federation to research current sick leave computation practices to ensure districtwide consistency
- Establish a workgroup of vice presidents or designees and faculty representatives appointed by the federation to research compressed calendars.

The disclosure of the collective bargaining agreement has been posted since May 1, 2013. There are no costs associated with this tentative agreement.”

Board President Barreras opened the meeting for comments from the public relative to the tentative agreement at 6:55 p.m.

There being no public comment, Ms. Barreras closed the public hearing at 6:56 p.m.

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Part-time  
Bargaining Unit, Local  
1533 SCFT/AFT, AFL-  
CIO, and Public  
Hearing  
[13-24]  
No Action

Diane Clerou presented the tentative collective bargaining agreement between the district and the SCFT part-time bargaining unit and stated the following:

“On March 13, 2013, the State Center Federation of Teachers Part-time Bargaining Unit and the district reached a tentative agreement for a new three-year collective bargaining agreement for 2012-13 through 2014-15. The tentative agreement is retroactive to July 1, 2012. The tentative agreement is attached as an exhibit. The State Center Federation of Teachers held an election and ratified the tentative agreement. Terms of the tentative agreement with State Center Federation of Teachers part-time faculty are:

- Either party may reopen each year under the salary article and one additional article.
- Clarification on seniority relative to work/site location.
- Distance Education – additional load factor given for the distance education teaching and the released time for course development will be eliminated on June 30, 2015.

The parties further agreed to the following:

Disclosure of  
Collective Bargaining  
Agreement, State  
Center Federation of  
Teachers Part-time  
Bargaining Unit, Local  
1533 SCFT/AFT, AFL-  
CIO, and Public  
Hearing  
[13-24]  
No Action  
(continued)

- Establish a workgroup of vice presidents or designees and faculty representatives appointed by the federation to meet to discuss current load practices across the district.
- Establish a workgroup of vice presidents or designees and faculty representatives appointed by the federation to research current sick leave computation practices to ensure districtwide consistency.
- Establish a workgroup of vice presidents or designees and faculty representatives appointed by the federation to research compressed calendars.

The disclosure of the collective bargaining agreement has been posted since May 1, 2013. There are no costs associated with this tentative agreement.”

Board President Barreras opened the meeting for comments from the public relative to the tentative agreement at 7:00 p.m.

There being no public comment, Ms. Barreras closed the public hearing at 7:01 p.m.

Consideration to  
Adopt Resolution  
Regarding Classified  
Employees Week in  
the State Center  
Community College  
District  
[13-25]  
Action

Diane Clerou presented Resolution No. 2013-06 to the Board for their consideration. She stated that in 1986, with the passage of SB 1152 (Campbell), the California legislature adopted the third full week of May of each year as Classified School Employees Week. Classified employees perform a wide range of essential work, including food services, maintenance and operations, transportation, instructional assistance and paraeducator services, office and clerical work, security, library and media assistance, computer services, and more. The week of May 19-25, 2013, will be celebrated by districts and employees across the state in recognition of the many contributions classified professionals make to the educational community.

A motion was made by Trustee Smith and seconded by Trustee Leal that the Board of Trustees adopt Resolution No. 2013-06 declaring the week of May 19-25, 2013, as Classified School Employees Week in the State Center Community College District. The motion passed without dissent.

First Reading of  
District Equal  
Employment  
Opportunity Model  
Plan  
[13-26]  
No Action

Diane Clerou presented the Draft EEO Model Plan to the Board and asked for their input by May 24, 2013, to allow for recommended revisions to be brought forward at the June 4, 2013, board meeting. No action was taken.

Consideration to  
Approve Chancellor's  
Recommendation  
Regarding Awarding  
of Sabbatical Leaves  
for 2013-14  
[13-27]  
Action

Diane Clerou presented information to the Board concerning sabbatical leave recommendations. She stated that at the April 2, 2013, board meeting, the Board of Trustees approved moving forward with seven sabbatical leaves for the 2013-14 academic year. The collective bargaining agreement between the district and State Center Federation of Teachers mandates the approval process for sabbatical leaves. It is contained in Article XIV-A, Section 7. The seven faculty recommended for sabbatical leaves are Mike Dana, FCC; Marianne Dunklin, FCC; Cynthia Elliott, Willow International; Kate Fourchy, RC; Garrett Masterson, RC; Peter Meserve, FCC; and Dympna Ugwu-Oju, FCC.

A motion was made by Trustee Caglia and seconded by Trustee Nishinaka that the Board of Trustees approve sabbatical leaves for the seven employees listed above for the 2013-14 school year. The motion passed without dissent.

Public Hearing on  
Fact Finding  
Chairperson's  
Advisory  
Recommendations  
for Resolution of  
Negotiations Impasse  
Between State Center  
Community College  
District and California  
School Employees'  
Association, Chapter  
No. 379  
[13-28]  
No Action

Diane Clerou reported that the district and CSEA began negotiations on a full contract in June of 2012, and in November of 2012, CSEA declared an impasse. As a result, the district and CSEA went to fact finding. On April 12, 2013, the advisory recommendations from the neutral fact finder and dissenting and concurring opinions from CSEA (Michael Noland) and the District (Shelline Bennett) were made public.

She asked that the meeting be opened for a public hearing with a CSEA representative and a district representative individually making a presentation regarding the fact finding chairperson's advisory recommendations. Following those presentations, the floor should be opened for comments from any other participants at the meeting.

Board President Barreras opened the meeting for comments from the public relative to the tentative agreement at 7:25 p.m.

Eileen O'Hare-Anderson, district representative with Liebert Cassidy Whitmore, addressed the Board. Ms. O'Hare-Anderson reviewed several points identified in the fact-finder's report and disputed several of the recommendations identified in the report. She said overall, the recommendations of the report are not fiscally prudent.

Mr. Terry Flannigan, representative of CSEA, requested that the Board allow the parties to bargain post fact-finding negotiations. He believes that the parties can come to an agreement. He asked the



Public Hearing on  
Fact Finding  
Chairperson's  
Advisory  
Recommendations  
for Resolution of  
Negotiations Impasse  
Between State Center  
Community College  
District and California  
School Employees'  
Association, Chapter  
No. 379  
[13-28]  
No Action  
(continued)

Board to give its team the opportunity to go beyond the parameters the Board set and allow the parties to make a deal that is fair to all.

Lacy Barnes, SCFT representative, stated, on behalf of the federation, she is in support of her CSEA brothers and sisters. Students are successful because of the employees in the district. The Board needs to continue to value and respect their employees.

Rene Dower, chief negotiator for CSEA, stated employees are doing more with less. She reminded the Board that CSEA signed a MOU for retiree incentives, which provided a savings for the district. CSEA has been doing its part to make sure that students are a priority. She stated the recommendations in the fact-finding report are fair. Health and welfare costs have increased and the members have had to absorb the increase. She said she is concerned because the district presented information during the last Board meeting indicating the district was receiving 10 million dollars in additional funding, but also increasing expenditures by 7 million. This is difficult to understand.

Jewel Riversmith, CSEA member and FCC employee, stated it is difficult to make ends meet. She shared her personal story with the Board and wanted them to be able to put a face on the decision that they will have to make.

Judy Ramirez, FCC employee, asked the Board to consider the hard work the employees do.

Barbara Well stated she understands that the Board's goal is long-term sustainability. She said classified employees want the same thing. She requested the Board consider the fact-finding report in its entirety and not "cherry-pick" certain recommendations.

Jason Meyers, CSEA president, asked the Board to be reasonable. He requested the Board direct its team to continue bargaining in good faith.

Raul Perez, labor relations representative with CSEA, stated there have to be means and desire in order to come to an agreement. The fact-finder's recommendations establish that the means exist to resolve this current situation. The Board must now prove to CSEA that they are desirous of a fair resolution and agreement. If all parties use the fact-finder's report as a template, they can get there.

Juan Tirado reminded the Board that there are over 600 classified

Public Hearing on  
Fact Finding  
Chairperson's  
Advisory  
Recommendations  
for Resolution of  
Negotiations Impasse  
Between State Center  
Community College  
District and California  
School Employees'  
Association, Chapter  
No. 379  
[13-28]  
No  
Action (continued)

employees in the district. He said employees are committed to the district and work well beyond their normal work day. He asked the Board to consider all the work the classified employees do when they make their decision.

Ms. Barreras closed the public hearing at 7:45 p.m.

Delegations,  
Petitions, and  
Communications

None

Closed Session

President Barreras stated that in closed session the Board would be discussing:

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957
- B. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Full-time Bargaining Unit; SCFT Part-time Bargaining Unit, California School Employees Association Bargaining Unit, and SCCCDC Peace Officers Association]; Diane Clerou, Pursuant to Government Code Section 54957.6
- C. PUBLIC EMPLOYMENT, Pursuant to Government Code Section 54957
  - 1. Dean of Instruction, Willow International Community College Center
  - 2. Associate Vice Chancellor of Human Resources

President Barreras called a recess at 7:46 p.m.

Report of Closed  
Session

The Board moved into open session at 10:00 p.m.

President Barreras stated the Board did not take any reportable action during closed session.

Consideration to  
Adopt Collective  
Bargaining  
Agreement, State  
Center Federation of  
Teachers Full-time  
Bargaining Unit, Local  
1533 SCFT/AFT, AFL-  
CIO  
[13-29]  
Action

A motion was made by Trustee Patterson and seconded by Trustee Caglia that the Board of Trustees adopt the tentative agreements between the State Center Federation of Teachers Full-time Bargaining Unit, Local 1533 SCFT/AFT, AFL-CIO and the State Center Community College District for July 1, 2012 through June 30, 2015. The motion passed without dissent.

Consideration to  
Adopt Collective  
Bargaining  
Agreement, State  
Center Federation of  
Teachers Part-time  
Bargaining Unit, Local  
1533 SCFT/AFT, AFL-  
CIO  
[13-30]  
Action

A motion was made by Trustee Leal and seconded by Trustee Nishinaka that the Board of Trustees adopt the tentative agreements between the State Center Federation of Teachers Part-time Bargaining Unit, Local 1533 SCFT/AFT, AFL-CIO and the State Center Community College District for July 1, 2012 through June 30, 2015. The motion passed without dissent.

Consideration to  
Appoint Dean of  
Instruction, Willow  
International  
Community College  
Center  
[13-31]  
Action

A motion was made by Trustee Nishinaka and seconded by Trustee Patterson that the Board of Trustees appoint Dr. Tom Mester as Dean of Instruction, Willow International Community College Center, with placement on the management salary schedule at range 62, step 8 (\$133,694 annually), effective May 8, 2013. The motion passed without dissent.

Consideration to  
Appoint Associate  
Vice Chancellor of  
Human Resources  
[13-32]  
Action

A motion was made by Trustee Payne and seconded by Trustee Caglia that the Board of Trustees appoint Diane Clerou as the Associate Vice Chancellor of Human Resources, with placement on the management salary schedule at range 66, step 8 (\$146,140 annually), effective May 8, 2013. The motion passed without dissent.

Adjournment

The meeting was adjourned at 10:05 p.m. by unanimous consent.

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Ronald Nishinaka  
Secretary, Board of Trustees  
State Center Community College District

na

*(Unapproved)* MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
May 9, 2013

Call to Order	A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Isabel Barreras at 5:15 p.m., May 9, 2013, in Room 301 at State Center Community College District Office North, 390 W. Fir Avenue, Clovis, California.
Trustees Present	Isabel Barreras, President Ronald H. Nishinaka, Secretary Patrick E. Patterson Dorothy Smith John Leal Eric Payne  Absent: Richard Caglia, Vice President  Also present were: Deborah G. Blue, Chancellor, SCCC Diane Clerou, Interim Associate Vice Chancellor Human Resources
Delegations, Petitions, and Communications	None
Closed Session	Ms. Barreras stated that in closed session the Board would be discussing: A. PUBLIC EMPLOYEE EMPLOYEMENT, Pursuant to Government Code Section, 54957; 1. Interview of Finalists- Reedley College President  Ms. Barreras called a recess at 5:16 p.m.
Open Session	The Board moved into open session at 10:10 p.m.
Report of Closed Session	Ms. Barreras stated there was no action to report from closed session.

Adjournment

The meeting was adjourned at 10.11p.m. by the unanimous consent of the Board.

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Ron Nishinaka  
Secretary, Board of Trustees  
State Center Community College District

na

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Employment, Change of Status, Leave of  
Absence, Retirement, Academic Personnel

ITEM NO. 13-23HR

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EXHIBIT: Academic Personnel Recommendations

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Recommendation:

It is recommended the Board of Trustees approve the academic personnel recommendations, items A through D, as presented.

ACADEMIC PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

<u>Name</u>	<u>Campus</u>	<u>Class &amp; Step</u>	<u>Salary</u>	<u>Position</u>
Shelton, Linda J.	FCC	II, 6	<b>\$5,847</b>	Coordinator, California Professional Nutrition Education and Training Center
(New Hire) (Categorically Funded Position – June 10, 2013 through June 30, 2013)				
Antonio, Estefana T.	FCC	II, 1	\$65,929	Child Development Instructor/ Co-Coordinator
(Current Classified Staff) (First Contract – July 1, 2013 through June 30, 2014)				
Stricker, Michelle K.	RC	II, 9	\$77,041	Matriculation and Outreach Coordinator
(Current Full-Time Categorically Funded Faculty) (Second Contract – July 1, 2013 through June 30, 2014)				
Lucio, Nickolas L.	FCC	II, 2	\$58,256	Counselor, Perkins Funded
(Current Full-Time Temporary Instructor) (Categorically Funded Contract – August 1, 2013 through May 31, 2014)				
DeKlotz, Olena	FCC	V, 6	\$78,276	Reading Instructor
(Current Adjunct Faculty) (First Contract – August 8, 2013 through May 31, 2014)				
Guzman, Juan	FCC	V, 2	\$69,515	English Instructor
(Current Adjunct Faculty) (First Contract – August 8, 2013 through May 23, 2014)				



Academic Personnel Recommendations

Page 2

A. Recommendation to employ the following persons (continued):

<u>Name</u>	<u>Campus</u>	<u>Class &amp; Step</u>	<u>Salary</u>	<u>Position</u>
Howard, Jeanice C.	FCC	IV, 6	\$75,203	Dental Hygiene Instructor

(Current Full-Time Temporary Instructor)  
(First Contract – August 8, 2013 through May 23, 2014)

Long, Louie	RC	II, 4	\$63,622	Natural Resources Instructor
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(New Hire)  
(First Contract – August 8, 2013 through May 23, 2014)

<b>Lorenzano, Adelfa G.</b>	<b>RC</b>	<b>II, 2</b>	<b>\$58,256</b>	<b>Coordinator, Reedley Middle College Charter High School</b>
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**(Current Classified Staff)**  
**(Categorically Funded Contract – August 8, 2013 through June 30, 2014)**

<b>Potter, Sally</b>	<b>FCC</b>	<b>II, 6</b>	<b>\$68,990</b>	<b>English as a Second Language Instructor</b>
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**(Current Full-Time Temporary Faculty)**  
**(Second Contract – August 8, 2013 through May 23, 2014)**

Trevino, Julio	FCC	V, 3	\$72,197	English Instructor
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(Current Adjunct Faculty)  
(First Contract – August 8, 2013 through May 23, 2014)

B. Recommendation to accept change of status for the following person:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Kane, Linda L.	FCC	July 1, 2013	Learning Disability Specialist

(Reduction to part-time employment status prior to retirement per Article XVIII, Section 4 of the SCFT Collective Bargaining Unit Contract)

Academic Personnel Recommendations

Page 3

C. Recommendation to approve a leave of absence for the following person:

<u>Name</u>	<u>Campus</u>	<u>From</u>	<u>To</u>	<u>Position</u>
Dunklin, Marianne P.	FCC	August 8, 2013	December 13, 2013	Business Instructor

(Personal and Parental Leave per Article XIV-B, Section 5 of the SCFT Collective Bargaining Unit Contract)

D. Recommendation to accept the resignation for the purpose of retirement from the following persons:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Fuller, Pauline M.	FCC	May 6, 2013	EOPS Counselor
Ewing, James M.	FCC	May 17, 2013	English Instructor
Keller, Charles F.	FCC	May 22, 2013	DSP&S Instructor

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Employment, Promotion, Change of Status,  
Leave of Absence, Resignation, Retirement,  
Classified Personnel

ITEM NO. 13-24HR

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EXHIBIT: Classified Personnel Recommendations

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Recommendation:

It is recommended that the Board of Trustees approve the classified personnel recommendations, Items A through H, as presented.

## CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons as probationary:

Name	Location	Classification	Range/Step/Salary	Date
Cardenas, Samaria	RC	Administrative Assistant Position No. 3043	55-A \$3,762.67/mo.	05/06/2013
Soto, Blanca	DO	Office Assistant I - PPT Position No. 1163	38-A \$14.32/hr.	05/20/2013

B. Recommendation to employ the following persons as provisional – filling vacant position of permanent full-time or permanent part-time pending recruitment/selection, or replacing regular employee on leave:

Name	Location	Classification	Hourly Rate	Date
Phillips, Christine	DO	Human Resources Technician Position No. 1162	50-C \$21.19/hr.	03/13/2013
Phillips, Christine	DO	Human Resources Analyst Position No. 1063	64-A \$27.04/hr.	04/23/2013
Haynes, Mary Ann	DO	Human Resources Specialist Position No. 1162	54-A \$21.19/hr.	04/26/2013

C. Recommendation to employ the following persons as limited term (Ed Code 88105):

Name	Location	Classification	Hourly Rate	Date
Campbell, Samerah	DO	Director of Human Resources Position No. 1050	57-1 \$8,086.08/mo.	05/09/2013 thru 11/08/2013

D. Recommendation to approve the promotion of the following regular employees:

Name	Location	Classification	Range/Step/Salary	Date
Rios, Alicia	DO	International Trade Specialist Position No. 1147 to Director, Center for International Trade Development Position No. 1161	60-D \$5,837.25/mo. to 50-1 \$7,181.75/mo.	05/09/2013

Classified Personnel Recommendation

Page 2

E. Recommendation to approve the change of status of the following regular employees:

Name	Location	Classification	Range/Step/Salary	Date
Phillips, Christine	DO	Administrative Secretary I Position No. 1062 to	48-B \$3,333.42 to	03/13/2013
	MC	Office Assistant III Position No. 4003	48-B \$3,333.42	

(Bumping into vacant position in related classification due to layoff )

Bruce, Eleanor	FCC	Accounting Clerk III Position No. 2073 to	48-E \$4,053.67/mo.	03/14/2013 thru
		Accounting Technician I Position No. 2073	57-B \$4,352.73/mo.	03/26/2013

(Additional compensation for working out of class per Article 33, Section 8 of CSEA contract)

Fox Avedesian, Robin	DO	Human Resources Technician Position No. 1037 to	50-E \$4,205.75/mo. to	04/26/2013
		Human Resources Specialist Position No. 1037	54-C \$4,205.75/mo.	

(The Personnel Commission took action to change classification at its meeting on 12/11/12)

Rodriguez, Diana	RC	Administrative Assistant Position No. 3043 to	55-E \$4,572.92/mo. to	05/15/2013
		Administrative Aide Position No. 3106	53-E \$4,354.17	

(Return to regular assignment)

Gallegos, Terri	FCC	Bookstore Sales Clerk III Position No. 2055 to	43-E \$3,463.17/mo. to	06/03/2013
		Textbook Purchasing Clerk Position No. 2055	48-D \$3,723.58/mo.	

(Additional compensation for working out of class per Article 33, Section 8 of CSEA contract)

F. Recommendation to approve the leave of absence of the following employee (regular):

Name	Location	Classification	Range/Step/Salary	Date
Hinkle, Barbara	FCC	Office Assistant III Position No. 8502	48-E \$3,857.25/mo.	05/01/2013

(Return to regular assignment)

Moua, Be	MC	Administrative Aide Position No. 4009	53-E \$4,379.17/mo.	05/08/2013 thru 06/30/2013
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(Unpaid Health Leave of Absence per Article 14 of the CSEA contract)

Martin, Barbara	DO	Administrative Aide Position No. 1006	53-E L2.5 \$4,463.00/mo.	05/20/2013 thru 07/08/2013
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(Unpaid Health Leave of Absence per Article 14 of the CSEA contract)

Classified Personnel Recommendation

Page 3

G. Recommendation to accept the resignation of the following regular employees:

Name	Location	Classification	Range/Step/Salary	Date
Naina, Arun	RC	Micro Computer Specialist Position No. 3046	60-B \$4,460.75/mo.	05/31/2013
Horton, Matthew	FCC	Piano Accompanist Position No. 2443	49-E \$3,342.85/mo.	06/07/2013

H. Recommendation to accept the resignation for the purpose of retirement for the following regular employees:

Name	Location	Classification	Date
Mendoza, Linda	FCC	Office Assistant III Position No. 2421	05/31/2013

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:	Consideration of Reorganization to Change the Position of Associate Business Manager to a Vice President of Administrative Services Position, Willow International Community College Center	ITEM NO.	13-25HR
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EXHIBIT: None

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Background:

With the retirement of the associate business manager, a close review was conducted by the Willow International Community College Center administration and human resources staff to assess the duties and requirements of the position. This position has been responsible for the campus finances, business functions, printing services, property management, mail services, campus receptionist, auxiliary services and facility utilization. These are the same duties as the vice president of administrative services at Fresno City College and Reedley College. Therefore, for internal equity purposes, the Willow International Community College Center administration is requesting this reorganization to change the associate business manager position to a vice president of administrative services position.

Examples of Duties:

Responsibilities include but are not limited to: developing and directing the college budget and accounting program to ensure accurate completion of receipt, recording and expenditure of funds for college accounts; developing recommendations for improvement of operations in the business office; providing administrative advice; approving and monitoring campus purchase requisitions and capital outlays; monitoring the college transportation activities; coordinating the hiring of classified personnel with the district human resources and personnel commission offices; maintaining records of classified personnel and student employment records, including time and attendance reporting; acting as the college safety officer; coordinating with district centralized services, police, environmental health and safety, maintenance, grounds, and facilities to ensure campus priorities and needs are met; supervising the inventory of college equipment; managing the district's auxiliary services and parking services; coordinating construction projects; managing the printing services and copy department, the campus receptionist, mail services, and other areas as assigned.

Item No. 13-25HR

Page 2

Recommendation:

It is recommended the Board of Trustees approve the reorganization of the Associate Business Manager position to Vice President of Administrative Services position, Willow International Community College Center, effective June 5, 2013.



OSTATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:    Consideration to Approve Three-month Limited    ITEM NO.    13-26HR  
                 Term Painter Position, Fresno City College

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EXHIBIT:    None

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Background:

Based on the high level of facility usage when classes are in session, ongoing painting projects are put on hold during the school year. Administration is recommending the approval of a three-month limited term painter position for the summer of 2013, June through August, to complete painting projects at Fresno City College. The duties to be performed are painting of curbs, parking stalls, benches, crosswalks, and other campus areas that have reduced student usage during the summer months.

Recommendation:

It is recommended the Board of Trustees approve the three-month limited term painter position, Fresno City College, effective June 5, 2013, through August 31, 2013.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Review of District Warrants and Checks

ITEM NO. 13-38G

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EXHIBIT: None

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Recommendation:

It is recommended the Board of Trustees review and approve the warrants register for the following accounts:

<u>Account</u>	<u>Amount</u>	<u>For the Period of</u>
District	\$13,896,022.34	04/17/13 to 05/14/13
Fresno City College Bookstore	194,066.72	04/17/13 to 05/14/13
Reedley College Bookstore	409,188.88	04/17/13 to 05/14/13
Fresno City College Co-Curricular	137,149.79	04/17/13 to 05/13/13
Reedley College Co-Curricular	42,590.68	04/16/13 to 05/08/13
Total:	<u>\$ 14,679,018.41</u>	

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration of Report of Investments

ITEM NO. 13-39G

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EXHIBIT: Quarterly Investment Report

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Background:

Administrative Regulation 6320 permits the district to invest district funds held by the County Treasurer in the County Treasurer's investment pool. Included as an exhibit is the quarterly investment report from the Fresno County Treasurer's office for the period ending March 31, 2013. Review of the quarterly investment report is recommended by Government Code Section 53646. It is presented for the Board's review.

Fiscal Impact:

None

Recommendation:

It is recommended the Board of Trustees accept the Quarterly Investment Report, as provided by the County of Fresno, for the quarter ending March 31, 2013.

# County of Fresno Treasury Investment Pool

As of March 31, 2013

## Portfolio Statistics

	March 2013	December 2012	September 2012	June 2012	March 2012
<b>Market Value</b> \$(000)	2,273,802	2,471,610	2,169,170	1,954,207	2,250,628
<b>Cost Value</b> \$(000)	2,265,322	2,459,614	2,151,918	1,929,610	2,230,844
<b>Unrealized Gain/Loss</b> % on cost value	0.4	0.5	0.8	1.3	0.9
<b>Yield</b> weighted on cost value	1.20	1.15	1.25	1.53	1.62
<b>Years to Maturity</b> weighted on cost value	2.6	2.5	2.6	2.8	2.7

## COMPLIANCE WITH CALIFORNIA GOVERNMENT CODE AND COUNTY INVESTMENT POLICY

The County's Investment Portfolio is in compliance with California Government Codes 53601 & 53635. The County's Treasury Investment Pool Statement of Investment Policy is more stringent than the California Government Codes. As of 3/31/13, the Treasurer's Investment Pool portfolio complied with its Statement of Investment Policy.

## SUMMARY OF PORTFOLIO

Holdings in the County's Treasury Pool represent a portfolio of assets with a high degree of quality. As of 3/31/13, the portfolio had a market value of \$2.27 billion with an average dollar-weighted quality of "Aaa" as rated by Moody's. Approximately 86.8% of the portfolio's assets are invested in securities with virtually no credit risk (i.e. U.S. Treasury, U.S. Agencies, Collateral-backed Money Markets, and Cash). The dollar weighted average life of the pool is 2.6 years, 8.7% of the portfolio at cost matures within 30 days, 11.3% matures within 90 days, and 12.9% within 180 days.

**THE COUNTY OF FRESNO TREASURY INVESTMENT POOL HAS AN AVERAGE  
DOLLAR-WEIGHTED QUALITY RATING OF "Aaa."**

# County of Fresno Treasury Investment Pool

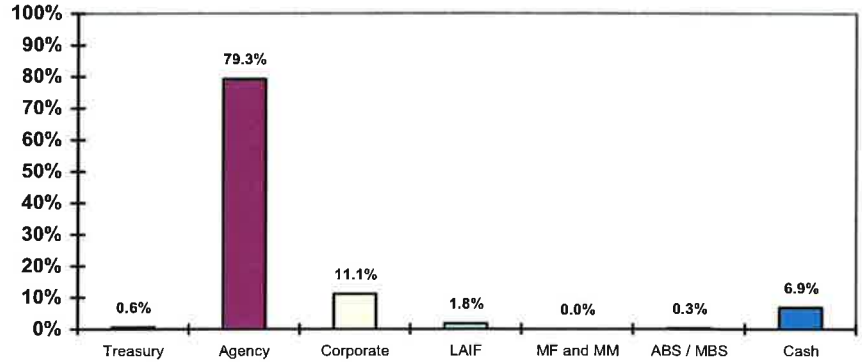
As of March 31, 2013

## Portfolio Holdings Breakdown

**Breakdown of Portfolio by Type  
(Valued at Cost)**

	\$(000)	%
8.1 US Treasury (b)	13,771	0.6
8.2 US Agency (f)	1,796,381	79.3
8.8 Corporate Note (k)	252,422	11.1
8.9 LAIF	41,000	1.8
8.10 Mutual and Money Market(l)	75	0.0
8.11 ABS / MBS (o)	6,176	0.3
Cash	155,497	6.9
	<b>2,265,322</b>	<b>100.0</b>

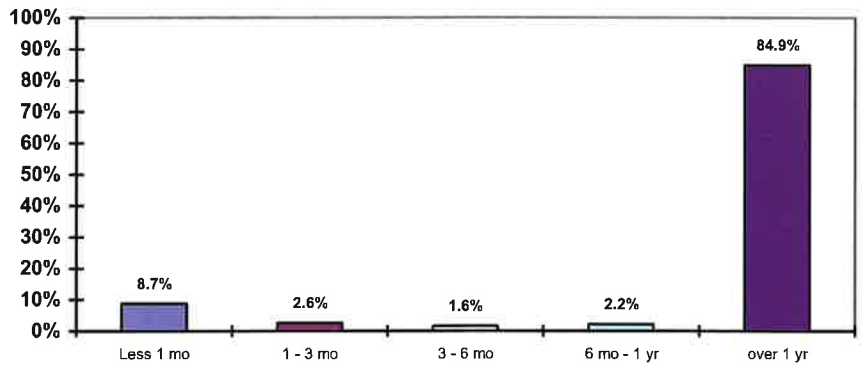
**Portfolio Type**



**Breakdown of Portfolio by Maturity  
(Valued at Cost)**

	\$(000)	%
Less than 1 month	198,080	8.7
1 – 3 months	58,817	2.6
3 – 6 months	36,636	1.6
6 months – 1 year	48,867	2.2
Over 1 year	1,922,922	84.9
	<b>2,265,322</b>	<b>100.0</b>

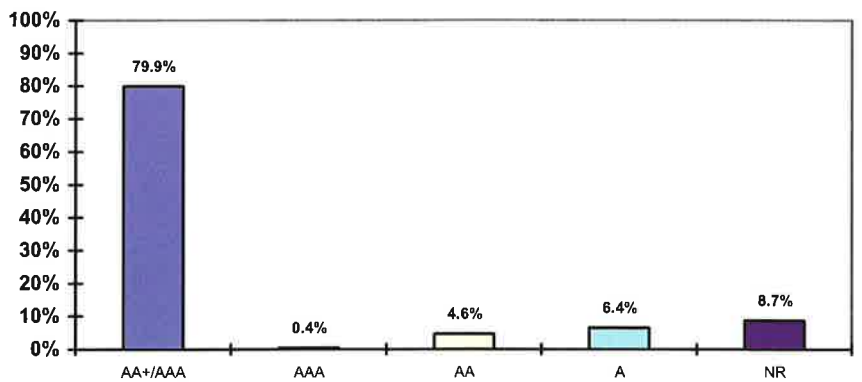
**Portfolio Maturity**



**Breakdown of Portfolio by Quality  
(Valued at Cost)**

	\$(000)	%
S&P AA+ (gov) / Moodys AAA	1,810,152	79.9
S&P AAA	9,705	0.4
S&P AA	103,173	4.6
S&P A	145,795	6.4
Not Rated & Cash	196,497	8.7
	<b>2,265,322</b>	<b>100.0</b>

**Portfolio Quality**



# County of Fresno Treasury Investment Pool

as of March 31, 2013

## Holdings Report by Investment Type

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	S&P Rating	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>8.1 US Treasury (b)</b>														
912828PM6	US TREASURY N/B	12/31/15	2.13%	650	AA+	104.9	682	0.0%	685	0.0%	-3	-0.4%	0.67%	Smith
912828UG3	US TREASURY N/B	01/15/16	0.38%	785	AA+	100.1	786	0.0%	784	0.0%	2	0.3%	0.44%	Wells
912828PS3	US TREASURY N/B	01/31/16	2.00%	650	AA+	104.7	680	0.0%	680	0.0%	0	0.0%	0.45%	Smith
912828KS8	US TREASURY N/B	02/29/16	2.63%	650	AA+	106.6	693	0.0%	693	0.0%	0	-0.1%	0.46%	Smith
912828GR4	US TREASURY N/B	06/30/16	1.50%	675	AA+	105.5	699	0.0%	694	0.0%	4	0.6%	0.82%	Smith
912828SJ0	US TREASURY N/B	02/28/17	0.88%	1,925	AA+	101.3	1,950	0.1%	1,914	0.1%	36	1.9%	0.99%	Wells
912828SJ0	US TREASURY N/B	02/28/17	0.88%	2,600	AA+	101.3	2,633	0.1%	2,574	0.1%	59	2.3%	1.08%	Wells
912828SY7	US TREASURY N/B	05/31/17	0.63%	3,105	AA+	100.1	3,109	0.1%	3,100	0.1%	8	0.3%	0.66%	Wells
912828TW0	US TREASURY N/B	10/31/17	0.75%	1,000	AA+	100.3	1,003	0.0%	1,001	0.0%	2	0.2%	0.73%	Wells
912828UA6	US TREASURY N/B	11/30/17	0.63%	550	AA+	99.7	548	0.0%	547	0.0%	1	0.3%	0.75%	Wells
912828UJ7	US TREASURY N/B	01/31/18	0.88%	1,100	AA+	100.6	1,107	0.0%	1,099	0.0%	8	0.7%	0.88%	Wells
		02/09/17	1.01%	13,690	AA+	101.5	13,889	0.6%	13,771	0.6%	118	0.9%	0.79%	Wells
<b>8.2 Agency (f)</b>														
3136F9J80	FEDERAL NATL MTG ASSN	05/07/13	4.00%	4,700	AA+	100.4	4,719	0.2%	5,002	0.2%	-283	-5.7%	2.22%	Fresno
3133XTXX9	FEDERAL HOME LOAN BANKS	06/28/13	3.05%	10,000	AA+	100.7	10,068	0.4%	10,247	0.5%	-179	-1.7%	2.39%	Fresno
3133XTXX9	FEDERAL HOME LOAN BANKS	06/28/13	3.05%	10,000	AA+	100.7	10,068	0.4%	10,236	0.5%	-188	-1.6%	2.42%	Fresno
3133XTXX9	FEDERAL HOME LOAN BANKS	06/28/13	3.05%	17,775	AA+	100.7	17,896	0.8%	18,280	0.8%	-384	-2.1%	2.29%	Fresno
31331GE47	FEDERAL FARM CREDIT BKS GLOBAL	07/29/13	2.25%	10,000	AA+	100.7	10,071	0.4%	9,994	0.4%	76	0.8%	2.27%	Fresno
3133XS3V8	FEDERAL HOME LOAN BANKS	09/27/13	4.11%	10,000	AA+	102.0	10,198	0.4%	10,636	0.5%	-440	-4.1%	2.51%	Fresno
3137EACL1	FEDERAL HOME LN MTG CORP	10/28/13	0.88%	700	AA+	100.4	703	0.0%	696	0.0%	7	1.0%	1.09%	Wells
3137EACR8	FEDERAL HOME LN MTG CORP	02/25/14	1.38%	1,100	AA+	101.1	1,112	0.0%	1,089	0.0%	13	1.2%	1.40%	Wells
3137EACD9	FEDERAL HOME LN MTG CORP	04/23/14	2.50%	675	AA+	102.5	692	0.0%	700	0.0%	-8	-1.1%	1.49%	Smith
3139BAJK6	FEDERAL NATL MTG ASSN	05/15/14	2.50%	700	AA+	102.2	718	0.0%	733	0.0%	-15	-2.0%	1.21%	Smith
3139BAJK6	FEDERAL NATL MTG ASSN	05/15/14	2.50%	20,000	AA+	102.6	20,516	0.9%	20,853	0.9%	-437	-2.1%	1.10%	Fresno
3139BAJK6	FEDERAL NATL MTG ASSN	05/16/14	1.00%	30,000	AA+	101.0	30,295	1.3%	29,790	1.3%	505	1.7%	1.21%	Fresno
31331J3X9	FEDERAL FARM CREDIT BKS CONS	06/02/14	0.98%	10,000	AA+	100.9	10,090	0.4%	9,925	0.4%	165	1.7%	1.20%	Fresno
31331J3X9	FEDERAL FARM CREDIT BKS CONS	06/02/14	0.98%	14,210	AA+	100.9	14,338	0.6%	13,999	0.6%	339	2.4%	1.42%	Fresno
31331XC26	FEDERAL FARM CREDIT BKS CONS	06/05/14	5.25%	11,535	AA+	106.0	12,221	0.5%	12,996	0.6%	-775	-6.0%	1.49%	Fresno
3133XW7E0	FEDERAL HOME LOAN BANKS	06/13/14	2.50%	4,870	AA+	102.7	5,003	0.2%	5,034	0.2%	-30	-0.6%	1.48%	Fresno
3133XW7E0	FEDERAL HOME LOAN BANKS	06/13/14	2.50%	6,040	AA+	102.7	6,205	0.3%	6,390	0.3%	-184	-2.9%	0.86%	Fresno
3133XW7E0	FEDERAL HOME LOAN BANKS	06/13/14	2.50%	10,000	AA+	102.7	10,274	0.5%	10,599	0.5%	-325	-3.1%	0.81%	Fresno
3133XW7E0	FEDERAL HOME LOAN BANKS	06/13/14	2.50%	15,000	AA+	102.7	15,411	0.7%	15,685	0.7%	-274	-1.7%	0.96%	Fresno
3133XLDG5	FEDERAL HOME LOAN BANKS	06/13/14	5.38%	19,370	AA+	106.2	20,567	0.9%	21,658	1.0%	-1,092	-5.0%	0.67%	Fresno
3133X7FKS	FEDERAL HOME LOAN BANKS	06/18/14	5.25%	670	AA+	106.2	711	0.0%	750	0.0%	-39	-5.2%	0.67%	Smith
3135G0BJ1	FEDERAL NATL MTG ASSN	06/27/14	1.13%	10,000	AA+	101.1	10,114	0.4%	10,048	0.4%	66	0.7%	0.96%	Fresno
3135G0BJ1	FEDERAL NATL MTG ASSN	06/27/14	1.13%	20,000	AA+	101.1	20,228	0.9%	20,241	0.9%	-13	-0.1%	0.65%	Fresno
3135G0BJ1	FEDERAL NATL MTG ASSN	06/27/14	1.13%	30,000	AA+	101.1	30,342	1.3%	30,400	1.3%	-58	-0.2%	0.59%	Fresno
3136F3Q22	FEDERAL NATL MTG ASSN	06/30/14	4.13%	10,000	AA+	104.8	10,480	0.5%	11,041	0.5%	-561	-5.1%	1.15%	Fresno
3134A4UJ6	FEDERAL HOME LN MTG CORP	07/15/14	5.00%	10,000	AA+	106.2	10,817	0.5%	11,182	0.5%	-565	-5.1%	1.50%	Fresno
3137EACD9	FEDERAL HOME LN MTG CORP	07/28/14	3.00%	650	AA+	103.6	673	0.0%	698	0.0%	-25	-3.5%	0.99%	Smith
3137EACD9	FEDERAL HOME LN MTG CORP	07/28/14	3.00%	10,000	AA+	103.6	10,361	0.5%	10,786	0.5%	-425	-3.9%	0.86%	Fresno
3137EACD9	FEDERAL HOME LN MTG CORP	07/28/14	3.00%	10,000	AA+	103.6	10,361	0.5%	10,507	0.5%	-146	-1.4%	1.55%	Fresno
3133XLJP9	FEDERAL HOME LOAN BANKS	08/13/14	5.50%	10,000	AA+	107.3	10,731	0.5%	11,405	0.5%	-673	-5.9%	1.54%	Fresno
3135G0BY8	FEDERAL NATL MTG ASSN	08/28/14	0.88%	740	AA+	100.9	747	0.0%	747	0.0%	-1	-0.1%	0.53%	Smith
3135G0BY8	FEDERAL NATL MTG ASSN	08/28/14	0.88%	2,000	AA+	100.9	2,016	0.1%	2,012	0.1%	5	0.3%	0.66%	Wells
31398AY22	FEDERAL NATL MTG ASSN	09/16/14	3.00%	700	AA+	104.1	729	0.0%	737	0.0%	-8	-1.1%	1.54%	Smith
31359MWJ8	FEDERAL NATL MTG ASSN	10/15/14	4.63%	675	AA+	106.7	720	0.0%	746	0.0%	-25	-3.4%	1.76%	Smith
31398AZV7	FEDERAL NATL MTG ASSN	11/20/14	2.63%	700	AA+	103.9	727	0.0%	740	0.0%	-7	-0.9%	1.36%	Smith
3137EACY3	FEDERAL HOME LN MTG CORP	11/25/14	0.75%	1,500	AA+	100.8	1,512	0.1%	1,503	0.1%	10	0.6%	0.69%	Wells
3135G0FY4	FEDERAL NATL MTG ASSN	12/19/14	0.75%	750	AA+	100.8	756	0.0%	750	0.0%	6	0.8%	0.76%	Smith
3137EADA9	FEDERAL HOME LN MTG CORP	12/29/14	0.63%	810	AA+	100.6	815	0.0%	815	0.0%	0	0.0%	0.43%	Wells
3134A4UX0	FEDERAL HOME LN MTG CORP	01/15/15	4.50%	600	AA+	107.5	645	0.0%	660	0.0%	-15	-2.2%	1.83%	Smith
3137EACH0	FEDERAL HOME LN MTG CORP	02/09/15	2.88%	660	AA+	104.8	691	0.0%	699	0.0%	-8	-1.1%	1.15%	Smith
3137EACH0	FEDERAL HOME LN MTG CORP	02/09/15	2.88%	20,000	AA+	104.8	20,954	0.9%	21,179	0.9%	-225	-1.1%	1.42%	Fresno
3135G0HG1	FEDERAL NATL MTG ASSN	03/16/15	0.38%	700	AA+	100.1	701	0.0%	696	0.0%	5	0.8%	0.58%	Smith
3135G0HG1	FEDERAL NATL MTG ASSN	03/16/15	0.38%	2,150	AA+	100.1	2,153	0.1%	2,140	0.1%	13	0.6%	0.54%	Wells
31359MA45	FEDERAL NATL MTG ASSN	04/15/15	5.00%	650	AA+	109.5	712	0.0%	745	0.0%	-33	-4.5%	0.81%	Smith
3137EADD8	FEDERAL HOME LN MTG CORP	04/17/15	0.50%	3,000	AA+	100.4	3,012	0.1%	2,987	0.1%	24	0.8%	0.64%	Wells
3136FPXK4	FEDERAL NATL MTG ASSN	05/12/15	1.38%	6,550	AA+	102.2	6,693	0.3%	6,483	0.3%	210	3.2%	1.61%	Fresno
3135G0KM4	FEDERAL NATL MTG ASSN	05/27/15	0.50%	280	AA+	100.3	281	0.0%	280	0.0%	1	0.5%	0.54%	Smith
3135G0KM4	FEDERAL NATL MTG ASSN	05/27/15	0.50%	375	AA+	100.3	376	0.0%	374	0.0%	2	0.6%	0.58%	Smith
3133XRM56	FEDERAL HOME LOAN BANKS	06/12/15	4.88%	10,000	AA+	109.9	10,990	0.5%	11,643	0.5%	-653	-5.6%	1.20%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	14,165	AA+	105.5	14,947	0.7%	14,836	0.7%	111	0.7%	1.67%	Fresno
3133XRM56	FEDERAL HOME LOAN BANKS	06/12/15	4.88%	15,000	AA+	109.9	16,485	0.7%	17,454	0.8%	-969	-5.6%	1.20%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	15,000	AA+	105.5	15,828	0.7%	15,735	0.7%	93	0.6%	1.74%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	15,000	AA+	105.5	15,828	0.7%	15,530	0.7%	298	1.9%	2.03%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	18,335	AA+	105.5	19,347	0.9%	19,995	0.9%	-48	-0.2%	1.56%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	20,000	AA+	105.5	21,104	0.9%	20,701	0.9%	403	1.9%	2.13%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	20,000	AA+	105.5	21,104	0.9%	20,719	0.9%	385	1.9%	2.10%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	20,000	AA+	105.5	21,104	0.9%	20,634	0.9%	470	2.3%	2.12%	Fresno
3133XWNB1	FEDERAL HOME LOAN BANKS	06/12/15	2.88%	30,000	AA+	105.5	31,656	1.4%	32,192	1.4%	-536	-1.7%	1.24%	Fresno
3134A4VC5	FEDERAL HOME LN MTG CORP	07/17/15	4.38%	10,000	AA+	109.2	10,919	0.5%	11,059	0.5%	-150	-1.4%	1.71%	Fresno
31398AU34	FEDERAL NATL MTG ASSN	07/28/15	2.38%	700	AA+	104.6	732	0.0%	739	0.0%	-6	-0.8%	0.93%	Smith
31398AU34	FEDERAL NATL MTG ASSN	07/28/15	2.38%	3,800	AA+	104.6	3,976	0.2%	4,016	0.2%	-39	-1.0%	0.60%	Wells
31398AU34	FEDERAL NATL MTG ASSN	07/28/15	2.38%	20,000	AA+	104.6	20,928	0.9%	20,547	0.9%	381	1.9%	1.70%	Fresno
31398AZ54	FEDERAL NATL MTG ASSN	0												

# County of Fresno Treasury Investment Pool

as of March 31, 2013

## Holdings Report by Investment Type

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	S&P Retina	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>8.2 Agency (f) continued</b>														
3137EACT4	FEDERAL HOME LN MTG CORP	05/27/16	2.50%	25,000	AA+	106.3	26,570	1.2%	25,755	1.1%	815	3.2%	1.86%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	2,345	AA+	105.2	2,467	0.1%	2,443	0.1%	24	1.0%	1.21%	Fresno
31331KNM8	FEDERAL FARM CREDIT BANK	06/10/16	1.88%	4,115	AA+	104.5	4,299	0.2%	4,119	0.2%	180	4.4%	1.86%	Fresno
3133XFPR1	FEDERAL HOME LOAN BANKS	06/10/16	5.38%	4,310	AA+	115.8	4,991	0.2%	5,124	0.2%	-132	-2.6%	1.23%	Fresno
31331KNM8	FEDERAL FARM CREDIT BANK	06/10/16	1.88%	10,000	AA+	104.5	10,446	0.5%	10,051	0.4%	396	3.9%	1.77%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	14,370	AA+	105.2	15,117	0.7%	14,878	0.7%	139	0.9%	1.21%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	24,600	AA+	105.2	25,879	1.1%	24,965	1.1%	914	3.7%	1.81%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	25,000	AA+	105.2	26,300	1.2%	25,345	1.1%	955	3.8%	1.83%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	30,000	AA+	105.2	31,560	1.4%	30,308	1.3%	1,252	4.1%	1.91%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	30,000	AA+	105.2	31,560	1.4%	30,206	1.3%	1,354	4.5%	1.98%	Fresno
313373SZ6	FEDERAL HOME LOAN BANKS	06/10/16	2.13%	50,000	AA+	105.2	52,600	2.3%	50,375	2.2%	2,225	4.4%	1.96%	Fresno
3134G3DN7	FEDERAL HOME LN MTG CORP	06/14/16	1.28%	50,000	AA+	100.2	50,108	2.2%	50,000	2.2%	108	0.2%	1.28%	Fresno
31359MS61	FEDERAL NATL MTG ASSN	07/15/16	5.38%	575	AA+	115.9	660	0.0%	680	0.0%	-14	-2.0%	1.00%	Smith
31359MS61	FEDERAL NATL MTG ASSN	07/15/16	5.38%	25,000	AA+	115.9	29,972	1.3%	29,640	1.3%	-668	-2.3%	0.99%	Fresno
3137EAG4	FEDERAL HOME LN MTG CORP	07/18/16	5.50%	20,000	AA+	116.3	23,266	1.0%	23,776	1.0%	-510	-2.1%	1.39%	Fresno
3137EACW7	FEDERAL HOME LN MTG CORP	08/25/16	2.00%	675	AA+	105.0	708	0.0%	703	0.0%	5	0.8%	1.03%	Smith
3137EACW7	FEDERAL HOME LN MTG CORP	08/25/16	2.00%	20,000	AA+	105.0	20,990	0.9%	20,730	0.9%	260	1.3%	1.25%	Fresno
3137EACW7	FEDERAL HOME LN MTG CORP	08/25/16	2.00%	20,000	AA+	105.0	20,990	0.9%	20,734	0.9%	256	1.2%	1.24%	Fresno
3137EACW7	FEDERAL HOME LN MTG CORP	08/25/16	2.00%	20,000	AA+	105.0	20,990	0.9%	20,530	0.9%	460	2.2%	1.43%	Fresno
3136FPDR5	FEDERAL NATL MTG ASSN	09/15/16	2.17%	11,500	AA+	104.9	12,064	0.5%	11,958	0.5%	106	0.9%	1.31%	Fresno
3135GDCM3	FEDERAL NATL MTG ASSN	09/28/16	1.25%	700	AA+	102.4	717	0.0%	706	0.0%	11	1.5%	1.05%	Smith
3135GDCM3	FEDERAL NATL MTG ASSN	09/28/16	1.25%	10,000	AA+	102.4	10,242	0.5%	9,974	0.4%	268	2.7%	1.30%	Fresno
3135GDCM3	FEDERAL NATL MTG ASSN	09/28/16	1.25%	10,000	AA+	102.4	10,242	0.5%	9,965	0.4%	277	2.8%	1.32%	Fresno
3135GDCM3	FEDERAL NATL MTG ASSN	09/28/16	1.25%	30,000	AA+	102.4	30,726	1.4%	29,715	1.3%	1,011	3.4%	1.45%	Fresno
3135GDCM3	FEDERAL NATL MTG ASSN	09/28/16	1.25%	30,000	AA+	102.4	30,726	1.4%	29,715	1.3%	1,011	3.4%	1.45%	Fresno
3135GDCM3	FEDERAL NATL MTG ASSN	09/28/16	1.25%	30,000	AA+	102.4	30,726	1.4%	29,715	1.3%	1,011	3.4%	1.45%	Fresno
3137EAAJ8	FEDERAL HOME LN MTG CORP	10/18/16	5.13%	575	AA+	116.2	666	0.0%	678	0.0%	-10	-1.5%	1.07%	Smith
3135GDCS8	FEDERAL NATL MTG ASSN	11/15/16	1.38%	700	AA+	103.0	721	0.0%	709	0.0%	12	1.7%	1.08%	Smith
31359M2D4	FEDERAL NATL MTG ASSN	12/15/16	4.88%	575	AA+	115.7	865	0.0%	875	0.0%	-9	-1.4%	1.08%	Smith
3135GDCY3	FEDERAL NATL MTG ASSN	01/30/17	1.25%	700	AA+	102.2	715	0.0%	703	0.0%	12	1.7%	1.15%	Smith
3135GDCY3	FEDERAL NATL MTG ASSN	01/30/17	1.25%	3,750	AA+	102.2	3,832	0.2%	3,767	0.2%	65	1.7%	1.15%	Wells
3135GDCY3	FEDERAL NATL MTG ASSN	01/30/17	1.25%	20,000	AA+	102.2	20,438	0.9%	19,994	0.9%	442	2.2%	1.26%	Fresno
3135GDCY3	FEDERAL NATL MTG ASSN	01/30/17	1.25%	50,000	AA+	102.2	51,090	2.2%	50,057	2.2%	1,033	2.1%	1.23%	Fresno
3137EAM11	FEDERAL HOME LN MTG CORP	02/16/17	5.00%	575	AA+	116.6	670	0.0%	679	0.0%	-9	-1.4%	1.16%	Smith
3136FTV55	FEDERAL NATL MTG ASSN	02/28/17	1.15%	5,178	AA+	100.6	5,209	0.2%	5,168	0.2%	41	0.8%	1.19%	Fresno
3136FTV55	FEDERAL NATL MTG ASSN	02/28/17	1.15%	25,000	AA+	100.6	25,150	1.1%	24,870	1.1%	280	1.1%	1.26%	Fresno
3137EAD0C	FEDERAL HOME LN MTG CORP	03/08/17	1.00%	700	AA+	101.2	709	0.0%	694	0.0%	15	2.1%	1.18%	Smith
3137EAD0C	FEDERAL HOME LN MTG CORP	03/08/17	1.00%	30,000	AA+	101.2	30,366	1.3%	29,577	1.3%	789	2.7%	1.29%	Fresno
3135G0JA2	FEDERAL NATL MTG ASSN	04/27/17	1.13%	675	AA+	101.8	687	0.0%	679	0.0%	9	1.3%	1.01%	Smith
3137EAD0F3	FEDERAL HOME LN MTG CORP	05/12/17	1.25%	675	AA+	102.2	690	0.0%	682	0.0%	8	1.1%	1.04%	Smith
3137EAD0F3	FEDERAL HOME LN MTG CORP	05/12/17	1.25%	25,000	AA+	102.2	25,548	1.1%	25,440	1.1%	108	0.4%	0.87%	Fresno
31379FW4	FEDERAL HOME LOAN BANKS	06/09/17	1.00%	30,000	AA+	101.0	30,279	1.3%	30,140	1.3%	157	0.5%	0.90%	Fresno
3139BADM1	FEDERAL NATL MTG ASSN	06/12/17	5.38%	555	AA+	119.2	867	0.0%	874	0.0%	-12	-1.8%	0.98%	Smith
3134G3WN6	FEDERAL HOME LN MTG CORP	06/20/17	1.19%	50,000	AA+	100.5	50,231	2.2%	50,000	2.2%	231	0.5%	1.19%	Fresno
3137EADH9	FEDERAL HOME LN MTG CORP	06/29/17	1.00%	20,000	AA+	101.2	20,234	0.9%	20,026	0.9%	208	1.0%	0.97%	Fresno
3137EADH9	FEDERAL HOME LN MTG CORP	06/29/17	1.00%	30,000	AA+	101.2	30,351	1.3%	30,239	1.3%	113	0.4%	0.83%	Fresno
3137EADH9	FEDERAL HOME LN MTG CORP	06/29/17	1.00%	50,000	AA+	101.2	50,585	2.2%	50,731	2.2%	-146	-0.3%	0.67%	Fresno
3137EADH9	FEDERAL HOME LN MTG CORP	06/29/17	1.00%	50,000	AA+	101.2	50,585	2.2%	50,568	2.2%	18	0.0%	0.74%	Fresno
3137EADH9	FEDERAL HOME LN MTG CORP	06/29/17	1.00%	50,000	AA+	101.2	50,585	2.2%	50,524	2.2%	61	0.1%	0.76%	Fresno
3137EADJ5	FEDERAL HOME LN MTG CORP	07/28/17	1.00%	675	AA+	100.9	681	0.0%	680	0.0%	1	0.1%	0.83%	Smith
3137EADJ5	FEDERAL HOME LN MTG CORP	07/28/17	1.00%	25,000	AA+	100.9	25,233	1.1%	25,099	1.1%	133	0.5%	0.92%	Fresno
3137EADJ5	FEDERAL HOME LN MTG CORP	07/28/17	1.00%	30,000	AA+	100.9	30,279	1.3%	30,287	1.3%	-8	0.0%	0.79%	Fresno
3134G3B90	FEDERAL HOME LN MTG CORP	09/15/17	0.88%	50,000	AA+	100.0	50,066	2.2%	49,888	2.2%	178	0.2%	0.92%	Fresno
3135G0M23	FEDERAL NATL MTG ASSN	09/28/17	0.88%	175	AA+	100.3	175	0.0%	175	0.0%	0	0.0%	0.83%	Smith
3135G0M23	FEDERAL NATL MTG ASSN	09/28/17	0.88%	500	AA+	100.3	501	0.0%	501	0.0%	0	0.1%	0.83%	Smith
3135G0M23	FEDERAL NATL MTG ASSN	09/28/17	0.88%	950	AA+	100.3	952	0.0%	953	0.0%	0	0.0%	0.81%	Wells
3135G0M23	FEDERAL NATL MTG ASSN	09/28/17	0.88%	30,000	AA+	100.3	30,078	1.3%	30,027	1.3%	52	0.2%	0.86%	Fresno
3137EADL0	FEDERAL HOME LN MTG CORP	09/29/17	1.00%	175	AA+	100.7	176	0.0%	176	0.0%	0	-0.1%	0.84%	Smith
3137EADL0	FEDERAL HOME LN MTG CORP	09/29/17	1.00%	500	AA+	100.7	504	0.0%	503	0.0%	1	0.2%	0.90%	Smith
3137EADL0	FEDERAL HOME LN MTG CORP	09/29/17	1.00%	1,000	AA+	100.7	1,007	0.0%	1,011	0.0%	-4	-0.4%	0.76%	Wells
3135G0PQ0	FEDERAL NATL MTG ASSN	10/26/17	0.88%	700	AA+	100.1	701	0.0%	701	0.0%	0	0.0%	0.85%	Smith
3137EAB46	FEDERAL HOME LN MTG CORP	11/17/17	5.13%	550	AA+	119.5	657	0.0%	667	0.0%	-10	-1.5%	0.76%	Smith
3135G0RT2	FEDERAL NATL MTG ASSN	12/20/17	0.88%	675	AA+	99.9	674	0.0%	675	0.0%	0	0.0%	0.88%	Smith
3137EADN6	FEDERAL HOME LN MTG CORP	01/12/18	0.75%	675	AA+	99.4	671	0.0%	670	0.0%	0	0.1%	0.89%	Smith
3135G0TG8	FEDERAL NATL MTG ASSN	02/08/18	0.88%	500	AA+	99.7	499	0.0%	500	0.0%	-1	-0.2%	0.89%	Wells
3135G0TG8	FEDERAL NATL MTG ASSN	02/08/18	0.88%	675	AA+	99.7	673	0.0%	672	0.0%	1	0.2%	0.97%	Smith
3137EADP1	FEDERAL HOME LN MTG CORP	03/07/18	0.88%	675	AA+	99.8	674	0.0%	672	0.0%	2	0.3%	0.97%	Smith
3137EADP1	FEDERAL HOME LN MTG CORP	03/07/18	0.88%	1,000	AA+	99.8	998	0.0%	999	0.0%	-1	-0.1%	0.90%	Wells
3137EADP1	FEDERAL HOME LN MTG CORP	03/20/16	2.08%	1,747,133	AA+	103.4	1,807,001	79.5%	1,796,381	79.3%	10,620	0.6%	1.31%	

## 8.8 Corporate Notes (k)

14912L42	CATERPILLAR FINANCIAL	04/05/13	2.00%	700	A	100.0	700	0.0%	716	0.0%	-16	-2.3%	0.58%	Smith
98385XAC0	XTO ENERGY INC	04/15/13	6.25%	700	AAA	100.2	701	0.0%	792	0.0%	-91	-11.5%	1.12%	Smith
46625HHB9	JPMORGAN CHASE & CO	05/01/13	4.75%	900	A	100.3	903	0.0%	957	0.0%	-54	-5.7%	1.17%	Wells
36962G3T9	GENERAL ELEC CAP CORP BE	05/01/13	4.80%	5,000	AA+	100.4	5,019	0.2%	5,243	0.2%	-225	-4.3%	0.92%	Fresno
36962G3T9	GENERAL ELEC CAP CORP BE	05/01/13	4.80%	8,439	AA+	100.4								

# County of Fresno Treasury Investment Pool

as of March 31, 2013

## Holdings Report by Investment Type

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	S&P Rating	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>8.8 Corporate Notes (k) continued</b>														
09247XAD3	BLACKROCK INC	12/10/14	3.50%	150	A+	105.0	158	0.0%	158	0.0%	-1	-0.3%	0.48%	Wells
09247XAD3	BLACKROCK INC	12/10/14	3.50%	665	A+	105.0	698	0.0%	701	0.0%	-3	-0.4%	0.49%	Wells
36962G5M2	GENERAL ELEC CAP CORP BE FR	01/09/15	2.15%	10,000	AA+	102.6	10,255	0.5%	10,275	0.5%	-20	-0.2%	1.15%	Fresno
94974BFA3	WELLS FARGO & COMPANY	02/13/15	1.25%	10,000	A+	101.2	10,115	0.4%	10,116	0.4%	-1	0.0%	0.76%	Fresno
717081DA8	PFIZER INC SR	03/15/15	5.35%	650	AA	109.2	710	0.0%	710	0.0%	0	-0.1%	0.60%	Smith
46625HR4	JPMORGAN CHASE & CO	06/24/15	3.40%	10,000	A	105.3	10,528	0.5%	10,560	0.5%	-33	-0.3%	1.03%	Fresno
36962G5F7	GENERAL ELEC CAP CORP BE	06/30/15	2.38%	20,000	AA+	103.5	20,691	0.9%	20,708	0.9%	-17	-0.1%	0.89%	Fresno
94974BFE5	WELLS FARGO & COMPANY	07/01/15	1.50%	5,000	A+	101.7	5,083	0.2%	5,095	0.2%	-12	-0.2%	0.81%	Fresno
71344ACA4	PEPSICO INC	08/13/15	0.70%	800	A-	100.1	801	0.0%	802	0.0%	-1	-0.1%	0.61%	Wells
36962G4F8	GENERAL ELEC CAP CORP	09/21/15	4.38%	2,240	AA+	108.4	2,427	0.1%	2,461	0.1%	-34	-1.4%	1.03%	Fresno
594918AG9	MICROSOFT CORP	09/25/15	1.63%	800	AAA	102.8	822	0.0%	825	0.0%	-3	-0.4%	0.68%	Wells
369604BE2	GENERAL ELECTRIC CO	10/09/15	0.85%	750	AA+	100.3	753	0.0%	754	0.0%	-2	-0.2%	0.64%	Smith
191218AP5	COCA-COLA CO/THE	11/15/15	1.50%	475	AA-	102.4	487	0.0%	487	0.0%	0	-0.1%	0.57%	Wells
742718BZ1	PROCTER & GAMBLE CO/THE	12/15/15	4.85%	750	AA-	111.2	834	0.0%	842	0.0%	-8	-0.9%	0.62%	Wells
084664BN0	BERKSHIRE HATHAWAY FIN	12/15/15	2.45%	800	AA+	104.9	839	0.0%	842	0.0%	-3	-0.4%	0.57%	Wells
06406HBS7	BANK OF NEW YORK MELLON	01/15/16	2.50%	80	A+	104.7	84	0.0%	84	0.0%	0	-0.1%	0.84%	Wells
06406HBS7	BANK OF NEW YORK MELLON	01/15/16	2.50%	90	A+	104.7	94	0.0%	95	0.0%	0	-0.5%	0.72%	Wells
06406HBS7	BANK OF NEW YORK MELLON	01/15/16	2.50%	600	A+	104.7	628	0.0%	630	0.0%	-2	-0.4%	0.71%	Wells
58933YAB1	MERCK & CO INC	01/15/16	2.25%	800	AA	104.4	835	0.0%	837	0.0%	-2	-0.2%	0.60%	Wells
949746QU8	WELLS FARGO CO STEP CPN	06/15/16	3.68%	10,000	A+	108.1	10,813	0.5%	10,837	0.5%	-24	-0.2%	1.05%	Fresno
084670BD9	BERKSHIRE HATHAWAY DEL SR	01/31/17	1.90%	21,000	AA+	103.2	21,663	1.0%	21,638	1.0%	25	0.1%	1.10%	Fresno
24422ERN1	DEERE JOHN CAP CORP BE	03/15/17	1.40%	1,001	A	101.3	1,014	0.0%	1,014	0.0%	0	0.0%	1.08%	Fresno
064058AA8	BANK OF NEW YORK MELLON SR	06/20/17	1.97%	5,000	A+	103.1	5,156	0.2%	5,146	0.2%	11	0.2%	1.27%	Fresno
36962G6K5	GENERAL ELEC CAP CORP	11/20/17	1.60%	5,000	AA+	100.4	5,019	0.2%	5,008	0.2%	11	0.2%	1.57%	Fresno
92976WBH8	WACHOVIA CORP GLOBAL MTN	02/01/18	5.75%	7,000	A+	119.0	8,322	0.4%	8,329	0.4%	3	0.0%	1.68%	Fresno
92976WBH8	WACHOVIA CORP GLOBAL MTN	02/01/18	5.75%	10,000	A+	119.0	11,803	0.5%	11,898	0.5%	5	0.0%	1.68%	Fresno
		04/05/15	3.24%	240,182	A+	104.2	250,176	11.0%	252,422	11.1%	-2,246	-0.9%	1.16%	
<b>8.9 LAIF</b>														
	LAIF	04/01/13	0.29%	41,000	NR	100.0	41,000	1.8%	41,000	1.8%	0	0.0%	0.28%	Fresno
<b>8.10 Mutual and Money Market Funds (l)</b>														
949917397	WFA HERITAGE MONEY MARK-I	04/01/13	0.05%	24	AAA	100.0	24	0.0%	24	0.0%	0	0.0%	0.43%	Wells
09248U718	BLACKROCK INSTL T-FUND	04/01/13	0.01%	51	AAA	100.0	51	0.0%	51	0.0%	0	0.0%	0.01%	Smith
		04/01/13	0.02%	75	AAA	100.0	75	0.0%	75	0.0%	0	0.0%	0.14%	
<b>8.11 ABS / MBS (o)</b>														
587682AC9	MERC-BENZ AUTO REC TR 10 A-3	08/15/14	1.42%	70	AAA	100.2	70	0.0%	71	0.0%	0	-0.5%	1.19%	Smith
43813TAC7	HONDA AUTO REC TR 2011-1 A-3	10/15/14	1.13%	50	AAA*	100.2	50	0.0%	50	0.0%	0	-0.2%	0.97%	Smith
89235XAC1	TOYOTA AUTO RECEIVABL 11 A-3	10/15/14	0.98%	81	AAA	100.2	81	0.0%	81	0.0%	0	0.0%	0.88%	Smith
43813TAC7	HONDA AUTO REC TR 2011-1 A-3	10/15/14	1.13%	95	AAA*	100.2	95	0.0%	96	0.0%	0	-0.2%	1.00%	Smith
43813TAC7	HONDA AUTO REC TR 2011-1 A-3	10/15/14	1.13%	100	AAA*	100.2	100	0.0%	100	0.0%	0	-0.2%	0.94%	Smith
89235XAC1	TOYOTA AUTO RECEIVABL 11 A-3	10/15/14	0.98%	193	AAA	100.2	194	0.0%	194	0.0%	0	-0.1%	0.84%	Smith
02005TAC1	ALLY AUTO REC TR 2011-1 A-3	01/15/15	1.38%	143	AAA*	100.3	144	0.0%	144	0.0%	0	-0.2%	1.19%	Smith
02005TAC1	ALLY AUTO REC TR 2011-1 A-3	01/15/15	1.38%	196	AAA*	100.3	196	0.0%	198	0.0%	-1	-0.6%	1.12%	Smith
85476HAC4	NISSAN AUTO REC TR 2011-A A-3	02/16/15	1.18%	209	AAA*	100.4	209	0.0%	209	0.0%	1	0.4%	1.18%	Smith
58772BACD	MERC-BENZ AUTO REC TR 11 A-3	03/16/15	0.85%	100	AAA*	100.2	100	0.0%	100	0.0%	0	-0.1%	0.73%	Smith
58772BACD	MERC-BENZ AUTO REC TR 11 A-3	03/16/15	0.85%	141	AAA*	100.2	141	0.0%	141	0.0%	0	0.2%	0.85%	Smith
58772BACD	MERC-BENZ AUTO REC TR 11 A-3	03/16/15	0.85%	200	AAA*	100.2	200	0.0%	201	0.0%	0	-0.1%	0.70%	Smith
98158KAC3	WORLD OMNI AUTO TR 11A A3	05/15/15	1.11%	153	AAA	100.3	153	0.0%	154	0.0%	-1	-0.4%	0.91%	Smith
98158KAC3	WORLD OMNI AUTO TR 11A A3	05/15/15	1.11%	210	AAA	100.3	211	0.0%	211	0.0%	0	-0.1%	0.98%	Smith
34529RAC5	FORD CREDIT AUTO TR 2011-B A-3	06/15/15	0.84%	400	AAA	100.2	401	0.0%	400	0.0%	1	0.2%	0.84%	Smith
92867DAC4	VOLKSWAGEN AUTO ENH 11-1 A3	06/20/15	1.22%	35	AAA	100.4	35	0.0%	35	0.0%	0	0.0%	1.11%	Smith
92867DAC4	VOLKSWAGEN AUTO ENH 11-1 A3	06/20/15	1.22%	400	AAA	100.4	402	0.0%	403	0.0%	-1	-0.3%	0.96%	Smith
15200NAA3	CENTERPOINT ENGY RES 09 A-1	02/15/16	1.83%	164	AAA	101.6	166	0.0%	166	0.0%	0	0.1%	1.50%	Smith
250854AF3	DETROIT EDISON CO 2001-1 A-6	03/01/16	6.62%	675	AAA	107.3	725	0.0%	731	0.0%	-6	-0.9%	3.75%	Smith
12617AAE7	CPL TRANSITION FDG 2002-1 A-5	01/15/17	6.25%	627	AAA	110.4	692	0.0%	691	0.0%	1	0.1%	3.35%	Smith
90327BAD4	USAA AUTO OWNER TR 12-1 A-4	08/15/17	0.57%	800	AAA	99.7	598	0.0%	599	0.0%	-1	-0.1%	0.60%	Smith
36158JBT7	GE CAP CMT 2003-4 A	11/15/17	3.80%	550	AAA*	105.3	579	0.0%	579	0.0%	0	0.0%	2.52%	Smith
68361YAH6	PSE & G TRANS BONDS 01-1 A-B	12/15/17	6.89%	550	AAA	113.0	621	0.0%	623	0.0%	-1	-0.2%	3.82%	Smith
		04/19/16	3.13%	5,942	AAA	103.8	6,165	0.3%	6,176	0.3%	-11	-0.2%	1.97%	
<b>Cash</b>														
	CASH	04/01/13	0.00%	3	NR	100.0	3	0.0%	3	0.0%	0	0.0%	0.00%	Smith
	CASH	04/01/13	0.00%	5	NR	100.0	5	0.0%	5	0.0%	0	0.0%	0.00%	Wells
	VAULT	04/01/13	0.00%	1,276	NR	100.0	1,276	0.1%	1,276	0.1%	0	0.0%	0.00%	Fresno
	BANK OF THE WEST SERVICE BANK	04/01/13	0.41%	39,185	NR	100.0	39,185	1.7%	39,185	1.7%	0	0.0%	0.41%	Fresno
	BANK OF THE WEST MM	04/01/13	0.29%	115,027	NR	100.0	115,027	5.1%	115,027	5.1%	0	0.0%	0.29%	Fresno
		04/01/13	0.32%	155,497	NR	100.0	155,497	6.8%	155,497	6.9%	0	0.0%	0.32%	
<b>TOTAL PORTFOLIO</b>		<b>11/10/15</b>	<b>2.04%</b>	<b>2,203,518</b>		<b>103.2</b>	<b>2,273,802</b>	<b>100.0%</b>	<b>2,265,322</b>	<b>100.0%</b>	<b>8,481</b>	<b>0.4%</b>	<b>1.20%</b>	

\*Moody's



# County of Fresno Treasury Investment Pool

As of March 31, 2013

## California Government Code and County Investment Policy Authorized Investments

Investment Type	Fresno's Policy				Government Code				Fresno's Holding			
	Maximum Maturity	Authorized % Limit	Quality	Code 53601	Maximum Maturity	Authorized % Limit	Quality	Maturity	Holdings %	Quality		
US Treasury	8.1	5 years	No Limit	NA	B	5 years	No Limit	NA	3.9 years	0.6%	SP AA+ Moody's Aaa	
US Agency	8.2	5 years	No Limit	NA	F	5 years	No Limit	NA	3.0 years	79.3%	SP AA+ Moody's Aaa	
Bankers Acceptance	8.3	180 days	40%	Top 150 Banks CP: Prime	G	180 days	40%	NA	---	---	---	
Commercial Paper	8.4	270 days	40%	A-1+ or P-1 Debt: A	H and GC53635	270 days	40%	Prime	---	---	---	
Negotiable CD	8.5	13 months	30% combined 8.5 and 8.6.1	CP: A-1+ or P-1; or Bauer 4 star	I	5 years	30% combined 8.5 and 8.6.1	NA	---	---	---	
Non-Negotiable Secured CD	8.6	13 months	50%	CP: A-1+ or P-1; or Bauer 4 star	N	5 years	No Limit	NA	---	---	---	
Non-Negotiable Placement CD	8.6.1		15%; 30% combined 8.5 and 8.6.1	NA	GC 53635.8	5 years	30% combined 8.5 and 8.6.1	NA	---	---	---	
Repurchase Agreement	8.7	Overnight; Overweekend	15%	NA	J	1 year	No Limit	NA	---	---	---	
Corporate Note	8.8	5 years	30%	A	K	5 years	30%	A	2.0 years	11.1%	SP A+	
LAIF	8.9	5 years	\$50 mil	NA	16429.1(B)	5 years	No Limit	NA	1 day	1.8%/\$41m	NA	
Mutual and Money Market Funds	8.10	5 years	20%	AAA and Aaa	L		20%	Highest by 2 firms	1 day	0.0%	Aaa, AAAM, NR	
Mutual Fund Assets		Per Code		Per Code		5 years		Per Code	Prospectus Checked	---	Prospectus Checked	
ABS / MBS	8.11	5 years	10%	AA or Aa Corp: A	O	5 years	20%	AA	3.1 years	0.3%	AAA	
Money Held from Pledged Assets	8.12	Per Code or Provision	No Limit	NA	M	Per Code or Provision	No Limit	NA	---	---	---	
External Managers	8.13	Per Code		Per Code					Within Code	Included	Within Code	
State of California Debt	8.14	5 years	10%	NA	C, E	5 years	No Limit	NA	---	---	---	
Cash									1 day	6.9%	NA	

Notes: Fresno Investment Policy dated December 4, 2012. Other Code and Policy investment restrictions may apply.

## Projection of Future Cash Flows (\$ millions)

Month	Monthly Receipts (1)	Monthly Disbursements (1)	Difference	Required Investment Maturities	Balance	Actual Investment Maturities (3)	Available To Invest > 6 Months (4)
<b>Beginning Balance (2)</b>					195.2		
04/13	454.7	347.3	107.4	0.0	302.6	0.0	
05/13	259.6	427.5	-167.9	0.0	134.7	18.1	
06/13	318.9	485.1	-166.2	31.5	0.0	37.8	
07/13	516.9	463.3	53.6	0.0	53.6	10.0	
08/13	419.1	364.5	54.6	0.0	108.2	0.0	
09/13	411.3	398.7	12.6	0.0	120.8	23.3	
<b>Sum</b>	<b>2,380.5</b>	<b>2,486.4</b>	<b>-105.9</b>	<b>31.5</b>		<b>89.2</b>	<b>57.7</b>
				<b>35%</b>		<b>100%</b>	<b>65%</b>

- Notes:
1. Monthly Receipts and Disbursements amounts are estimates based upon historical cash flows and may change as actual cash flow information becomes available. Provided by Fresno.
  2. Beginning balance is taken from LAIF; Bank of the West MM, and Bank of the West Service Bank.
  3. Actual Investment Maturities exclude vault cash, Wells Capital, Smith Graham, and Blackrock T Fund.
  4. Available to Invest > 6 Months is calculated as Actual Investment Maturities less Required Investment Maturities.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:     Consideration to Adopt Resolution Establishing     ITEM NO. 13-40G  
                  2013-14 Appropriations Limit (Gann)

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EXHIBIT:     Resolution No. 2013-10

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Background:

At its meeting of May 7, 2013, the Board of Trustees adopted a resolution notifying the public the 2013-14 appropriations limit had been determined for the district and documentation used in the determination would be available to any person wishing to examine or inspect said documentation. The resolution further notified the public the Board would establish an appropriations limit for 2013-14 at the June 4, 2013, board meeting.

Recommendation:

It is recommended the Board of Trustees adopt Resolution No. 2013-10 in the matter of the establishment of an appropriations limit for the 2013-14 fiscal year, which sets the appropriations limit for the district at \$222,327,453.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 2013-10**

**NOTICE OF INTENT TO ESTABLISH AN APPROPRIATIONS LIMIT  
FOR THE 2013-14 FISCAL YEAR**

**WHEREAS**, on November 6, 1979, the People of the State of California adopted Proposition 4, the Gann Initiative, which added Article XIII B to the State Constitution; and

**WHEREAS**, said Article and Section 7900, et seq., of the government code requires this Board to establish, by resolution, at a regular or special meeting, its appropriations limit for the 2013-14 fiscal year; and

**WHEREAS**, a notice was posted at least fifteen (15) days prior to this meeting informing the public of the availability of the documentation used in the determination of said appropriations limit;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the State Center Community College District hereby established and adopts for the 2013-14 fiscal year an appropriations limit in the amount of \$222,327,453.

**IT IS FURTHER RESOLVED**, said appropriations limit has been calculated and determined in accordance with all applicable statutes and constitutional provisions;

**IT IS FURTHER RESOLVED**, all interested persons be provided the opportunity to examine, inspect, and comment upon any matter, document, or procedure pertaining hereto.

**PASSED AND ADOPTED** upon motion of Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, on this 4th day of June, 2013, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Board of Trustees President  
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:      Consideration to Adopt Resolution Authorizing      ITEM NO. 13-41G  
                 Agreement with the California Department  
                 of Education for Child and Adult Care Food  
                 Program Elective and Mandatory Training,  
                 Fresno City College

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EXHIBIT:      Resolution No. 2013-11

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Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs for child and adult nutrition personnel at the production, supervisory, and administrative levels. The California Department of Education, Nutrition Services Division, is providing funding for elective and mandatory training of the Child and Adult Care Food Program (CACFP) courses. This agreement is for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$569,999.74.

Recommendation:

It is recommended that the Board of Trustees:

- a)      adopt Resolution No. 2013-11 authorizing the agreement between the California Department of Education, Nutrition Services Division, and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for elective and mandatory training for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$569,999.74;
- b)      authorize renewal of the agreement with similar terms and conditions; and
- c)      authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 2013-11**

**AUTHORIZING AGREEMENT WITH THE CALIFORNIA  
DEPARTMENT OF EDUCATION FOR CHILD AND ADULT CARE  
FOOD PROGRAM ELECTIVE AND MANDATORY TRAINING**

**WHEREAS**, the California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs for child and adult nutrition personnel at the production, supervisory, and administrative levels;

**WHEREAS**, the California Department of Education, Nutrition Services Division, is providing funding for elective and mandatory training of the Child and Adult Care Food Program (CACFP) courses; and

**WHEREAS**, the agreement is for the period of July 1, 2013, through June 30, 2014, with funding in the amount of \$569,999.74;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of State Center Community College District hereby adopts Resolution No. 2013-11 authorizing the agreement between the California Department of Education Nutrition Services Division and the district on behalf of the Fresno City College Cal-Pro-NET Center for elective and mandatory training for the period of July 1, 2013, through June 30, 2014, with funding in the amount of \$569,999.74;

**IT IS FURTHER RESOLVED**, that the Board of Trustees authorizes renewal of the agreement with similar terms and conditions; and

**IT IS FURTHER RESOLVED**, that the Board of Trustees authorizes the chancellor or vice chancellor, finance and administration to sign the agreement on behalf of the district.

**PASSED AND ADOPTED** on this 4th day of June, 2013, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

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Board of Trustees Secretary  
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:      Consideration to Adopt Resolution Authorizing      ITEM NO. 13-42G  
                 Agreement with the California Department  
                 of Education for Child and Adult Care Food  
                 Program Healthy and Active Preschoolers  
                 Web Site, Fresno City College

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EXHIBIT:      Resolution No. 2013-12

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Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs that encourage child care professionals to lay the groundwork for young children to establish healthy eating habits. The California Department of Education Nutrition Services Division is providing funding for online training of the Child and Adult Care Food Program (CACFP) courses. This agreement is for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000.

Recommendation:

It is recommended the Board of Trustees:

- a)      adopt Resolution No. 2013-12 authorizing the agreement between the California Department of Education Nutrition Services Division and the District on behalf of the Fresno City College Cal-Pro-NET Center for Healthy and Active Preschooler Web Site for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000;
- b)      authorize renewal of the agreement with similar terms and conditions; and
- c)      authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 2013-12**

**AUTHORIZING AGREEMENT WITH THE CALIFORNIA  
DEPARTMENT OF EDUCATION FOR CHILD AND  
ADULT CARE FOOD PROGRAM HEALTHY AND  
ACTIVE PRESCHOOLERS WEB SITE**

**WHEREAS**, the California Professional Nutrition Education and Training Center at Fresno City College develops and provides specialized instructional programs for the child and adult nutrition personnel at the production, supervisory, and administrative levels;

**WHEREAS**, the California Department of Education, Nutrition Services Division, is providing funding for online training of the Child and Adult Care Food Program courses.;

**WHEREAS**, the agreement is for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the State Center Community College District hereby adopts Resolution No. 2013-12 authorizing the agreement between the California Department of Education, Nutrition Services Division, and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for the healthy and active preschoolers web site for the period of July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000;

**IT IS FURTHER RESOLVED**, that the Board of Trustees of the State Center Community College District authorizes renewal of the agreement with similar terms and conditions; and

**IT IS FURTHER RESOLVED**, that the district’s chancellor and vice chancellor of finance and administration are authorized to sign the agreement on behalf of the district.

**PASSED AND ADOPTED** on this 4th day of June, 2013, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
Board of Trustees Secretary  
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:      Consideration to Adopt Resolution Authorizing      ITEM NO. 13-43G  
                 Agreement with California Department of  
                 Education for Child and Adult Care Food Program  
                 Promoting Integrity Now, Fresno City College

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EXHIBIT:      Resolution No. 2013-13

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Background:

The California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College develops and provides specialized instructional programs for child nutrition personnel at the production, supervisory and administrative levels. The Cal-Pro-NET Center at Fresno City College will continue to work with the California Department of Education, Nutrition Services Division, to develop, update, and implement the Child and Adult Care Food Program (CACFP) Promoting Integrity Now training. The term of this agreement is from July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000.

Recommendation:

It is recommended the Board of Trustees:

- a)      adopt Resolution No. 2013-13 authorizing the District, on behalf of the Fresno City College Cal-Pro-NET Center, to enter into an agreement with the California Department of Education, Nutrition Services Division, for the Child and Adult Care Food Program Promoting Integrity Now training for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000;
- b)      authorize renewal of the agreement with similar terms and conditions; and
- c)      authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the agreement on behalf of the District.



**STATE CENTER COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 2013-13**

**AUTHORIZING AGREEMENT WITH THE CALIFORNIA  
DEPARTMENT OF EDUCATION FOR CHILD AND  
ADULT CARE FOOD PROGRAM PROMOTING INTEGRITY NOW**

**WHEREAS**, the California Professional Nutrition Education and Training Center at Fresno City College develops and provides specialized instructional programs for the child and adult nutrition personnel at the production, supervisory, and administrative levels;

**WHEREAS**, the California Department of Education, Nutrition Services Division, is providing funding for the Promoting Integrity Now (PIN) training of the Child and Adult Care Food Program courses;

**WHEREAS**, the agreement is for the period July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the State Center Community College District hereby adopts Resolution No. 2013-13 authorizing the agreement between the California Department of Education, Nutrition Services Division, and the district, on behalf of the Fresno City College Cal-Pro-NET Center, for the Promoting Integrity Now (PIN) training for the period of July 1, 2013, through June 30, 2014, with funding in the amount of \$85,000;

**IT IS FURTHER RESOLVED**, that the Board of Trustees of the State Center Community College District authorizes renewal of the agreement with similar terms and conditions; and

**IT IS FURTHER RESOLVED**, that the district’s chancellor and vice chancellor of finance and administration are authorized to sign the agreement on behalf of the district

**PASSED AND ADOPTED** on this 4th day of June, 2013, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

---

Board of Trustees Secretary  
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:     Consideration to Adopt Resolution Authorizing     ITEM NO. 13-44G  
                  Agreement with the Office of Statewide  
                  Health Planning and Development for  
                  Nursing Education, Fresno City College

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EXHIBIT:     Resolution No. 2013-14

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Background:

The district, on behalf of Fresno City College, is requesting authorization to enter into an Agreement with the Office of Statewide Health Planning and Development (OSHPD) for funding to supplement the Associate Degree Nursing Program. Funding from OSHPD will be used to support instructional and administrative costs of the Associate Degree Nursing Program and will allow an additional eight students to enroll in the two-year program starting with the fall semester. The agreement is for the period August 1, 2013, through September 15, 2015, with funding in the amount of \$160,000 (FY 2013-14 – \$80,000 and FY 2014-15 – \$80,000).

Recommendation:

It is recommended the Board of Trustees:

- a) Adopt Resolution No. 2013-14 authorizing the district, on behalf of Fresno City College, to enter into an agreement with the Office of Statewide Health Planning and Development for funding to supplement the Associate Degree Nursing Program for the period August 1, 2013, through September 15, 2015, with funding in the amount of \$160,000;
- b) authorize renewal of the agreement with similar terms and conditions; and
- c) authorize the chancellor or vice chancellor of finance and administration to sign the agreement on behalf of the district.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
RESOLUTION NO. 2013-14**

**AGREEMENT WITH THE OFFICE OF STATEWIDE  
HEALTH PLANNING AND DEVELOPMENT FOR  
ASSOCIATE DEGREE NURSING PROGRAM**

**WHEREAS**, this resolution must be adopted in order to certify the approval of the governing board to approve an agreement with the Office of Statewide Health Planning and Development and to authorize the designated personnel to sign contract documents for the grant period August 1, 2013, through September 15, 2015;

**NOW, THEREFORE, BE IT RESOLVED** that the governing board of State Center Community College District approves Resolution No. 2013-14 authorizing an agreement with the Office of Statewide Health Planning and Development for funding to supplement the Associate Degree Nursing Program for the grant period August 1, 2013, through September 15, 2015, with funding in the amount of \$160,000.

**PASSED AND ADOPTED** on this 4th day of June, 2013, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

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Board of Trustees Secretary  
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Authorize Sale of  
Surplus Property, Fresno City College

ITEM NO. 13-45G

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EXHIBIT: Surplus Equipment List

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Background:

The district has accumulated obsolete property that is considered surplus and requires disposal. According to district policy, the administration requests authorization to dispose of surplus items by auction. As in the past, per direction of the Board of Trustees, obsolete equipment/property not sold will be made available to non-profit agencies in Fresno County.

Recommendation:

It is recommended the Board of Trustees authorize the sale of surplus property.

FRESNO CITY COLLEGE SURPLUS EQUIPMENT INVENTORY	
July 13, 2013	
Item	Quantity
MCI Motorcoach Buses	2
Dell Laptop Computer	30
3M Projector	2
Eiki Projector	1
Laserjet Toner Catridges	1 pallet
Sony MicroCassette	1 Box
HP Fax Machine	1
Vista M22Headset	1 Box
Sharp TV	3
Keyrings	1 Box
Smith Corona Typewriter	1
JVC Visual Projector	1
Large Fellowes C-380c Shredder	1
Durabrand DVD Player	1
Hitachi VHS Player w/Case	1
Stairmaster E.F.X.	3
Locker	1
Student Desk Chairs	30
Yellow Jumping Castles	5
Dell Computer/Monitors	15
LaserJet Printer 4350 Series	4
File Cabinets	12
Multi-Media Monitor	1
Office Chairs	30
Student Chairs	40
Small Tables	20
Spectrum Pool Supplies	Misc.
Panasonic Microwave	1
Intella Pay Ticket	1
Stanton Sharp Fax Machine	2
Wet Vac	2
Softball Supplies	Misc.
Cans/Bottles Trash Cans	4
Dust Mops	1 pallet
GE Oven	2
Kenmore Microwave	1
Quaser Microwave	1
Sony TV	2

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration of Bids, Interior Painting,  
Fresno City College

ITEM NO. 13-46G

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EXHIBIT: None

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Background:

Bid #1213-17 is for the labor and materials necessary to perform interior painting at the Speech/Music building on the Fresno City College campus. The work of this project consists of the preparation and painting of various classrooms, hallways, doors, frames and other related items of work within the entire Speech/Music building. The bid responses include pricing for additive alternate #1, which would allow for additional painting on campus within the Language Arts building. This alternate is not recommended for approval because of budget considerations. This project is necessitated by the deteriorated condition of painted surfaces within the Speech/Music building.

Funding for this project will be provided by Decision Package funds for Fresno City College. The lowest responsive bid amount is determined by the base bid plus the single additive alternate. The actual award recommendation is for the base bid only. Bids were received from four contractors as follows:

<u>Bidder</u>	<u>Bid Amount</u>	<u>Award Amount</u>
Wm. B. Saleh Company	\$70,975.00	\$38,557.00
Tarlton and Sons, Inc.	\$114,532.00	\$58,842.00
Color New Company	\$124,000.00	\$72,000.00
Fix Painting Company	\$133,995.00	\$66,995.00

Fiscal Impact:

\$38,557.00 – Decision Package Funds for Fresno City College

Item No. 13-46G

Page 2

Recommendation:

It is recommended the Board of Trustees award Bid #1213-17 in the amount of \$38,557.00 to Wm. B. Saleh Company, the lowest responsible bidder for interior painting at Fresno City College, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Change Date of October  
Board of Trustees Meeting

ITEM NO. 13-34

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EXHIBIT: None

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Background:

The Board of Trustees sets the dates of its meetings for the upcoming calendar year during its December organizational meeting. Ordinarily regular meetings of the Board are held the first Tuesday of the month and, therefore, the October 2013 meeting was set for Tuesday, October 1, 2013. The district has since become aware of conflicting meetings of the Executive Committee and other committees of the board of the Association of Community College Trustees (ACCT) on which some of our trustees serve.

It is therefore recommended that the Board of Trustees reschedule its October meeting to the following Tuesday, October 8, 2013, to resolve this scheduling conflict. Following board action to reschedule the meeting, notice of the new date for the October meeting will be posted and circulated throughout the district and wider community.

Recommendation:

It is recommended that the Board of Trustees reschedule its October meeting to Tuesday, October 8, 2013.



STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Nomination of Candidate for ACCT Board

ITEM NO. 13-35

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EXHIBIT: None

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Background:

The 26-member Association of Community College Trustees (ACCT) Board of Directors consists of 15 directors elected regionally, nine directors-at-large elected by the senate, and two directors appointed by the chair. A full elected term is three years and directors serve staggered terms.

Nominations for director-at-large positions will be accepted at the ACCT office until July 1, 2013. According to the ACCT bylaws, no more than one member from any member board may serve as an elected member on the ACCT Board of Directors at the same time.

Eric Payne has indicated interest in being nominated for the ACCT Board of Directors in the next election, which takes place at the 2013 Annual ACCT Leadership Congress in Seattle during October.

Recommendation:

It is recommended the Board of Trustees consider nominating Eric Payne as a candidate for the ACCT Board of Trustees for the election which takes place in October 2013, and sign a letter of support on behalf of Trustee Payne.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Presentation of Draft 2013-2017  
Colleges/Centers Strategic Plans

ITEM NO. 13-36

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EXHIBIT: Draft Strategic Plans

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Background:

The Board of Trustees took action to approve the timelines for preparation of the SCCCDC 2012-2016 Strategic Plan and the 2013-2017 Colleges/Centers Strategic Plans on July 5, 2011. The new timelines for the colleges/centers follow district planning by one year, and the colleges/centers goals align with the district's goals.

Each campus hosted charrettes involving faculty, staff, administrators and community leaders representing business, educational and non-profit sectors. The purpose of the charrettes was to provide additional internal and external community input for the formulation of the initial drafts.

The colleges/centers are submitting their 2013-2017 mission, vision and values statements, and goals and objectives in the 2013-2017 draft strategic plans for the Board of Trustees' review. The Board of Trustees will receive the colleges/centers mission statements and draft strategic plans as two separate items for action at the Board of Trustees meeting on July 2, 2013.



## FCC 2013-2017 Strategic Plan (DRAFT)

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### **Mission**

Fresno City College, California's first community college, provides quality, innovative educational programs and support services directed toward the enhancement of student success, lifelong learning and the economic, social, and cultural development of our students and region.

### **Vision**

Fresno City College will be a national leader in educational programs, support services, and community partnerships.

### **Core Values**

#### **Excellence:**

We champion quality while encouraging individuals to share and explore new avenues toward advancing the college's mission and vision.

#### **Collaboration:**

We are dedicated to active involvement on our campus and in our community, developing partnerships and avenues of greater participation.

#### **Diversity:**

We are committed to diversity through respect and celebration of individual differences.

#### **Professionalism:**

We communicate and work together in an ethical, collegial manner in a supportive environment.

#### **Stewardship:**

We are accountable to our community for the responsible use of our resources.



# FCC 2013-2017 Strategic Plan (DRAFT)

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## Student Success

### **Goal 1: FCC will identify and implement collaborative and specific activities to facilitate successful completion of our students' educational objectives.**

- 1.1 By Spring 2014, the college will update, approve, and implement priority student success recommendations detailed in the FCC Educational Master Plan and those contained in the FCC Student Success Plan.
- 1.2 As noted in the Enrollment Management Plan, by Spring 2015, the college will begin to define, and publish common annual student success benchmarks.
- 1.3 The college will continue to work with feeder schools to identify innovative methods of enhancing matriculation.
- 1.4 By Spring 2015, the college will identify and support existing efficient and cost effective methods of improving basic skills preparation.
- 1.5 By Fall 2014, the college will identify baseline student services and priority activities to include in the creation and implementation of college and districtwide student services delivery plans.
- 1.6 By Fall 2014, the college will create and implement a Student Involvement Plan that identifies successful methods of engaging students in campus and community activities that enable them to enhance learning opportunities beyond the classroom and further engage in the betterment of their community.
- 1.7 The college will continue to analyze enrollment, retention, success rate patterns and other transfer general education course data to identify and implement strategies that lead to increased retention and successful completion.
- 1.8 The college will continue to analyze enrollment, retention, success rate patterns and other career and technology course data to identify and implement strategies that lead to increased retention and successful completion.

## Access

### **Goal 2: FCC will identify access barriers and create strategies to mitigate them.**

- 2.1 By Spring 2014, the college will complete writing and begin implementation of recommendations contained in the Enrollment Management Plan.
- 2.2 By Fall 2013, the college will work with the district to implement districtwide recommendations regarding priority registration.
- 2.3 By Fall 2014, the college will identify methods of improving course scheduling to efficiently move students through successful completion.
- 2.4 By Fall 2014, the college will identify and address gaps and barriers to student support services.
- 2.5 By Fall 2015, the college will inventory existing outreach, recruitment, co-curricular and career awareness activities for every academic and student support program to identify best practices, duplication, and opportunities.



# FCC 2013-2017 Strategic Plan (DRAFT)

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## Quality

**Goal 3: FCC will provide the highest quality instructional programs utilizing current and emerging methodologies, pedagogies, and technologies as appropriate.**

- 3.1 By Fall 2013, the college will ensure that all administrators, faculty, and staff are provided ample opportunities for professional development.
- 3.2 By Fall 2015, the college, in coordination with sister campuses, will develop a comprehensive Basic Skills Delivery Plan for the college and the district.
- 3.3 By Fall 2013, the college will define and identify Signature Programs and criteria to create models of excellence.
- 3.4 By Spring 2014, the college will identify and promote opportunities for districtwide collaboration, program coordination and development.
- 3.5 Faculty will continue to identify appropriate courses to enhance cross-district coordination of curriculum.
- 3.6 By Fall 2014, the college will implement a Distance Learning Plan that identifies online and hybrid best practices, student support services, student success benchmarks, and effective delivery methods.
- 3.7 By Spring 2014, the college will implement a campus wide technology plan and address technology gaps.
- 3.8 By Fall 2014, the college will ensure that student success, student learning outcomes, and program review objectives are integrated and support FCC's mission, vision, and strategic goals.

## Partnerships

**Goal 4: FCC will strengthen existing and create new community partnerships with educational, business, and other entities to ensure our region is receiving quality services to meet its economic, cultural, and social needs.**

- 4.1 By Fall 2014, every program and student support service will identify activities that enhance partnerships with educational, business, and/or local community organizations as appropriate.
- 4.2 By Spring 2015, every program and student support service will systematically assess the community need for its respective program/service and refine student learning outcomes as appropriate.
- 4.3 By Spring 2015, every occupational related program and support service will inventory, identify, and increase the number of quality work experience, apprenticeship, job shadowing, service learning, and/or internship experiences as appropriate.



# FCC 2013-2017 Strategic Plan (DRAFT)

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## Values

**Goal 5: FCC will provide a culture where its core values are visible in the activities and interactions of all administrators, faculty, classified professionals, and students.**

- 5.1 By Fall 2014, the college will enhance its efforts to recognize individuals who epitomize FCC's core values.
- 5.2 By Spring 2014, the college will identify existing activities and new opportunities that promote FCC's core values.
- 5.3 By Spring 2015, the college will provide campus wide training on excellence and innovation.

## Communication

**Goal 6: FCC will effectively communicate with its constituent groups and external communities.**

- 6.1 By Spring 2014, the college will perform an annual shared governance audit to ensure the college and district are engaged in open communication and encouraging participation from all constituent groups.
- 6.2 The college will continue to implement its campus wide communication plan and continually identify additional methods to enhance campus, district, and external communications.
- 6.3 By Fall 2013, the college will initiate discussions that provide feedback and recommendations on opportunities to enhance campus-to-campus and campus-to-district collaboration.

## Institutional Effectiveness

**Goal 7: FCC will collaborate with SCCCD to create strategic alignments in our planning and organizational processes.**

- 7.1 By Fall 2013, the college will collaborate with the district in ensuring shared governance is practiced consistently in decision-making.
- 7.2 By Spring 2014, the college will collaborate with the district and respective committees to update and improve safety and security communication and education.
- 7.3 By Fall 2014, the college will collaborate with the district to create and implement a parking plan that supports the mission of FCC.
- 7.4 By Spring 2014, the college will participate in districtwide decision-making regarding program development (including signature programs), implementation, and expansion.
- 7.5 FCC will continue to implement and update the Campus Facilities Master Plan.
- 7.6 By Spring 2015, the college will create a Human Resource Plan that reflects the needs of the college.



## FCC 2013-2017 Strategic Plan (DRAFT)

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- 7.7 By Spring 2014, the college will fully implement its Research Agenda to enable every department to utilize the information as part of its program development and decision-making.
- 7.8 By Fall 2014, the college will work with all internal constituent groups to develop and implement annual program review summaries that concisely monitor and report progress toward campus and district strategic goals.

### **Accountability**

#### **Goal 8: FCC will demonstrate fiscal integrity by being prudent stewards of our resources.**

- 8.1 By Spring 2014, FCC will create and implement an education module on understanding the college and district budget and budgeting processes.
- 8.2 FCC will continue to improve methods of ensuring financial accountability and resource stewardship.
- 8.3 FCC will continue to work collaboratively with the SCCCD grants office and with external partners to increase funding opportunities that support student success.

## Reedley College Strategic Plan 2013-2017

### 1. Student Success

Reedley College is committed to empowering students to achieve their educational and vocational goals by offering academic guidance and support, career technical training, and opportunities for personal growth that will promote success.

- 1.1 Assist students in creating a clear vision towards their educational goals through the development of an educational plan. (DO 1.2)
- 1.2 Offer instructional programs that provide basic skills, transfer preparation, and career technical education.
- 1.3 Increase students' campus and community engagement in order to facilitate persistence and completion rates for all students. (DO 1.5, 4.3)
- 1.4 Develop strategies to address unique needs of students to aid their academic success. (DO 1.1)

### 2. Student Access and Services

Reedley College is devoted to providing access and services for students to obtain their educational goals. (DO 2.1)

- 2.1 Evaluate course offerings to ensure sequencing that will allow students to finish a program in a reasonable amount of time.
- 2.2 Improve student admission, registration, counseling and orientation services to optimize student educational planning. (DO 2.2)
- 2.3 Provide broad-based instructional support services relevant to the diverse needs of the students. (DO 2.3)
- 2.4 Maintain a safe environment conducive to learning while providing services and activities that maximize the opportunity for educational and personal growth.



### **3. Teaching and Learning**

Reedley College is committed to providing the highest quality instructional programs utilizing current and emerging instructional methods that focus on student success.

3.1 Align curriculum to increase certificates and degree completion. (DO 3.2)

3.2 Improve courses and programs through the analysis of multiple measures for basic skills courses, transfer level courses, career technical education and distance education. (DO 3.3)

3.3 Provide and support opportunities for faculty development that foster innovation. (DO 3.5)

3.4 Ensure continuous integration and implementation of the colleges' Program Review and Student Learning Outcomes assessment to improve institutional effectiveness. (DO 1.4, 3.4)

### **4. Economic and Workforce Development**

Reedley College is committed to being a partner in developing the economic vitality of the region through collaboration with its community partners and will strive to ensure access to quality career technical programs.

4.1 Assess, maintain, and develop effective and relevant career technical education programs in collaboration with business and industry partners. (DO 4.1)

4.2 Pursue continued support of signature programs, including infrastructure improvements in order to align with industry standards. (DO 3.2, 4.2)

4.3 Increase the number of quality work and internship experiences, apprenticeships, and job shadowing and service learning opportunities. (DO 4.4)

## **5. Organizational Development and Effectiveness**

Reedley College is committed to persistently improving its institutional, fiscal and technological effectiveness for each campus.

5.1 Establish systems and procedures that increase collaboration between Reedley, Madera and Oakhurst that work towards the integration of policies, uniformed procedures and processes.

5.2 Ensure instruction and services for students are sufficient, equitable and consistent across locations.

5.3 Develop and implement a human resource staffing plan for all campuses that aligns with the district wide staffing plan. (DO 6.4)

5.4 Reedley, Madera and Oakhurst will support Willow International in its efforts to become a college.

5.5 Develop and implement an integrated planning and resource allocation process that aligns with the Strategic Plan. (DO 6.1, 6.6)

5.6 Utilize, improve and maintain technology and facility infrastructure to support academic success. (DO 6.2, 6.3)

## **6. Communication**

Reedley College is committed to continually improving effectiveness in communication.

6.1 Engage in open and clear communication between Reedley College and the District. (DO 5.3)

6.2 Promote communication and collaboration about college programs, services and activities between Reedley, Madera, and Oakhurst. (DO 5.2)

6.3 Evaluate methods and delivery systems used to communicate between Reedley, Madera and Oakhurst.

6.4 Maintain and improve communication between Reedley, Madera and Oakhurst and their surrounding communities. (DO 5.4)

# 2013 – 2017 Willow International Strategic Plan (DRAFT)

## June 2013



**State Center Community College District Mission Statement:** State Center Community College District is committed to student learning and success, while providing accessible, high quality, innovative educational programs and student support services to our diverse community by offering associate degrees, university transfer courses and workforce needs of the San Joaquin Valley and cultivate an educationally prepared citizenry.

**State Center Community College District Vision Statement:** State Center Community College District will demonstrate exemplary educational leadership to foster and cultivate a skilled workforce and an educated citizenry who are well prepared professionally and personally to contribute to our community.

**State Center Community College District Values:** Excellence, Diversity, Integrity, Continual Improvement, Stewardship, Community, Communication

**Willow International Center Mission Statement:** The mission of the Willow International Community College Center is to provide affordable and comprehensive educational opportunities to a diverse population of students who seek opportunities for basic skills development, associate degrees, certificates, transfer, and lifelong learning that will enable them to become engaged participants in local and global communities. Student success will be measured through a continuous improvement process with an emphasis on student learning outcomes.

**Willow International Center Vision Statement:** The mission of the Willow International Community College Center will achieve independent college status with a broad, technology based curriculum that meets the individual educational needs of our clients in a global environment. We will provide access to people from diverse economic, demographic, intellectual, and technological communities.

**Willow International Center Values:** Integrity, Communication, Respect, Diplomacy, Mentorship, Cooperation, Collaboration, Empathy, Curiosity, Responsibility, Participation, Flexibility, Confidence, Supportiveness, Initiative, Challenges

## Goal 1: Student Success

**Willow International Community College Center (WICCC) is committed to supporting and assisting students in achieving their educational goals by offering premier academic, career technical training, and student support programs that enhance students' abilities to succeed in an increasingly complex and interconnected world.**

1.1 Implement a clear and concise matriculation process for new students utilizing the Student Success Taskforce Recommendations (and the 2012 Student Success Act).

1.2 Develop strategies to increase student success and transfer rates at Willow International CCC.

1.3 Utilize the Student Success Task Force Recommendations and the 2012 Student Success Act, implement a Student Services Delivery Plan that aligns with the Districtwide Student Services Delivery Plan.

1.4 Assist with the establishing a Districtwide Matriculation Committee that will include English and math faculty to review student assessment tests and data from across the district. This information will be used to create a matrix analyzing student assessment methodology across the district.

1.5 Establish a baseline that expresses cultural awareness as a result of student engagement in campus and community activities.

## Goal 2: Student Access

**WICCC recognizes that it must be responsive to the population growth of the San Joaquin Valley and is committed to reducing enrollment barriers.**

2.1 Establish and implement a Willow International CCC Enrollment Management Plan that aligns with the District Enrollment Management Plan.

2.2 Implement a matriculation plan for students to complete the critical matriculation steps as delineated in the 2012 Student Success Act.

2.3 Utilize the WI Enrollment Management Committee to implement and modify strategies to enhance student support program coordination and development in areas such as outreach, recruitment, co-curricular, and career awareness activities.

### **Goal 3: Teaching and Learning Effectiveness**

**WICCC is committed to providing the highest quality instructional programs using current and emerging instructional methods and technologies.**

- 3.1 To direct the planning efforts and strategies as defined in the SI Student Success Plan, measure the success of each goal and objective related to Basic Skills.
- 3.2 Implement the process of determining Signature Programs at WICCC as delineated by the Districtwide Signature Program Taskforce as WI plans the future development of CTE programs and facilities.
- 3.3 Implement the goals and strategies identified in the Willow International Technology/Distance Education Plan to support the delivery of online courses and to provide adequate classroom and campus technologies to support student success.
- 3.4 Utilize the assessment results, data, and results from the analysis of Student Learning Outcomes, Program Learning Outcomes, General Education Learning Outcomes, and the Program Review process to implement improvement strategies in support of student success.
- 3.5 Increase faculty development opportunities to support excellent teaching and learning in areas such as distance learning, innovative teaching methods, the use of technology for learning, and learning communities that support student success.

### **Goal 4: Economic and Workforce Development**

**WICCC is committed to being a partner in developing the economic vitality of the community through collaboration with its community partners and by offering assuring access to quality career technical programs.**

- 4.1 Assess, maintain and develop effective and relevant career technical programs and curriculum in collaboration with external partners.
- 4.2 Identify and establish workforce program and skill needs based on regular review and analysis of pertinent employment and other relevant business data.
- 4.3 Increase persistence and completion rates for students in career technical programs by implementing best practices, student learning outcome data, and other relevant data analysis.
- 4.4 Increase the number of opportunities of quality work experience, job shadowing, service learning and internship experiences for students at Willow International CCC.

## **Goal 5: Communication**

**WICCC is committed to open and clear communication among its constituent groups and with its external communities.**

5.1 Implement goals and strategies as defined in the District Governance Model as related to Willow International CCC.

5.2 Support the District's commitment to increased communication by providing opportunities to share information through a variety of activities including newsletters, meetings, and discussion sessions.

5.3 Support the District's commitment to increased communication by providing opportunities to share information through a variety of activities including newsletters, meetings, and discussion sessions.

5.4 Willow International campus will establish and maintain partnerships with community, workforce, and economic partners.

## **Goal 6: Organizational Effectiveness**

**WICCC is committed to continually improve its organized process to ensure its institutional effectiveness and accountability.**

6.1 Engage in all districtwide allocation resource committees, provide budget workshops to increase understanding of budget terminology and processes, and implement the District Resource Allocation Model.

6.2 Align and implement the objectives and strategies of the Willow International Technology/Distance Education Plan Task with the District Technology Plan.

6.3 Update and align the Willow International Facilities Master Plan as necessary.

6.4 Implement objectives and strategies from the District Human Resources Plan, Staff Development Plan, and EEO Plan as appropriate.

6.5 Implement objectives and strategies identified at the district level as part of the growth plan for Willow International including planned phases for enrollment, staffing, resource allocation, organizational structures and facilities.

6.6 Support a districtwide committee to create district research plan and include Willow International CCC participation with data collection and analysis.

6.7 Implement goals and strategies as defined in the Integrated Planning Model as related to Willow International CCC.

## **Goal 7: Community and Resource Development**

**WICCC is committed to optimizing its resources while maintaining its fiscal integrity.**

7.1 WI will manage its budget to the benefit of student learning with the prudent financial practices established by the District to ensure the fiscal health and wellbeing of WI and the District.

7.2 Implement goals and strategies as defined in the District Resource Development Plan as related to Willow International CCC that will also cultivate relationships with existing and prospective donors.

7.3 Implement a process to identify gaps in program needs that could be addressed through appropriate grants and other resources.

## **Goal 8: WICCC Accreditation**

**WICCC is committed to fulfilling the accreditation and state requirements to become a stand-alone college including the successful submission of the Need Study and also receiving Initial Accreditation Status after the Spring 2015 ACCJC Team Visit.**

8.1 The Needs Study report required for CCCCCO will be completed by Fall 2013 with the ACCJC Self Evaluation report completed by Spring 2015 in preparation for the Spring 2015 ACCJC Visit.

8.1 Ensure adequate staffing is hired to be prepared for full college status by Fall 2015.

## **Goal 9: WICCC Fiscal Oversight**

**WICCC is committed in advocating and acquiring adequate resources as the center achieves college status.**

9.1 Ensure adequate resources to implement programs and services for Willow International CCC including a flow-chart and the WI version of DRAM to demonstrate how funding is being allocated.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 1525 E. Weldon  
 Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

SUBJECT: Consideration to Approve Curriculum  
 Proposals, Summer 2013 through Fall 2014,  
 Fresno City College and Reedley College

ITEM NO. 13-37

EXHIBIT: Curriculum Proposals

Background:

The new courses, course revisions, new programs and program revisions being presented by the colleges have been reviewed by the appropriate curriculum committees as part of the curriculum approval process. They have also been reviewed and approved for presentation to the Board by the District Educational Coordination and Planning Committee. The following are hereby submitted:

FRESNO CITY COLLEGE			REEDLEY COLLEGE		
Voc	Non-Voc		Voc	Non-Voc	
1	2	New Programs	0	2	New Programs
37	19	Revised Programs	20	6	Revised Programs
5	1	Deleted Programs	2	0	Deleted Programs
18	14	New Courses	1	5	New Courses
86	86	Revised Courses	29	73	Revised Courses
18	4	Deleted Courses	57	5	Deleted Courses
0	0	Special Studies Courses	0	0	Special Studies Courses
4	20	Distance Learning Courses	1	4	Distance Learning Courses
12	0	New/Renewed Articulation Agreements	1	4	New/Renewed Articulation Agreements

Recommendation:

It is recommended the Board of Trustees approve the Fresno City College and Reedley College curriculum proposals, as presented.



# **Fresno City College**

Office of Instruction

## **PROPOSED NEW COURSE**

Effective Summer 2013

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### **CREDIT, DEGREE APPLICABLE NONTRANSFERABLE**

**Radiologic Technology 106A, Radiologic Technology Concentrated Clinical, 6 units, 18 lab hours.**

**Prerequisite: Radiologic Technology 5A, 5B, and 5C.**

Concentrated clinical experience to develop proficiency in all aspects of diagnostic radiography. **(voc) (unique)**

# ***Fresno City College***

Office of Instruction

## **PROPOSED REVISED COURSE**

Effective Summer 2013

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### **CREDIT, DEGREE APPLICABLE NONTRANSFERABLE**

**Radiologic Technology 3, Basic Clinical Radiologic Technology, 7 units, 32 lab hours, (12 weeks).** Revised course units to **9**. Revised course hours to **26.67 lab hours**. Revised course weeks **18**. **(voc) (unique)**

# Fresno City College

Office of Instruction

## PROPOSED REVISED PROGRAMS

Effective Fall 2013

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

1. **BUSINESS ADMINISTRATION #2050**  
*Associate in Arts*  
**Course added, existing**  
Decision Science 21, Finite Mathematics  
**Courses deleted (from program only)**  
Business Administration 30, Personal Finance
  
2. **COMMERCIAL MUSIC #5850**  
*Associate in Science*  
**Courses added, existing**  
Music 47A, Jazz Combo: New Orleans, Swing and Bop  
Music 47B, Jazz Combo: Cool and Mainstream  
Music 47C, Jazz Combo: Modern and Fusion  
Music 47D, Jazz Combo: World Music  
Music 54, Afro-Latin Ensemble  
Music 55, Afro-Caribbean Ensemble
  
3. **GUITAR PERFORMANCE**  
*Certificate*  
**Courses added, existing**  
Music 39A, Baroque/Classical Opera  
Music 39B, Romantic and Modern Opera  
Music 39C, Classical Musical Theatre  
Music 39D, Contemporary Opera and Musical Theatre  
Music 47A, Jazz Combo: New Orleans, Swing and Bop  
Music 47B, Jazz Combo: Cool and Mainstream  
Music 47C, Jazz Combo: Modern and Fusion  
Music 47D, Jazz Combo: World Music  
Music 54, Afro-Latin Ensemble  
Music 55, Afro-Caribbean Ensemble
  
4. **JAZZ PERFORMANCE**  
*Certificate*  
**Course added, existing**  
Music 47A, Jazz Combo: New Orleans, Swing and Bop  
Music 47B, Jazz Combo: Cool and Mainstream  
Music 47C, Jazz Combo: Modern and Fusion  
Music 47D, Jazz Combo: World Music  
Music 54, Afro-Latin Ensemble  
Music 55, Afro-Caribbean Ensemble
  
5. **MUSIC, GUITAR MAJORS #5830**  
*Associate in Arts*  
**Course added, existing**  
Music 47A, Jazz Combo: New Orleans, Swing and Bop  
Music 47B, Jazz Combo: Cool and Mainstream  
Music 47C, Jazz Combo: Modern and Fusion  
Music 47D, Jazz Combo: World Music

Music 54, Afro-Latin Ensemble  
Music 55, Afro-Caribbean Ensemble

6. **MUSIC, PIANO MAJORS #5840**

*Associate in Arts*

**Course added, existing**

Music 47A, Jazz Combo: New Orleans, Swing and Bop  
Music 47B, Jazz Combo: Cool and Mainstream  
Music 47C, Jazz Combo: Modern and Fusion  
Music 47D, Jazz Combo: World Music  
Music 54, Afro-Latin Ensemble  
Music 55, Afro-Caribbean Ensemble

7. **MUSIC, VOCAL MAJORS #5820**

*Associate in Arts*

**Courses added, existing**

Music 39A, Baroque/Classical Opera  
Music 39B, Romantic and Modern Opera  
Music 39C, Classical Musical Theatre  
Music 39D, Contemporary Opera and Musical Theatre

8. **OFFICE PROFESSIONAL II #2212 (voc)**

*Associate in Science and Certificate of Achievement*

**Course added, existing**

Business & Technology 33, Emerging Technologies for the Business Professional

**Course deleted (from program only)**

Business & Technology 14, Windows

9. **PIANO PERFORMANCE**

*Certificate*

**Courses added, existing**

Music 39A, Baroque/Classical Opera  
Music 39B, Romantic and Modern Opera  
Music 39C, Classical Musical Theatre  
Music 39D, Contemporary Opera and Musical Theatre  
Music 47A, Jazz Combo: New Orleans, Swing and Bop  
Music 47B, Jazz Combo: Cool and Mainstream  
Music 47C, Jazz Combo: Modern and Fusion  
Music 47D, Jazz Combo: World Music  
Music 54, Afro-Latin Ensemble  
Music 55, Afro-Caribbean Ensemble

10. **VOCAL PERFORMANCE**

*Certificate*

**Courses added, existing**

Music 39A, Baroque/Classical Opera  
Music 39B, Romantic and Modern Opera  
Music 39C, Classical Musical Theatre  
Music 39D, Contemporary Opera and Musical Theatre

***Program description or non-course changes made to the following degrees and certificates:***

1. Associate in Arts in Philosophy for Transfer
2. Commercial Music, Certificate of Achievement
3. Dental Hygiene

# ***Fresno City College***

Office of Instruction

## **PROPOSED DELETED PROGRAM**

Effective Fall 2013

Approved and Recommended by the Curriculum Committee

**To ECPC May 2, 2013**

### **LIBERAL ARTS EMPHASIS IN INTERDISCIPLINARY SCIENCE #5147**

*Associate in Science*

Program is no longer needed.

# Fresno City College

Office of Instruction

## PROPOSED NEW COURSES

Effective Fall 2013

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### DEGREE APPLICABLE, TRANSFERABLE

- 1. Building Safety and Code Administration 15A, Residential Plumbing 1, 3 units, 2 lecture hours, 4 lab hours, (See also Construction 56A). Corequisite: Building Safety and Code Administration 15AL. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Introduction to Residential Plumbing; lay out and installation of a residential plumbing system. Familiarization with the uniform plumbing code, construction and inspection, to prepare for I.A.P.M.O. and /or I.C.C. certification. **(voc) (unique)**
- 2. Building Safety and Code Administration 15AL, Residential Plumbing Lab 1, .5 unit, 1.5 lab hours, (See also Construction 56AL). Corequisite: Building Safety and Code Administration 15A. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Off campus lab activity installing plumbing systems in the Fresno City College Project House. To be taken concurrently with Construction 56A/Building Safety and Code Administration 15A. **(voc) (unique)**
- 3. Building Safety and Code Administration 15B, Residential Plumbing 2, 3 units, 2 lecture hours, 4 lab hours, (See also Construction 56B). Corequisite: Building Safety and Code Administration 56BL. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Residential Plumbing; Installation of finish fixtures. Plumbing codes and inspection, to prepare for I.A.P.M.O. and/or I.C.C. certification. **(voc) (unique)**
- 4. Building Safety and Code Administration 15BL, Residential Plumbing Lab 2, .5 unit, 1.5 lab hours, (See also Construction 56BL). Corequisite: Building Safety and Code Administration 15B. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Off campus lab activity installing plumbing systems in the Fresno City College project house. To be taken concurrently with Construction 56B/Building Safety and Code Administration 15B. **(voc) (unique)**
- 5. Construction 56A, Residential Plumbing 1, 3 units, 2 lecture hours, 4 lab hours, (See also Building Safety and Code Administration 15A). Corequisite: Construction 56AL. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Introduction to Residential Plumbing; lay out and installation of a residential plumbing system. Familiarization with the uniform plumbing code, construction and inspection, to prepare for I.A.P.M.O. and /or I.C.C. certification. **(voc) (unique)**
- 6. Construction 56AL, Residential Plumbing Lab 1, .5 unit, 1.5 lab hours, (See also Building Safety and Code Administration 15AL). Corequisite: Construction 56A. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Off campus lab activity installing plumbing systems in the Fresno City College Project House. To be taken concurrently with Construction 56A/Building Safety and Code Administration 15A. **(voc) (unique)**
- 7. Construction 56B, Residential Plumbing 2, 3 units, 2 lecture hours, 4 lab hours, (See also Building Safety and Code Administration 15B). Corequisite: Construction 56BL. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**

Residential Plumbing; Installation of finish fixtures. Plumbing codes and inspection, to prepare for I.A.P.M.O. and/or I.C.C. certification. **(voc) (unique)**

8. **Construction 56BL, Residential Plumbing Lab 2, .5 unit, 1.5 lab hours, (See also Building Safety and Code Administration 15BL). Corequisite: Construction 56B. Advisory: Construction 50A and eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 1A recommended.**  
Off campus lab activity installing plumbing systems in the Fresno City College project house. To be taken concurrently with Construction 56B/Building Safety and Code Administration 15B. **(voc) (unique)**
9. **Dance 31, Dance Workshop Performance 2, 3 units, 1 lecture hour, 5-7 lab hours. Prerequisite: Dance 21. Advisory: For Choreographers: Eligibility for English 1A recommended. For performers: Previous Modern Dance, Ballet and Jazz experience or concurrent enrollment.**  
Intermediate-advanced dance technique and conditioning, improvisation, choreography, rehearsal, and performance in an informal setting. Includes opportunities for support activities for the production. **(unique)**
10. **Physical Education 27, Cardio Interval Training, 1 unit, 2 lab hours. Prerequisite: None.**  
Designed to improve cardiovascular fitness by running pre-determined intervals on a regulation running track. The intervals will vary from 200-600 meters. **(unique)**
11. **Theatre Arts 39A, Intermediate Crew Practicum I, 1 unit, 3 lab hours. Prerequisite: Theatre Arts 23.**  
Allows students to explore more advanced or different positions as part of a theatrical stage crew. **(unique)**

#### **DEGREE APPLICABLE NONTRANSFERABLE**

1. **Electrical Systems Technology 175A, Residential Wiring 1, 4 units, 3 lecture hours, 3 lab hours, (See also Construction 175A). Corequisite: Electrical Systems Technology 175AL. Advisory: Eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.**  
Introduction to electrical code, installation methods. Electrical circuits hands on practice. Installation of the rough electrical system in the Fresno City College construction program's project house at an off campus location. Electrical Systems Technology 175AL must be taken concurrently with Construction 175A. **(voc) (unique)**
2. **Electrical Systems Technology 175AL, Residential Wiring Lab 1, .5 unit, 1.5 lab hours, (See also Construction 175AL). Corequisite: Electrical Systems Technology 175A. Advisory: Eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.**  
Hands on Rough Wiring of a residential building. Course must be taken concurrently with Electrical Systems Technology 175A. **(voc) (unique)**
3. **Electrical Systems Technology 175B, Residential Wiring 2, 4 units, 3 lecture hours, 3 lab hours, (See also Construction 175B). Corequisite: Electrical Systems Technology 175BL. Advisory: Eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.**  
Electrical Code. Emphasis on finish equipment installation, trouble shooting. Specialty circuits. Installation of the finish materials in the City College construction program's project house. Electrical Systems Technology 175BL must be taken concurrently with Electrical Systems Technology 175B. **(voc) (unique)**
4. **Electrical Systems Technology 175BL, Residential Wiring Lab 2, .5 unit, 1.5 lab hours, (See also Construction 175BL). Corequisite: Electrical Systems Technology 175B. Advisory: Eligibility for Applied Technology 130 or Mathematics 201 and eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.**  
Students will apply classroom knowledge and gain hands on experience during the installation of finish apparatus in the FCC project house. Course must be taken concurrently with Electrical Systems Technology 175B. **(voc) (unique)**

# Fresno City College

Office of Instruction

## PROPOSED REVISED COURSES

Effective Fall 2013

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### CREDIT, DEGREE APPLICABLE

1. **Art 7, Beginning Drawing, 3 units, 2 lecture hours, 4 lab hours, (Formerly Art 7A).** Revised course objectives, texts, methods of evaluation and content. **(common)**
2. **Art 8, Beginning Figure Drawing and Anatomy, 3 units, 2 lecture hours, 4 lab hours, (Formerly Art 8A).** Revised course objectives, methods of evaluation and content. **(unique)**
3. **Art 9, Beginning Painting: Oil/Acrylic, 3 units, 2 lecture hours, 4 lab hours, (Formerly Art 14A).** Revised course objectives, texts and content. **(common)**
4. **Art 14, Beginning Printmaking, 3 units, 2 lecture hours, 4 lab hours, (Formerly Art 23).** Revised course objectives, texts, and content. **(unique)**
5. **Art 17, Intermediate Drawing, 3 units, 2 lecture hours, 4 lab hours, (Formerly Art 7B).** Revised course description, objectives, texts, out-of-class assignments, and content. **(common)**
6. **History 1, Western Civilization to 1648, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, and methods of evaluation. **(common)**
7. **History 1H, Honors Western Civilization to 1648, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, and methods of evaluation. **(In lieu of RC's HIST 1)**
8. **History 30, California History, 3 units, 3 lecture hours.** Revised course textbooks. **(unique)**
9. **Mathematics 5B, Mathematical Analysis II, 4 units, 4 lecture hours.** Revised course objectives, texts, methods of evaluation, content, and methods of instruction. **(common)**
10. **Mathematics 6, Mathematical Analysis III, 4 units, 4 lecture hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(common)**
11. **Psychology 33, Personal and Social Adjustment, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments and content. **(unique)**
12. **Psychology 36, Biological Psychology, 3 units, 3 lecture hours.** Revised course prerequisite to read: **Prerequisite: Psychology 2.** Revised course advisory to read: **Advisory: Biology 3 or 5 and eligibility for English 1A recommended.** Revised course texts and content. **(unique)**
13. **Psychology 45, Introduction to Research Methods in Psychology, 3 units, 3 lecture hours.** Revised course prerequisite to read: **Prerequisite: Psychology 2 or 2H and Psychology or Mathematics 42.** Revised course texts. **(common)**

### CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE

**Electrical Systems Technology 175, Residential Wiring, 4 units, 3 lecture hours, 4 lab hours, (Repeats = 3), (See also Construction 175), (Formerly Electronic Technology 75 and Electrical Systems Technology 75).** Removed course repeats. **(voc) (unique)**



# **Fresno City College**

Office of Instruction

## **PROPOSED DELETED COURSES**

Effective Fall 2013

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### **CREDIT, DEGREE APPLICABLE, TRANSFERABLE**

1. **Biology 1, Principles of Biology, 4 units, 3 lecture hours, 2 lab hours. (common)**  
Course is no longer needed.
2. **Biology 1H, Honors Principles of Biology, 4 units, 3 lecture hours, 2 lab hours, (Formerly Honors 1B). (In lieu of RC's BIOL 1)**  
Course is no longer needed.

# Fresno City College

Office of Instruction

## PROPOSED NEW PROGRAM

Effective Spring 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### 1. ASSOCIATE IN ARTS IN ANTHROPOLOGY FOR TRANSFER

*Associate in Arts*

#### **Courses added, new**

Anthropology 8, Language and Culture

Anthropology 10, Archaeological Field and Laboratory Methods

#### **Courses added, existing**

Anthropology 1, Biological Anthropology

Anthropology 2, Cultural Anthropology

Anthropology 2H, Honors Cultural Anthropology

Anthropology 3, Archaeology and World Prehistory

Anthropology 4, Introduction to Archaeology

Anthropology 13, Anthropology of Magic, Witchcraft, and Religion

Mathematics 42, Statistics for the Behavioral Sciences

Psychology 42, Statistics for the Behavioral Sciences

### 2. ASSOCIATE IN SCIENCE IN KINESIOLOGY FOR TRANSFER

*Associate in Science*

#### **Courses added, existing**

Biology 5, Human Biology

Biology 11A, Biology for Science Majors I

Biology 11B, Biology for Science Majors II

Biology 20, Human Anatomy

Biology 21A, Human Anatomy & Physiology I

Biology 21B, Human Anatomy & Physiology II

Biology 22, Human Physiology

Chemistry 1A, General Chemistry

Chemistry 1B, General Chemistry and Qualitative Analysis

Chemistry 3A, Introductory General Chemistry

Chemistry 3B, Introductory Organic and Biological Chemistry

Decision Science, 23, Business Statistics

Health Science 2, First Aid and Safety

Mathematics 11, Elementary Statistics

Physical Education 3, Archery

Physical Education 4, Badminton

Physical Education 5, Basketball

Physical Education 6, Fitness and Health

Physical Education 7, Golf

Physical Education 9, Physical Fitness

Physical Education 11, Seasonal Sports

Physical Education 12, Swimming

Physical Education 13, Tennis

Physical Education 14, Volleyball

Physical Education 15A, Weight Training (Women)

Physical Education 15B, Weight Training (Men)

Physical Education 15C, Weight Training (Coed)

Physical Education 17, Hatha Yoga

Physical Education 29B, Competitive Badminton

Physical Education 29C, Off-Season Conditioning for Badminton

Physical Education 30B, Competitive Baseball  
Physical Education 30C, Off-Season Conditioning for Baseball  
Physical Education 31B, Competitive Basketball  
Physical Education 31C, Off-Season Conditioning for Basketball  
Physical Education 32B, Competitive Cross Country  
Physical Education 32C, Off-Season Conditioning for Cross Country  
Physical Education 33B, Competitive Football  
Physical Education 33C, Off-Season Conditioning for Football  
Physical Education 34B, Competitive Golf  
Physical Education 34C, Off-Season Conditioning for Golf  
Physical Education 35B, Pep and Cheer  
Physical Education 36B, Competitive Soccer  
Physical Education 36C, Off-Season Conditioning for Soccer  
Physical Education 37B, Competitive Softball  
Physical Education 37C, Off-Season Conditioning for Softball  
Physical Education 38B, Competitive Tennis  
Physical Education 38C, Off-Season Conditioning for Tennis  
Physical Education 39B, Competitive Track and Field  
Physical Education 39C, Off-Season Conditioning for Track and Field  
Physical Education 40B, Competitive Volleyball  
Physical Education 40C, Off-Season Conditioning for Volleyball  
Physical Education 41B, Competitive Wrestling  
Physical Education 41C, Off-Season Conditioning for Wrestling  
Physical Education 42B, Competitive Water Polo  
Physical Education 42C, Off-Season Conditioning for Water Polo  
Physical Education 45, Performance Training and Conditioning Techniques for Intercollegiate Athletics  
Physical Education 62, Introduction to Kinesiology  
Physics 2A, General Physics 1  
Physics 2B, General Physics 2

3. **FASHION MERCHANDISING (voc)**

*Certificate*

**Courses added, existing**

Marketing 14, Retailing

Marketing 17, Visual Merchandising

Marketing 22, Introduction to Fashion Merchandising

# Fresno City College

Office of Instruction

## PROPOSED REVISED PROGRAMS

Effective Spring 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

1. **ADVANCED CULINARY ARTS #5686 (voc)**

*Certificate*

**Course added, new**

Food and Nutrition 2, Advanced Food Preparation

**Course added, existing**

Food Service Management 19, Work Experience (Cooperative), Occupational

**Courses revised**

Food Service Management 11, Food Service Supervision

Food Service Management 15, Food Production Management

Food Service Management 25, Food and Beverage Purchase and Control

**Course deleted (from program only)**

Food Service Management 38, Quantity Food Preparation

**Course deleted (from curriculum)**

Food Service Management 149, Food Service Internship

2. **ANTHROPOLOGY #7100**

*Associate in Arts*

**Courses added, new**

Anthropology 8, Language and Culture

Anthropology 10, Archaeological Field and Laboratory Methods

**Courses revised**

Anthropology 1, Biological Anthropology

Anthropology 2, Cultural Anthropology

Anthropology 2H, Honors Cultural Anthropology

Anthropology 4, Introduction to Archaeology

**Courses deleted (from program only)**

African-American Studies 1, Introduction to African American Studies

African-American Studies 6, African Cultures and Languages

African-American Studies 41, African-American Women's Studies

American Indian Studies 31, American Indian Culture

American Indian Studies 34, The American Indian in Contemporary Society

American Studies 10, American Pluralism: A Search for Common Ground in a Multicultural Society

Asian-American Studies 10, Hmong Culture

Asian-American Studies 15, Introduction to Asian-Americans

Asian-American Studies 25, Asian-American Social Issues

Asian-American Studies 30, Asian-American Women

American Sign Language 5, Deaf Culture

Biology 5, Human Biology

Biology 20, Human Anatomy

Chicano-Latino Studies 11, Introduction to Chicano-Latino Studies

Chicano-Latino Studies 22, Pre-Columbian Art

Chicano-Latino Studies 24, La Chicana and Latina

Child Development 15, Diversity and Culture in Early Care and Education Programs

Child Development 30, Child, Family, and Community

Communication 20, Community Involvement

Cultural Studies 10, Islamic Culture

English 14, Folklore

English 36, Women in Literature

Film 3, Film and Culture

Film 5, Digital Filmmaking  
 Geography 2, Cultural Geography  
 History 3, History of Ancient Rome  
 History 18, History of Ancient Greece  
 History 30, California History  
 Human Services 10, Introduction to Aging Studies  
 Human Services 30, Group and Community Social Services  
 Journalism 16, Race, Gender and the Media  
 Linguistics 10, Introduction to Language  
 Paralegal 16, Environmental Law  
 Philosophy 1D, Ethics  
 Philosophy 2, Critical Reasoning and Analytic Writing  
 Psychology 5, Social Psychology  
 Psychology 15, Philosophy of Religion  
 Psychology 36, Biological Psychology  
 Sociology 1B, Critical Thinking about Social Problems  
 Women's Studies 10, Changing Roles of Women  
 Women's Studies 47, Introduction to Lesbian and Gay Studies  
**Courses deleted (from curriculum)**  
 Anthropology 4L, Archaeological Field Methods  
 Anthropology 5, Archaeological Laboratory Methods

3. **ANTHROPOLOGY – ARCHAEOLOGY ARCHAEOLOGICAL TECHNICIAN #7120**

*Certificate of Achievement*

**Course added, new**

Anthropology 10, Archaeological Field and Laboratory Methods

**Courses revised**

Anthropology 1, Biological Anthropology  
 Anthropology 2, Cultural Anthropology  
 Anthropology 2H, Honors Cultural Anthropology  
 Anthropology 4, Introduction to Archaeology

**Course deleted (from program only)**

Interdisciplinary Studies 7, Museum Studies

**Courses deleted (from curriculum)**

Anthropology 4L, Archaeological Field Methods  
 Anthropology 5, Archaeological Laboratory Methods

4. **ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER #5445**

*Associate in Arts*

**Course added, new**

Theatre Arts 38, Script Analysis

**Courses added, existing**

Theatre Arts 30, Theatre Appreciation  
 Theatre Arts 42, Beginning Acting for Theatre Majors

**Courses revised**

Theatre Arts 23, Technical Theatre Practicum  
 Theatre Arts 25, Stagecraft  
 Theatre Arts, 27B, Introduction to Lighting Design  
 Theatre Arts 28, Introduction to Stage Makeup  
 Theatre Arts 31, Theatre History and Dramatic Literature I  
 Theatre Arts 36, Costume Design  
 Theatre Arts 40, Performance Practicum  
 Theatre Arts 41, Beginning Acting  
 Theatre Arts 43, Intermediate Acting

5. **BASIC CULINARY ARTS #5684 (voc)**  
*Certificate*  
**Course added, existing**  
 Food and Nutrition 1, Principles of Food Preparation  
**Courses revised**  
 Computer Information Technology 15, Computer Concepts  
 Food and Nutrition 42, Child Nutrition  
 Food Service Management 35, Food Services, Sanitation, Safety and Equipment  
 Food Service Management 144, Presenting Service for Food Service Professionals  
 Food Service Management 146, Elementary Food Service Computation I  
**Course deleted (from curriculum)**  
 Food Service Management 160, Basic Skills: Basic Foods
6. **CHILD NUTRITION #5692 (voc)**  
*Certificate of Achievement*  
**Courses revised**  
 Food and Nutrition 1, Principles of Food Preparation  
 Food and Nutrition 35, Nutrition and Health  
 Food Service Management 11, Food Service Supervision  
 Food Service Management 15, Food Production Management  
 Food Service Management 19, Work Experience (Cooperative), Occupational  
 Food Service Management 25, Food and Beverage Purchase and Control  
 Food Service Management 38, Quantity Food Preparation  
**Course deleted (from curriculum)**  
 Food Service Management 160, Basic Skills: Basic Foods
7. **COMPUTER APPLICATIONS SOFTWARE #2202 (voc)**  
*Certificate*  
**Course added, existing**  
 Business & Technology 33, Emerging Technologies for the Business Professional  
**Course deleted (from program only)**  
 Business & Technology 14, Windows
8. **COMPUTER INFORMATION SYSTEMS #2701 (voc)**  
*Associate in Science*  
**Courses added, new**  
 Computer Information Technology 62, Beginning Objective C Programming  
 Computer Information Technology 65, Android Programming Applications  
**Courses added, existing**  
 Computer Information Technology 28, Client/Server Databases  
**Courses revised**  
 Computer Information Technology 15, Computer Concepts  
 Computer Information Technology 60, Beginning Visual Basic  
 Computer Information Technology 63, Beginning Java Programming  
 Computer Information Technology 66, Beginning C++ Programming  
 Computer Information Technology 68, Advanced Programming Applications  
 Computer Information Technology 69, iOS Programming Applications  
**Courses deleted (from program only)**  
 Accounting 4B, Managerial Accounting  
 Accounting 4BH, Honors Managerial Accounting  
 Business Administration 18, Business and the Legal Environment  
 Decision Science 21, Finite Mathematics  
 Decision Science 23, Business Statistics  
 Economics 40, Introduction to Microeconomics  
 Economics 40H, Honors Introduction to Microeconomics  
 Economics 50, Introduction to Macroeconomics  
 Economics 50H, Honors Introduction to Macroeconomics  
**Courses deleted (from curriculum only)**  
 Computer Information Technology 64, Advanced Java Programming  
 Computer Information Technology 67, Advanced C++ Programming

9. **DESIGN/TECHNICAL THEATRE STUDIES #5482**

*Associate in Arts*

**Courses added, new**

Theatre Arts 38, Script Analysis

Theatre Arts 39A, Intermediate Crew Practicum I

Theatre Arts 39B, Intermediate Crew Practicum II

**Courses added, existing**

Theatre Arts 29B, Advanced Technical Theatre Practicum II

Theatre Arts 45, Kennedy Center American College Theater Festival Topics

**Courses revised**

Theatre Arts 15C, Creative Writing: Playwriting

Theatre Arts 23, Technical Theatre Practicum

Theatre Arts 25, Stagecraft

Theatre Arts 27A, Introduction to Scenic Design

Theatre Arts 27B, Introduction to Lighting Design

Theatre Arts 28, Introduction to Stage Makeup

Theatre Arts 29A, Advanced Technical Theatre Practicum I

Theatre Arts 30, Theatre Appreciation

Theatre Arts 31, Theatre History and Dramatic Literature I

Theatre Arts 32, Theatre History and Dramatic Literature II

Theatre Arts 35, Costume Crafts

Theatre Arts 36, Costume Design

Theatre Arts 40, Performance Practicum

Theatre Arts 41, Beginning Acting

Theatre Arts 42, Beginning Acting for Theatre Majors

**Course deleted (from program only)**

Theatre Arts 43, Intermediate Acting

10. **DIETARY AIDE #5750 (voc)**

*Certificate*

**Courses revised**

Food and Nutrition 40, Nutrition

Food and Nutrition 45, Therapeutic Diets

Food Service Management 19, Work Experience (Cooperative), Occupational

Food Service Management 35, Food Services, Sanitation, Safety and Equipment

11. **DIETETIC SERVICE SUPERVISOR #5681 (voc)**

*Certificate of Achievement*

**Courses revised**

Food and Nutrition 1, Principles of Food Preparation

Food and Nutrition 40, Nutrition

Food and Nutrition 45, Therapeutic Diets

Food Service Management 11, Food Service Supervision

Food Service Management 19, Work Experience (Cooperative), Occupational

Food Service Management 35, Food Services, Sanitation, Safety and Equipment

Food Service Management 38, Quantity Food Preparation

12. **FOOD AND NUTRITION #5682 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses added, existing**

Biology 11A, Biology for Science Majors I

Biology 11AH, Honors Biology for Science Majors I

**Courses revised**

Computer Information Technology 15, Computer Concepts

Food and Nutrition 1, Principles of Food Preparation

Food and Nutrition 40, Nutrition

Food and Nutrition 41, Sports Nutrition

Food and Nutrition 42, Child Nutrition

Food and Nutrition 43, Women's Nutrition

Food and Nutrition 45, Therapeutic Diets  
Food Service Management 11, Food Service Supervision  
Food Service Management 15, Food Production Management  
Food Service Management 19, Work Experience (Cooperative), Occupational  
Food Service Management 25, Food and Beverage Purchase and Control  
Food Service Management 35, Food Services, Sanitation, Safety and Equipment  
Food Service Management 38, Quantity Food Preparation

**Courses deleted (from curriculum)**

Biology 1, Principles of Biology  
Biology 1H, Honors Principles of Biology

13. **FOOD SERVICE MANAGEMENT #5691 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses revised**

Computer Information Technology 15, Computer Concepts  
Food and Nutrition 1, Principles of Food Preparation  
Food and Nutrition 35, Nutrition and Health  
Food and Nutrition 40, Nutrition  
Food Service Management 11, Food Service Supervision  
Food Service Management 15, Food Production Management  
Food Service Management 19, Work Experience (Cooperative), Occupational  
Food Service Management 25, Food and Beverage Purchase and Control  
Food Service Management 35, Food Services, Sanitation, Safety and Equipment  
Food Service Management 38, Quantity Food Preparation

14. **INFORMATION SECURITY I #2714 (voc)**

*Certificate*

**Courses revised**

Computer Information Technology 57, Wireless Networking for Home and Office  
Computer Information Technology 58A, Principles of Information Security  
Computer Information Technology 58B, Operating System Security  
Computer Information Technology 58C, Network Security Fundamentals

15. **INFORMATION SECURITY II #2715 (voc)**

*Certificate*

**Courses revised**

Computer Information Technology 58D, Network Defense and Countermeasures  
Computer Information Technology 58E, Firewalls and Network Security  
Computer Information Technology 58F, Ethical Hacking

16. **INTERMEDIATE CULINARY ARTS #5685 (voc)**

*Certificate*

**Course added, existing**

Food Service Management 38, Quantity Food Preparation

**Courses revised**

Food Service Management 35, Food Services, Sanitation, Safety and Equipment  
Food Service Management 147, Elementary Food Service Computation Ii

**Course deleted (from program only)**

Food and Nutrition 1, Principles of Food Preparation

17. **LIBERAL ARTS WITH AN EMPHASIS IN ANTHROPOLOGY/CRIMINOLOGY #5106**

*Associate in Arts*

**Course added, new**

Anthropology 10, Archaeological Field and Laboratory Methods

**Courses revised**

Anthropology 1, Biological Anthropology  
Anthropology 2, Cultural Anthropology  
Anthropology 2H, Cultural Anthropology



Anthropology 4, Introduction to Archaeology  
**Course deleted (from curriculum)**  
Anthropology 5, Archaeological Field Methods

18. **LIBERAL ARTS WITH AN EMPHASIS IN ANTHROPOLOGY/ECONOMICS/GEOGRAPHY #5107**

*Associate in Arts*

**Course added, new**

Anthropology 8, Language and Culture

**Courses revised**

Anthropology 1, Biological Anthropology

Anthropology 2, Cultural Anthropology

Anthropology 2H, Cultural Anthropology

19. **LIBRARY TECHNOLOGY #5171 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses revised**

Library Skills 2, Information and Computer Literacy

Library Technology 51, Introduction to Library Services

Library Technology 52A, Organization of Information

Library Technology 52B, Collection Management

Library Technology 54, Literature and Services for Youth

Library Technology 55, Library Public Service

Library Technology 56, Information Technology

Library Technology 57, Reference: Print and Online Resources

20. **LIFE SCIENCE #6080**

*Associate in Science*

**Courses added, existing**

Biology 21A, Human Anatomy & Physiology I

Biology 21B, Human Anatomy & Physiology II

**Courses revised**

Biology 3, Introduction to Life Science

Biology 3H, Honors Introduction to Life Science

Biology 4, Principles of Zoology

Biology 5, Human Biology

Biology 6, Principles of Botany

Biology 7, Field Biology

Biology 11A, Biology for Science Majors I

Biology 11AH, Honors Biology for Science Majors I

Biology 11B, Biology for Science Majors II

Biology 20, Human Anatomy

Biology 22, Human Physiology

Biology 31, Microbiology

Biology 46, Elementary Horticulture

**Course deleted (from program only)**

Biology 24, Human Anatomy and Physiology

**Courses deleted (from curriculum)**

Biology 1, Principles of Biology

Biology 1H, Honors Principles of Biology

21. **MARKETING #2110 (voc)**

*Associate of Science*

**Course added existing**

Business & Technology 115, Refresher Math

**Course deleted (from curriculum)**

Decision Science 117, Business Mathematics

22. **MCTS NETWORKING #2722 (voc)**

*Certificate of Achievement*

**Courses revised**

Computer Information Technology 50, Fundamentals of Networking  
Computer Information Technology 51, MCSE Network Infrastructure  
Computer Information Technology 52, MCSE Directory Services  
Computer Information Technology 55, MCSE Network Security

**Courses deleted (from curriculum)**

Computer Information Technology 53, MCSE Directory Infrastructure  
Computer Information Technology 54, MCSE Network Services  
Computer Information Technology 56, MCSE ISA

23. **MICROCOMPUTER SOFTWARE SPECIALIST #2705 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses added, existing**

Computer Information Technology 23, Spreadsheet Fundamentals  
Computer Information Technology 26, Database Fundamentals  
Computer Information Technology 28, Client/Server Databases  
Computer Information Technology 40, Computer Operating Systems  
Computer Information Technology 50, Fundamentals of Networking

**Courses revised**

Computer Information Technology 15, Computer Concepts  
Computer Information Technology 17, Windows Vista Basics  
Computer Information Technology 20, Microsoft Office

**Courses deleted (from program only)**

Accounting 4A, Financial Accounting  
Accounting 4AH, Honors Financial Accounting  
Business Administration 28, E-Law and Ethics  
Business & Technology 106, Computer Keyboarding  
Computer Information Technology 19, Work Experience (Cooperative), Occupational  
Computer Information Technology 45, Data Communications  
Computer Information Technology 60, Beginning Visual Basic  
Computer Information Technology 68, Advanced Programming Applications  
Computer Information Technology 80, Internet Basics  
Computer Information Technology 81, World Wide Web Research  
Computer Information Technology 260, Computer Skills Lab  
Mathematics 201, Elementary Algebra

**Courses deleted (from curriculum)**

Computer Information Technology 21, Advanced Microsoft Office  
Computer Information Technology 29, PowerPoint

24. **NETWORKING/COMPUTER TECHNICIAN #2720 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses revised**

Computer Information Technology 15, Computer Concepts  
Computer Information Technology 40, Computer Operating Systems  
Computer Information Technology 45, Data Communications  
Computer Information Technology 50, Fundamentals of Networking

25. **PARALEGAL #2550 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses revised**

Paralegal 1, Introduction to Paralegalism  
Paralegal 2A, Legal Research and Writing I  
Paralegal 2B, Legal Research and Writing II  
Paralegal 3, Family Law  
Paralegal 4, Probate  
Paralegal 5, Business Organizations  
Paralegal 6A, Litigation I  
Paralegal 6B, Litigation II

Paralegal 7, Law Office Practices  
Paralegal 8, Torts/Contracts  
Paralegal 9, Real Property  
Paralegal 10, Criminal Law and Procedures  
Paralegal 11, Evidence  
Paralegal 12, Bankruptcy  
Paralegal 13, Discovery and Trial Preparation  
Paralegal 14, Law Office Computing  
Paralegal 15, Debt Collection and Enforcement of Judgments  
Paralegal 16, Environmental Law  
Paralegal 17, Administrative Law/Workers' Compensation  
Paralegal 18, Employment Law  
Paralegal 19, Work Experience (Cooperative), Occupational  
Paralegal 20, Civil Rights and Liberties

26. **PHOTOGRAPHY, COMMERCIAL PHOTOGRAPHY #5222 (voc)**

*Certificate of Achievement*

**Courses revised**

Photography 23, Photoshop 2: Digital Darkroom  
Photography 26, Lighting Principles  
Photography 32, Commercial Portraiture  
Photography 40, Professional Photographic Practices

27. **PHOTOGRAPHY, DIGITAL PHOTOGRAPHY #5223 (voc)**

*Certificate of Achievement*

**Courses revised**

Photography 18, Digital Black and White Photography  
Photography 23, Photoshop 2: Digital Darkroom  
Photography 40, Professional Photographic Practices  
Photography 47, Book/Video Publishing

28. **PHOTOGRAPHY, FINE ART PHOTOGRAPHY #5224 (voc)**

*Certificate of Achievement*

**Courses revised**

Photography 15, Photography and Visual Literacy  
Photography 17, Classic Black and White Photography  
Photography 23, Photoshop 2: Digital Darkroom  
Photography 27, Alternative Photographic Processes

29. **PHOTOGRAPHY, PHOTOJOURNALISM #5225 (voc)**

*Certificate of Achievement*

**Courses revised**

Photography 30, Editorial Photography  
Photography 37, Editorial Portraiture  
Photography 40, Professional Photographic Practices  
Photography 47, Video/Book Publishing

30. **PHOTOGRAPHY, PROFESSIONAL PHOTOGRAPHY – FORMERLY PHOTOGRAPHY #5221 (voc)**

*Associate in Science*

**Course added, new**

Photography 57, Applied Color and Alternative Photographic Media

**Course added, existing**

Photography 6, Digital Camera Fundamentals

**Courses revised**

Photography 5, Introduction to Photography  
Photography 12, Photoshop 1: Photoshop for Photographers  
Photography 15, Photography and Visual Literacy  
Photography 17, Classical Black and White Photography  
Photography 18, Digital Black and White Photography  
Photography 23, Photoshop 2: Digital Darkroom

Photography 26, Lighting Principles  
Photography 27, Alternative Photographic Processes  
Photography 30, Editorial Photography  
Photography 32, Commercial Photography  
Photography 37, Editorial Photography  
Photography 40, Professional Photographic Practices

Photography 45, Advanced Projects  
Photography 47, Book/Video Publishing

31. **PHOTOGRAPHY, PROFESSIONAL PHOTOGRAPHY – FORMERLY PHOTOGRAPHY #5221 (voc)**

*Certificate of Achievement*

**Courses revised**

Photography 5, Introduction to Photography  
Photography 12, Photoshop 1: Photoshop for Photographers  
Photography 15, Photography and Visual Literacy  
Photography 17, Classical Black and White Photography  
Photography 18, Digital Black and White Photography  
Photography 23, Photoshop 2: Digital Darkroom  
Photography 26, Lighting Principles  
Photography 27, Alternative Photographic Processes  
Photography 30, Editorial Photography  
Photography 32, Commercial Photography  
Photography 37, Editorial Photography  
Photography 40, Professional Photographic Practices  
Photography 45, Advanced Projects  
Photography 47, Book/Video Publishing

32. **PREPARATION IN MICROSOFT OFFICE #2710 (voc)**

*Certificate*

**Courses revised**

Computer Information Technology 20, Microsoft Office  
Computer Information Technology 23, Spreadsheet Fundamentals  
Computer Information Technology 24, Advanced Spreadsheets  
Computer Information Technology 26, Database Fundamentals

**Courses deleted (from curriculum)**

Computer Information Technology 27, Advanced Databases  
Computer Information Technology 29, PowerPoint

33. **SYSTEM SUPPORT SPECIALIST #2723 (voc)**

*Certificate*

**Courses revised**

Computer Information Technology 40, Computer Operating Systems  
Computer Information Technology 45, Data Communications  
Computer Information Technology 48, A+ and Server+ Systems Fundamentals

34. **THEATRE ARTS #5440**

*Associate in Arts*

**Courses added, new**

Theatre Arts 38, Script Analysis  
Theatre Arts 48B, Teasers

**Course added, existing**

Theatre Arts 36, Costume Design

**Courses revised**

Theatre Arts 15C, Creative Writing: Playwriting  
Theatre Arts 23, Technical Theatre Practicum  
Theatre Arts 25, Stagecraft  
Theatre Arts 28, Introduction to Stage Makeup  
Theatre Arts 30, Theatre Appreciation  
Theatre Arts 31, Theatre History and Dramatic Literature I

Theatre Arts 32, Theatre History and Dramatic Literature II  
Theatre Arts 35, Costume Crafts  
Theatre Arts 40, Performance Practicum  
Theatre Arts 41, Beginning Acting  
Theatre Arts 42, Beginning Acting for Theatre Majors  
Theatre Arts 43, Intermediate Acting  
Theatre Arts 44, Actors Workshop  
Theatre Arts 45, Kennedy Center American College Theater  
Theatre Arts 46, Voice for the Actor  
Theatre Arts 48, Teasers

35. **WEB DEVELOPER #2742 (voc)**

*Associate in Science and Certificate of Achievement*

**Courses revised**

Computer Information Technology 15, Computer Concepts  
Computer Information Technology 28, Client/Server Databases  
Computer Information Technology 82, Web Technologies  
Computer Information Technology 85, Creating Websites  
Computer Information Technology 90, Data Driven Websites  
Computer Information Technology 93, Client Side Scripting  
Computer Information Technology 94, Server Side Scripting

**Courses deleted (from program only)**

Business Administration 28, E-Law and Ethics  
Business Administration 48, E-Business  
Computer Information Technology 40, Computer Operating Systems  
Computer Information Technology 45, Data Communications  
Computer Information Technology 50, Fundamentals of Networking  
Computer Information Technology 60, Beginning Visual Basic  
Computer Information Technology 63, Beginning Java Programming  
Computer Information Technology 66, Beginning C++ Programming  
Computer Information Technology 68, Advanced Programming Applications  
Computer Information Technology 80, Internet Basics  
Computer Information Technology 81, World Wide Web Research

**Course deleted (from curriculum)**

Computer Information Technology 64, Advanced Java Programming

36. **WEB PAGE DEVELOPMENT #2741 (voc)**

*Certificate*

**Courses revised**

Computer Information Technology 82, Web Technologies  
Computer Information Technology 85, Creating Websites  
Computer Information Technology 93, Client Side Scripting

# **Fresno City College**

Office of Instruction

## **PROPOSED DELETED PROGRAMS**

Effective Spring 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

1. **DATA ENTRY TECHNICIAN #2716 (voc)**  
*Certificate of Achievement*  
No student has ever received this certificate.
2. **MCSE CORE #2721 (voc)**  
*Certificate*  
Certificate is no longer being offered.
3. **MICROSOFT ACCESS #2707 (voc)**  
*Certificate*  
Certificate is no longer being offered.
4. **MICROSOFT EXCEL #2709 (voc)**  
*Certificate*  
Program is no longer being offered.
5. **MICROSOFT OFFICE #2711 (voc)**  
*Certificate*  
Program is no longer being offered.

# Fresno City College

Office of Instruction

## PROPOSED NEW COURSES

Effective Spring 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### CREDIT, DEGREE APPLICABLE, TRANSFERABLE

- 1. Anthropology 8, Language and Culture, 3 units, 3 lecture hours. Advisory: Eligibility for English 1A.**  
Introductory foundation for understanding language from an anthropological perspective, addresses how, what, when, where, why and with whom we communicate. Surveys three areas in linguistic anthropology: structural, historical, and sociocultural linguistics emphasizing the relationship between language and culture. Issues of language conservation and loss. **(unique)**
- 2. Anthropology 10, Archaeological Field and Laboratory Methods, 4 units, 3 lecture hours, 3 lab hours. Prerequisite: Anthropology 4. Advisory: Eligibility for English 1A and Mathematics 201 recommended.**  
A hands-on, active learning supplement to Anthropology 4: Introduction to Archaeology. Includes skill sets for both archaeological field methods and archaeological laboratory methods and analysis. **(unique)**
- 3. Computer Information Technology 62, Beginning Objective C Programming, 4 units, 3.5 lecture hours, 1 lab hour. Prerequisite: Computer Information Technology 15.**  
Programming using the Objective C language. Emphasis on fundamentals including control, computation, functions, classes, object-oriented design and algorithm performance. Preparation for software development on the Mac and iOS platforms. **(voc) (unique)**
- 4. Computer Information Technology 65, Android Programming Applications, 4 units, 3.5 lecture hours, 1 lab hour. Prerequisite: Computer Information Technology 63.**  
An introduction to software development for the Android platform. Create Android applications that can run on smart phones, tablets and other devices. Explore user interface (UI) considerations for Android devices. Use Java and XML to write object-oriented programs emphasizing the use of classes, abstraction and inheritance, controller and delegate patterns, and core objects used in the Android software development kit. **(voc) (unique)**
- 5. Dance 32, Dance Theatre Performance 2, 3 units, 1 lecture hour, 5-7 lab hours. Prerequisite: Dance 22. Advisory: For Choreographers: Eligibility for English 1A recommended. For performers: Previous Modern Dance, Ballet and Jazz experience or concurrent enrollment.**  
Intermediate/advanced-level dance technique and conditioning, improvisation, choreography, rehearsal, and performance for formal theatrical presentation. **(unique)**
- 6. Food and Nutrition 2, Advanced Food Preparation, 3 units, 1.5 lecture hours, 4.5 lab hours. Prerequisite: Food and Nutrition 1.**  
Advanced food preparation techniques. Emphasizes proper food handling, sanitation, plating, and balance in menus. **(voc) (unique)**
- 7. Learning Assistance 2A, Tutor Training: Level I, 1 unit, 2 lecture hours, 2 lab hours, (9 weeks). Prerequisite: None.**  
Introductory course for writing and reading tutors. Designed to develop peer-tutoring skills for one-on-one sessions with tutees from varying educational backgrounds. Overview of tutorial theory and effective practices. Discussion of meta-cognitive activities for tutoring reading and writing. Prepares student for Tutor Training Level II. This course is open for writing tutors employed by the Writing and Reading Center only. **(unique)**

8. **Learning Assistance 2B, Tutor Training: Level II, 1 unit, 2 lecture hours, 2 lab hours, (9 weeks). Prerequisite: Learning Assistance 2A.**  
This course provides instruction and guided practice in group tutoring and online tutoring with an emphasis on developmental reading and writing and English as a Second Language. **(unique)**
9. **Photography 57, Applied Color and Alternative Photographic Media, 3 units, 2 lecture hours, 3 lab hours. Prerequisite: Photography 12. Advisory: Photography 23.**  
Developing a personal vision by seeing and working with digital media using various media and methods for creating photographic images. Contemporary, non-silver, and digital processes will be used and combined for representational and non-representational images. Color Theory and Color Management in the photographic medium and its relationship to alternative media. Field trips as required. May be used as an elective for the Fine Art, Digital or Commercial Photography Degree or Certificate. **(voc) (unique)**
10. **Physical Education 26, Sports Psychology, 3 units, 3 lecture hours. Advisory: Eligibility for English 1A recommended.**  
Physical Education 26 is the study and application of psychological principles and foundations to sport and exercise across the lifespan activity contests. This course is designed to promote and understanding of the concepts and applied principles of sport and exercise psychology. Findings and principles from the sport and exercises psychology literature will be applied to sport and physical activity participants, ranging from youth sport and community exercise programs to elite and world class performers. **(unique)**
11. **Theatre Arts 38, Script Analysis, 3 units, 3 lecture hours. Advisory: Eligibility for English 1A recommended.**  
Principles, theories and techniques of play script analysis for theatrical production. **(unique)**
12. **Theatre Arts 39B, Intermediate Crew Practicum II, 1 unit, 3 lab hours. Prerequisite: Theatre Arts 39A.**  
Leadership roles on a theatrical crew. **(unique)**
13. **Theatre Arts 44B, Actors Workshop 2, 3 units, 2 lecture hours, 3 lab hours. Prerequisite: Theatre Arts 41 and 44A. Advisory: Eligibility for English 1A recommended.**  
Skill development for actors with advanced acting experience. Explores elements of performance styles, scene work of classical and contemporary materials and auditioning techniques. **(unique)**
14. **Theatre Arts 48B, Teasers II, 1 unit, .25 lecture hour, 2 lab hours. Advisory: Eligibility for English 1A recommended.**  
Techniques for collaborative work on the creation, rehearsal and performance of new plays for public presentation. Participation in a Fresno College production of Teasers is required. **(unique)**

#### **CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

**Business & Technology 134, Exploration of Careers in Business, 2 units, 1 lecture hour, 2 lab hours. Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.**  
Students will use career exploration tools and engage with local employers as they assess their interest in, and explore the many options for, a career in business. Emphasis will be on the planning and communication skills needed to analyze career options and prepare for today's job market. **(voc) (unique)**

#### **CREDIT, NONDEGREE APPLICABLE, NONTRANSFERABLE**

**Biology 222, Biology Skills, 1 unit, 2 lecture hours, (9 weeks), (Pass/No Pass). Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 and Mathematics 201 recommended.**  
An introductory class for students seeking to develop foundation skills in biological science. **(unique)**



# Fresno City College

Office of Instruction

## PROPOSED REVISED COURSES

Effective Spring 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### CREDIT, DEGREE APPLICABLE, TRANSFERABLE

1. **Anthropology 1, Biological Anthropology, 3 units, 3 lecture hours.** Revised course description, objectives, texts, content, and student learning outcomes. **(common)**
2. **Anthropology 2, Cultural Anthropology, 3 units, 3 lecture hours.** Revised course description, objectives, texts, and content. **(common)**
3. **Anthropology 2H, Honors Cultural Anthropology, 3 units, 3 lecture hours, (Formerly Honors 2A).** Revised course description, objectives, texts, and content. **(In lieu of RC's ANTHRO 2)**
4. **Anthropology 4, Introduction to Archaeology, 3 units, 3 lecture hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A.** Revised course description, objectives, texts, and content. **(unique)**
5. **Biology 3, Introduction to Life Science, 4 units, 3 lecture hours, 2 lab hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(common)**
6. **Biology 3H, Honors Introduction to Life Science, 4 units, 3 lecture hours, 2 lab hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(In lieu of RC's BIOL 3)**
7. **Biology 4, Principles of Zoology, 5 units, 3 lecture hours, 6 lab hours, (Formerly Zoology 1).** Revised course prerequisite to read: **Prerequisite: Biology 3 or 11A or equivalent, and Mathematics 103 or equivalent, each with a grade of "C" or better. Completion within the last 5 years recommended.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, texts, out-of-class assignments, methods of instruction, and student learning outcomes. **(unique)**
8. **Biology 5, Human Biology, 4 units, 3 lecture hours, 2 lab hours.** Revised course description, texts, out-of-class assignments, and content. **(common)**
9. **Biology 6, Principles of Botany, 5 units, 3 lecture hours, 6 lab hours, (Formerly Botany 1).** Revised course prerequisite to read: **Prerequisite: Biology 3 or 11A or equivalent, and Mathematics 103 or equivalent, each with a grade of "C" or better. Completion within the last five years recommended.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, methods of evaluation and methods of instruction. **(unique)**
10. **Biology 7, Field Biology, 4 units, 3 lecture hours, 3 lab hours.** Revised course units to **5.** Revised course hours to **3 lecture hours, 6 lab hours.** Revised course prerequisite to read: **Prerequisite: Biology 3 or 11A with a grade of "C" or better. Completion within the last 5 years recommended.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(unique)**
11. **Biology 11A, Biology for Science Majors I, 5 units, 4 lecture hours, 3 lab hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(common)**

12. **Biology 11AH, Honors Biology for Science Majors I, 5 units, 4 lecture hours, 3 lab hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(In lieu of RC's BIOL 11A)**
13. **Biology 11B, Biology for Science Majors II, 5 units, 3 lecture hours, 6 lab hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(common)**
14. **Biology 20, Human Anatomy, 4 units, 3 lecture hours, 3 lab hours.** Revised course prerequisite to read: **Prerequisite: Biology 5 or 11A with a grade of "C" or better. Completion within the last year recommended.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(common)**
15. **Biology 21A, Human Anatomy & Physiology I, 4 units, 3 lecture hours, 3 lab hours.** Revised course prerequisite to read: **Prerequisite: Biology 5 or 11A and Chemistry 3A with a grade of "C" or better.** Revised course texts, content and student learning outcomes. **(unique)**
16. **Biology 21B, Human Anatomy & Physiology II, 5 units, 4 lecture hours, 3 lab hours.** Revised course advisory to read: **Advisory: English 1A.** Revised course texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(unique)**
17. **Biology 22, Human Physiology, 5 units, 4 lecture hours, 3 lab hours.** Revised course advisory to read: **Advisory: English 1A recommended.** Revised course texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(common)**
18. **Biology 24, Human Anatomy and Physiology, 5 units, 4 lecture hours, 3 lab hours.** Revised course prerequisite to read: **Prerequisite: Biology 5 or 11A with a grade of "C" or better.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(unique)**
19. **Biology 31, Microbiology, 5 units, 3 lecture hours, 5 lab hours.** Revised course prerequisite to read: **Prerequisite: Biology 5 or 11A or equivalent and Chemistry 3A or equivalent each with a grade "C" or better. Completion within the last five years recommended.** Revised course advisory to read: **Advisory: English 1A.** Revised course texts, out-of-class assignments and content. **(common)**
20. **Biology 46, Elementary Horticulture, 4 units, 3 lecture hours, 2 lab hours.** Revised course texts, methods of evaluation, content and student learning outcomes. **(unique)**
21. **Biology 47, Topics in Biology, 1-3 units, 1-3 lecture hours, 0-3 lab hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(unique)**
22. **Business & Technology 18, Spreadsheet Fundamentals, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (See also Computer Information Technology 23), (Formerly Business Information Processing 18).** Revised advisory to read: **Advisory: Eligibility for English 1A and Mathematics 201 recommended.** Revised course description, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(voc) (In lieu of RC's IS 18)**
23. **Business & Technology 24, Beginning Excel, 1 unit, 1 lecture hour, 2 lab hours, (9 weeks), (See also Computer Information Technology 31), (Formerly Business Information Processing 24).** Revised advisory to read: **Advisory: Eligibility for English 1A and Mathematics 201 recommended.** Revised course description, texts, out-of-class assignments, methods of evaluation and content. **(voc) (unique)**
24. **Business & Technology 25, Microsoft Office, 3 units, 3 lecture hours, 1 lab hour, (See also Computer Information Technology 20), (Formerly Business Information Processing 25).** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised course texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(voc) (unique)**

25. **Business & Technology 26, Database Fundamentals, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (See also Computer Information Technology 26), (Formerly Business Information Processing 26).** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(voc) (unique)**
26. **Child Development 42, Child Nutrition, 3 units, 3 lecture hours, (See also Food and Nutrition 42).** Revised course objectives, texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**
27. **Communication 12, Fundamentals of Interpretation, 3 units, 3 lecture hours, (See also Theatre Arts 12), (Formerly Speech 12).** Revised courses title to **Fundamentals of Oral Interpretation.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(In lieu of RC's COMM 12)**
28. **Computer Information Technology 12, Computer Literacy, 3 units, 3 lecture hours, 1 lab hour, (Formerly Computer Information Systems 56 and Information Systems 12).** Revised advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course texts, out-of-class assignments, methods of evaluation, methods of instruction and student learning outcomes. **(In lieu of RC's IS 12)**
29. **Computer Information Technology 15, Computer Concepts, 3 units, 3 lecture hours, 1 lab hour, (Formerly Computer Information Systems 15 and Information Systems 15).** Revised advisory to read: **Advisory: Eligibility for English 1A and Mathematics 201 recommended.** Revised course texts, out-of-class assignments, methods of evaluation, and content. **(In lieu of RC's IS 15)**
30. **Computer Information Technology 17, Windows Vista Basics, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (Formerly Computer Information Systems 14 and Information Systems 14).** Revised course title to **Windows 7.** Revised advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, texts, out-of-class assignments, methods of evaluation, and content. **(voc) (unique)**
31. **Computer Information Technology 20, Microsoft Office, 3 units, 3 lecture hours, 1 lab hour, (See also Business & Technology 25), (Formerly Information Systems 25).** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised course texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**
32. **Computer Information Technology 23, Spreadsheet Fundamentals, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (See also Business & Technology 18), (Formerly Information Systems 5 and 18).** Revised advisory to read: **Advisory: Eligibility for English 1A and Mathematics 201 recommended.** Revised course description, texts, out-of-class assignments and methods of evaluation. **(voc) (In lieu of RC's IS 18)**
33. **Computer Information Technology 24, Advanced Spreadsheets, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (Formerly Information Systems 20).** Revised course texts, out-of-class assignments and methods of evaluation. **(voc) (unique)**
34. **Computer Information Technology 26, Database Fundamentals, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (See also Business & Technology 26), (Formerly Information Systems 6 and 26).** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**
35. **Computer Information Technology 28, Client/Server Databases, 3 units, 3 lecture hours, 1 lab hour.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised course description, texts, out-of-class assignments and methods of evaluation. **(voc) (unique)**
36. **Computer Information Technology 31, Beginning Excel, 1 unit, 1 lecture hour, 2 lab hours, (9 weeks), (See also Business & Technology 24), (Formerly Information Systems 24 and 74).** Revised advisory to read: **Advisory: Eligibility for English 1A and Mathematics 201 recommended.** Revised course description, texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**

37. **Computer Information Technology 40, Computer Operating Systems, 4 units, 3 lecture hours, 2 lab hours, (Formerly Information Systems 22).** Revised course texts, out-of-class assignments and student learning outcomes. **(voc) (unique)**
38. **Computer Information Technology 45, Data Communications, 3 units, 3 lecture hours, 1 lab hour, (Formerly Computer Information Systems and Information Systems 17).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course texts, out-of-class assignments, methods of evaluation, methods of instruction and student learning outcomes. **(voc) (unique)**
39. **Computer Information Technology 48, A+ and Server+ Systems Fundamentals, 3 units, 3 lecture hours, 1 lab hour, (Formerly Information Systems 238 and Computer Information Technology 238).** Revised course texts and out-of-class assignments. **(voc) (unique)**
40. **Computer Information Technology 50, Fundamentals of Networking, 4 units, 4 lecture hours, 1 lab hour, (Formerly Information Systems 28, 30, and 30A).** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(voc) (unique)**
41. **Computer Information Technology 51, MCSE Network Infrastructure, 4 units, 4 lecture hours, 1 lab hour, (Formerly Information Systems 30B).** Revised course title to **MCTS Network Infrastructure.** Revised course description, texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**
42. **Computer Information Technology 52, MCSE Directory Services, 4 units, 4 lecture hours, 1 lab hour, (Formerly Information Systems 30C).** Revised course title to **MCTS Directory Services.** Revised course description, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
43. **Computer Information Technology 55, MCSE Network Security, 4 units, 4 lecture hours, 1 lab hour, (Formerly Information Systems 30F).** Revised course title to **MCTS Network Security.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 45 and 50.** Revised course advisory to **None.** Revised course description, texts, out-of-class assignments and methods of evaluation. **(voc) (unique)**
44. **Computer Information Technology 57, Wireless Networking for Home and Office, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation and content. **(voc) (unique)**
45. **Computer Information Technology 58A, Principles of Information Security, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments and methods of evaluation. **(voc) (unique)**
46. **Computer Information Technology 58B, Operating System Security, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation and content. **(voc) (unique)**
47. **Computer Information Technology 58C, Network Security Fundamentals, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation and content. **(voc) (unique)**
48. **Computer Information Technology 58D, Network Defense and Countermeasures, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation and content. **(voc) (unique)**
49. **Computer Information Technology 58E, Firewalls and Network Security, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(voc) (unique)**
50. **Computer Information Technology 58F, Ethical Hacking, 3 units, 3 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(voc) (unique)**
51. **Computer Information Technology 60, Beginning Visual Basic, 3 units, 3 lecture hours, 1 lab hour, (Formerly Information Systems 35 and 47).** Revised course units to **4.** Revised course hours to **3.5 lecture hours, 1 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (In lieu of RC's IS 47)**

52. **Computer Information Technology 63, Beginning Java Programming, 4 units, 3.5 lecture hours, 1 lab hour, (Formerly Information Systems 33 and 39).** Revised course texts, out-of-class assignments, methods of evaluation, methods of instruction and content. **(voc) (unique)**
53. **Computer Information Technology 66, Beginning C++ Programming, 4 units, 3.5 lecture hours, 1 lab hour, (Formerly Information Systems 36).** Revised course texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**
54. **Computer Information Technology 68, Advanced Programming Applications, 4 units, 3.5 lecture hours, 1 lab hour.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 60, 62, 63 or 66.** Revised course texts, out-of-class assignments, and methods of evaluation. **(voc) (unique)**
55. **Computer Information Technology 69, iOS Programming Applications, 4 units, 3.5 lecture hours, 1 lab hour.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 62, 63 or 66.** Revised course texts and out-of-class assignments. **(voc) (unique)**
56. **Computer Information Technology 80, Internet Basics, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (Formerly Information Systems 7 and 40).** Revised course texts and out-of-class assignments. **(voc) (unique)**
57. **Computer Information Technology 81, World Wide Web Research, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (Formerly Information Systems 8 and 41).** Revised course advisory to read: **Advisory: Computer Information Technology 15.** Revised course texts, out-of-class assignments and methods of evaluation. **(voc) (unique)**
58. **Computer Information Technology 82, Web Technologies, 3 units, 3 lecture hours, 1 lab hour.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised course objectives, texts and out-of-class assignments. **(voc) (unique)**
59. **Computer Information Technology 85, Creating Websites, 3 units, 3 lecture hours, 1 lab hour.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 82.** Revised course advisory to **None.** Revised course texts, out-of-class assignments and content. **(voc) (unique)**
60. **Computer Information Technology 90, Data Driven Websites, 4 units, 3.5 lecture hours, 1 lab hour, (Formerly Information Systems 28).** Revised course advisory to read: **Advisory: Computer Information Technology 85.** Revised course texts, out-of-class assignments and methods of evaluation. **(voc) (unique)**
61. **Computer Information Technology 93, Client Side Scripting, 3 units, 3 lecture hours, 1 lab hour.** Revised course prerequisite to read: **Prerequisite: Computer Information Technology 15.** Revised course advisory to **None.** Revised course texts, out-of-class assignments, methods of evaluation and methods of instruction. **(voc) (unique)**
62. **Computer Information Technology 94, Server Side Scripting, 3 units, 3 lecture hours, 1 lab hour.** Revised course description, out-of-class assignments and content. **(voc) (unique)**
63. **Decision Science 21, Finite Mathematics, 3 units, 3 lecture hours, (Formerly Decision Science 22).** Revised course texts, out-of-class assignments, methods of evaluation, and student learning outcomes. **(unique)**
64. **Decision Science 23, Business Statistics, 4 units, 4 lecture hours, (Formerly Business Administration 23).** Revised course texts, out-of-class assignments, methods of evaluation, content and student learning outcomes. **(voc) (In lieu of RC's STAT 7)**
65. **English 15C, Creative Writing: Playwriting, 3 units, 3 lecture hours, (See also Theatre Arts 15C).** Revised course objectives, out-of-class assignments, content, methods of instruction and student learning outcomes. **(unique)**
66. **Food and Nutrition 1, Principles of Food Preparation, 3 units, 2 lecture hours, 3 lab hours, (Formerly Home Economics 1).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Mathematics 250 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content and methods of instruction. **(voc) (unique)**

67. **Food and Nutrition 35, Nutrition and Health, 3 units, 3 lecture hours, (Formerly Home Economics 60).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (common)**
68. **Food and Nutrition 40, Nutrition, 3 units, 3 lecture hours, (Formerly Home Economics 40).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (common)**
69. **Food and Nutrition 41, Sports Nutrition, 2 units, 2 lecture hours, (Formerly Home Economics 41).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
70. **Food and Nutrition 42, Child Nutrition, 3 units, 3 lecture hours, (See also Child Development 42), (Formerly Home Economics 42).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
71. **Food and Nutrition 43, Women's Nutrition, 2 units, 2 lecture hours, (See also Women's Studies 43), (Formerly Home Economics 43).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
72. **Food and Nutrition 45, Therapeutic Diets, 3 units, 3 lecture hours, (Formerly Home Economics 5).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Food and Nutrition 40 or equivalent strongly recommended. Concurrent enrollment in Food Service Management 19 is recommended.** Revised course texts, out-of-class assignments, methods of evaluation, and student learning outcomes. **(voc) (unique)**
73. **Food Service Management 11, Food Service Supervision, 2 units, 2 lecture hours, (Formerly Dietetic Services 11).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
74. **Food Service Management 15, Food Production Management, 2 units, 2 lecture hours, (Formerly Dietetic Services 15).** Revised course advisory to read: **Advisory: Foods Service Management 35 recommended. Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Mathematics 250 recommended. Concurrent enrollment in Food Service Management 19 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
75. **Food Service Management 19, Work Experience (Cooperative), Occupational, 1-8 units.** Revised course texts, methods of evaluation, and methods of instruction. **(voc) (unique)**
76. **Food Service Management 25, Food and Beverage Purchase and Control, 2 units, 2 lecture hours, (Formerly Food Services 66).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Mathematics 250 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
77. **Food Service Management 35, Food Services, Sanitation, Safety and Equipment, 2 units, 2 lecture hours, (Formerly Dietetic Services 35).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
78. **Food Service Management 38, Quantity Food Preparation, 3 units, 1 lecture hour, 6 lab hours, (Formerly Dietetic Services 58).** Revised course hours to **1.5 lecture hours, 4.5 lab hours.** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Mathematics 250 recommended. Food Service Management 35 and Food and Nutrition 1 recommended.** Revised course texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**

79. **History 17, History of Islam, 3 units, 3 lecture hours.** Revised course title to **History of the Muslim World to 1405.** Revised course methods of evaluation. **(unique)**
80. **Library Skills 1, Information Competency/Research Skills, 1 unit, 1 lecture hour.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(common)**
81. **Library Skills 2, Information and Computer Literacy, 3 units, 3 lecture hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(unique)**
82. **Library Technology 51, Introduction to Library Service, 3 units, 3 lecture hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
83. **Library Technology 52A, Organization of Information, 3 units, 3 lecture hours, (Formerly Library Technology 52).** Revised course description, objectives, texts, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
84. **Library Technology 52B, Collection Management, 1 unit, 1 lecture hour.** Revised course objectives, texts, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
85. **Library Technology 54, Literature and Services for Youth, 3 units, 3 lecture hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
86. **Library Technology 55, Library Public Service, 3 units, 3 lecture hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
87. **Library Technology 56, Information Technology, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
88. **Library Technology 57, Reference: Print and Online Sources, 3 units, 3 lecture hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
89. **Paralegal 1, Introduction to Paralegalism, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
90. **Paralegal 2A, Legal Research and Writing I, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
91. **Paralegal 2B, Legal Research and Writing II, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
92. **Paralegal 3, Family Law, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
93. **Paralegal 4, Probate, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
94. **Paralegal 5, Business Organizations, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
95. **Paralegal 6A, Litigation I, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, and methods of evaluation. **(voc) (unique)**

96. **Paralegal 6B, Litigation II, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, content, and methods of instruction. **(voc) (unique)**
97. **Paralegal 7, Law Office Practices, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
98. **Paralegal 8, Torts/Contracts, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
99. **Paralegal 9, Real Property, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
100. **Paralegal 10, Criminal Law and Procedure, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
101. **Paralegal 11, Evidence, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
102. **Paralegal 12, Bankruptcy, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
103. **Paralegal 13, Discovery and Trial Preparation, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
104. **Paralegal 14, Law Office Computing, 3 units, 2 lecture hours, 3 lab hour.** Revised course texts, out-of-class assignments, methods of evaluation, content, and methods of instruction. **(voc) (unique)**
105. **Paralegal 15, Debt Collection and Enforcement of Judgments, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
106. **Paralegal 16, Environmental Law, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
107. **Paralegal 17, Administrative Law/Workers' Compensation, 3 units, 3 lecture hours.** Revised course texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
108. **Paralegal 18, Employment Law, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
109. **Paralegal 19, Work Experience (Cooperative), Occupational, 1-8 units.** Revised course texts, out-of-class assignments, and methods of evaluation. **(voc) (unique)**
110. **Paralegal 20, Civil Rights and Liberties, 3 units, 3 lecture hours.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
111. **Photography 5, Introduction to Photography, 3 units, 3 lecture hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, and student learning outcomes. **(voc) (common)**
112. **Photography 6, Digital Camera Fundamentals, 3 units, 3 lecture hours.** Revised course title to **Digital Imaging Fundamentals.** Revised course hours to **2 lecture hours, 3 lab hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
113. **Photography 12, Photoshop 1: Photoshop for Photographers, 3 units, 2 lecture hours, 3 lab hours, (Formerly Photography 22).** Revised course description, objectives, texts, out-of-class assignments, content, and student learning outcomes. **(voc) (unique)**



114. **Photography 15, Photography and Visual Literacy, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
115. **Photography 17, Classic Black and White Photography, 3 units, 2 lecture hours, 3 lab hours, (Formerly Photography 10).** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
116. **Photography 18, Digital Black and White Photography, 3 units, 2 lecture hours, 3 lab hours, (Formerly Photography 20).** Revised course advisory to read: **Advisory: Photography 15.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
117. **Photography 23, Photoshop 2: Digital Darkroom, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
118. **Photography 26, Lighting Principles, 3 units, 2 lecture hours, 3 lab hours, (Formerly Photography 24 and 35).** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
119. **Photography 27, Alternative Photographic Processes, 3 units, 2 lecture hours, 3 lab hours, (Formerly Photography 30, 33, and 40).** Revised course prerequisite to read: **Prerequisite: Photography 5 or 17 or equivalent.** Revised course advisory to read: **Advisory: Photography 12 and 15.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
120. **Photography 30, Editorial Photography, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, texts, out-of-class assignments, content, and student learning outcomes. **(voc) (unique)**
121. **Photography 32, Commercial Portraiture, 3 units, 2 lecture hours, 3 lab hours, (Formerly Photography 23 and 25).** Revised course description, objectives, texts, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
122. **Photography 37, Editorial Portraiture, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, texts, methods of evaluation, content, and student learning outcomes. **(voc) (unique)**
123. **Photography 40, Professional Photographic Practices, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
124. **Photography 45, Advanced Projects, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
125. **Photography 47, Book/Video Publishing, 3 units, 2 lecture hours, 3 lab hours.** Revised course description, objectives, out-of-class assignments, methods of evaluation, content, methods of instruction, and student learning outcomes. **(voc) (unique)**
126. **Political Science 2, American Government, 3 units, 3 lecture hours.** Revised course prerequisite to read: **Prerequisite: Eligibility for English 1A.** Revised courses advisory to read: **Advisory: English 1A.** **(common)**
127. **Political Science 2H, Honors American Government, 3 units, 3 lecture hours.** Revised course prerequisite to read: **Prerequisite: Eligibility for English 1A.** **(common)**
128. **Theatre Arts 12, Fundamentals of Interpretation, 3 units, 3 lecture hours, (See also Communication 12).** Revised course title to **Fundamentals of Oral Interpretation.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(In lieu of RC's COMM 12)**

129. **Theatre Arts 15C, Creative Writing: Playwriting, 3 units, 3 lecture hours, (See also English 15C).** Revised course objectives, out-of-class assignments, content and student learning outcomes. **(unique)**
130. **Theatre Arts 23, Technical Theatre Practicum, 3 units, 1 lecture hour, 6 lab hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content and methods of instruction. **(unique)**
131. **Theatre Arts 25, Stagecraft, 3 units, 3 lecture hours, (Formerly Theatre Arts 34A).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, out-of-class assignments, methods of evaluation, content and methods of instruction. **(unique)**
132. **Theatre Arts 27A, Introduction to Scenic Design, 3 units, 3 lecture hours, 1 lab hour.** Revised courses advisory to read: **Advisory: Eligibility for 1A and Mathematics 201 recommended.** Revised course texts, out-of-class assignments, methods of evaluation, content and methods of instruction. **(unique)**
133. **Theatre Arts 27B, Introduction to Lighting Design, 3 units, 3 lecture hours, 1 lab hour.** Revised course advisory to read: **Advisory: Eligibility for English 1A and Mathematics 201 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation and content. **(unique)**
134. **Theatre Arts 28, Introduction to Stage Makeup, 3 units, 2 lecture hours, 3 lab hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation and methods of instruction. **(unique)**
135. **Theatre Arts 29A, Advanced Technical Theatre Practicum I, 1 unit, 3 lab hours.** Revised course description, objectives, out-of-class assignments and methods of evaluation. **(unique)**
136. **Theatre Arts 29B, Advanced Technical Theatre Practicum II, 1 unit, 3 lab hours.** Revised course description, objectives, and content. **(unique)**
137. **Theatre Arts 30, Theatre Appreciation, 3 units, 3 lecture hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course texts. **(unique)**
138. **Theatre Arts 31, Theatre History and Dramatic Literature I, 3 units, 3 lecture hours, (Formerly Theatre Arts 32A).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, out-of-class assignments, methods of evaluation and student learning outcomes. **(unique)**
139. **Theatre Arts 32, Theatre History and Dramatic Literature II, 3 units, 3 lecture hours, (Formerly Theatre Arts 32B).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(unique)**
140. **Theatre Arts 35, Costume Crafts, 3 units, 3 lecture hours, (Formerly Theatre Arts 35A).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(unique)**
141. **Theatre Arts 36, Costume Design, 3 units, 3 lecture hours, (Formerly Theatre Arts 35B).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, methods of evaluation, content and student learning outcomes. **(unique)**
142. **Theatre Arts 40, Performance Practicum, 3 units, 2 lecture hours, 12 lab hours, (9 weeks), (Repeats = 3).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, content and student learning outcomes. **(unique)**
143. **Theatre Arts 41, Beginning Acting, 3 units, 3 lecture hours, (Formerly Theatre Arts 31A).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, texts, methods of evaluation, content and student learning outcomes. **(unique)**

144. **Theatre Arts 42, Beginning Acting for Theatre Majors, 3 units, 2 lecture hours, 4 lab hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments and content. **(unique)**
145. **Theatre Arts 43, Intermediate Acting, 3 units, 3 lecturer hours, (Formerly Theatre Arts 31B).** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments, content and student learning outcomes. **(unique)**
146. **Theatre Arts 44, Actors Workshop, 3 units, 2 lecture hours, 3 lab hours, (Formerly Theatre Arts 38A and 38B and 38).** Revised course number to **44A.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended. Theatre Arts 43 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content, and methods of instruction. **(unique)**
147. **Theatre Arts 45, Kennedy Center American College Theater Festival Topics, 2 units, 2 lecture hours, 4 lab hours, (9 weeks), (Repeats = 3).** Revised course prerequisite to read: **Prerequisite: Students must either be selected by Kennedy Center American College Theater Festival adjudicators for participation in the festival, or be approved by the instructor to attend.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course description, objectives, texts, out-of-class assignments, methods of evaluation, content, methods of instruction and student learning outcomes. **(unique)**
148. **Theatre Arts 46, Voice for the Actor, 3 units, 3 lecture hours.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content and students learning outcomes. **(unique)**
149. **Theatre Arts 48, Teasers, .25 lecture hour, 2 lab hours.** Revised course title to **Teasers I.** Revised course number to **48A.** Revised course advisory to read: **Advisory: Eligibility for English 1A recommended.** Revised course objectives, out-of-class assignments, content and student learning outcomes. **(unique)**
150. **Women's Studies 43, Women's Nutrition, 2 units, 2 lecture hours, (See also Food and Nutrition 43).** Revised course objectives, texts, out-of-class assignments, methods of evaluation and student learning outcomes. **(voc) (unique)**

**CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

1. **Food Service Management 144, Presenting Service for Food Service Professionals, 2 units, 2 lecture hours (Formerly Food Service Management 44).** Revised course objectives, texts, out-of-class assignments, methods of evaluation, methods of instruction, and student learning outcomes. **(voc) (unique)**
2. **Food Service Management 146, Elementary Food Service Computation I, 1.5 units, 1.5 lecture hours, (Formerly Food Service Management 46).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Mathematics 250 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
3. **Food Service Management 147, Elementary Food Service Computation II, 1.5 units, 1.5 lecture hours, (Formerly Food Service Management 47).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended. Mathematics 250 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, and methods of instruction. **(voc) (unique)**
4. **Food Service Management 162, Menu Planning for Child Nutrition, 3 units, 3 lecture hours, (Formerly Food Services 62 and Food Service Management 62).** Revised course advisory to read: **Advisory: Eligibility for English 125 and 126 or English as a Second Language 67 and 68 recommended.** Revised course objectives, texts, out-of-class assignments, methods of evaluation, content, and methods of instruction. **(voc) (unique)**

## **CREDIT, NONDEGREE APPLICABLE**

1. **Computer Information Technology 202, Introduction to Online Learning, 1 unit, 1 lecture hour, 3 lab hours, (9 weeks), (Pass/No Pass).** Revised course objectives, texts, out-of-class assignments, methods of evaluation content and student learning outcomes. **(unique)**
2. **Computer Information Technology 205, Computer Basics, 2 units, 2 lecture hours, 1 lab hour, (12 weeks).** Revised course texts, out-of-class assignments and methods of evaluation. **(unique)**

## **NONCREDIT**

**Theatre Arts 348, Senior Play Production, 1 lecture hour, 9 lab hours, (16 weeks), (Unlimited Repeats), (Formerly Theatre Arts 80).** Revised courses methods of evaluation, content and methods of instruction. **(unique)**

# Fresno City College

Office of Instruction

## PROPOSED DELETED COURSES

Effective Spring 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### CREDIT, DEGREE APPLICABLE, TRANSFERABLE

- 1. Anthropology 4L, Archaeological Field Methods, 1 unit, 3 lab hours, (Formerly Anthropology 27). (unique)**  
No longer necessary as replaced with another course to meet C-ID/TMC requirement.
- 2. Anthropology 5, Archaeological Laboratory Methods, 4 units, 3 lecture hours, 3 lab hours. (unique)**  
Course is being replaced with a new course to better meet C-ID/TMC requirements.
- 3. Computer Information Technology 21, Advanced Microsoft Office, 3 units, 3 lecture hours, 1 lab hour, (Formerly Information Systems 46). (voc) (unique)**  
Course has not been offered for the last several years.
- 4. Computer Information Technology 27, Advanced Database, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (Formerly Computer Information Systems 40 and Information Systems 27). (voc) (unique)**  
Course has not been taught for years.
- 5. Computer Information Technology 29, PowerPoint, 1 unit, 1 lecture hour, 2 lab hours, (9 weeks), (Formerly Information Systems 32). (voc) (unique)**  
Course is no longer needed.
- 6. Computer Information Technology 46, Network+ Preparation, 2 units, 3 lecture hours, 1 lab hour, (9 weeks), (Formerly Information Systems 231 and Computer Information Technology 237). (voc) (unique)**  
Course is no longer needed.
- 7. Computer Information Technology 49, INET+ Preparation, 3 units, 3 lecture hours, 1 lab hour, (Formerly Information Systems 239 and Computer Information Technology 239). (voc) (unique)**  
Course is no longer needed.
- 8. Computer Information Technology 53, MCSE Directory Infrastructure, 2 units, 4 lecture hours, 1 lab hour, (9 weeks), (Formerly Information Systems 30D). (voc) (unique)**  
Course is no longer needed.
- 9. Computer Information Technology 54, MCSE Network Services, 2 units, 4 lecture hours, 1 lab hour, (9 weeks), (Formerly Information Systems 30E). (voc) (unique)**  
Course is no longer needed.
- 10. Computer Information Technology 56, MCSE ISA, 4 units, 4 lecture hours, 1 lab hour, (Formerly Information Systems 30G). (voc) (unique)**  
Course is no longer needed.
- 11. Computer Information Technology 61, Advanced Visual Basic, 3 units, 3 lecture hours, 1 lab hour, (Formerly Information Systems 49) (voc) (unique)**  
Course is no longer needed.
- 12. Computer Information Technology 64, Advanced Java Programming, 4 units, 3.5 lecture hours, 1 lab hour, (Formerly Information Systems 34). (voc) (unique)**  
Course is rarely offered.

13. **Computer Information Technology 67, Advanced C++ Programming, 4 units, 3.5 lecture hours, 1 lab hour, (Formerly Information Systems 37). (voc) (unique)**  
Course is no longer needed.
14. **Food Service Management 63, Child Nutrition Program Management, 3 units, 3 lecture hours. (voc) (unique)**  
Course is no longer needed.

**CREDIT, DEGREE APPLICABLE, NONTRANSFERABLE**

1. **Decision Science 117, Business Mathematics, 3 units, 3 lecture hours, (voc) (common)**  
Course is no longer being offered.
2. **Food Service Management 149, Food Service Internship, 3 units, 1 lecture hour, 6.67 lab hours, (Formerly Food Service Management 49). (voc) (unique)**  
Course replaced by Food Service Management 19.
3. **Food Service Management 160, Basic Skills: Basic Foods, 3 units, 1.5 lecture hours, 4.5 lab hours, (Formerly Food Services 54 and Food Service Management 60). (voc) (unique)**  
Class is being eliminated because its content is a repeat of another class (Food and Nutrition 1).
4. **Food Service Management 161, Introduction to the Child Nutrition Program, 2 units, 2 lecture hours, (Formerly Food Service Management 61). (voc) (unique)**  
Course is no longer needed.

**CREDIT, NON-DEGREE APPLICABLE, NONTRANSFERABLE**

1. **Computer Information Technology 260, Computer Skills Lab, 1 unit, 3 lab hours, (16 weeks), (Pass/No Pass), (Open Entry/Open Exit), (Formerly Computer Information Systems 60, Information Systems 60, and Information Systems 60). (voc) (unique)**  
Course does not meet Title 5 requirements for non-degree-applicable course.
2. **Computer Information Systems 261, Internet Skills Lab, 0.2-1 unit, 0.6-3 lab hours, (16 weeks), (Pass/No Pass), (Open Entry/Open Exit), (Formerly Information Systems 61 and 261). (voc) (unique)**  
Course does not meet Title 5 requirements for non-degree-applicable course.

# Fresno City College

Office of Instruction

## 2+2 ARTICULATION AGREEMENTS

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

### NEW AND RENEWAL AGREEMENTS

#### **Effective Fall 2013**

1. Applied Technology Division
  - a. Orange Cove High School  
#4259F VROP Graphic Arts – Graphic Communications 10, Introduction to Graphic Communications
  - b. Riverdale High School  
#4297F Engine Technology ROP – Automotive Technology 9, Automotive Essentials
  - c. Sanger High School
    - i. #4291F Computer Drafting – Computer Aided Drafting and Design 14, 2D CAD I
    - ii. #4294F Drafting – Drafting 12, Drafting Practices
2. Business Division
  - a. McLane High School  
#4308F Marketing and Entrepreneurship – Business Administration 52, Introduction to Entrepreneurship
  - b. Roosevelt High School  
#4309F Small Business Management - Business Administration 52, Introduction to Entrepreneurship
3. Social Sciences Division
  - a. Central High School  
#3903F Criminal Investigations – Criminology 8, Criminal Investigation
  - b. Clovis High School  
#4262F Career with Children/Child Development – Child Development 19, Work Experience (Cooperative), Occupational and Child Development 150, Basic Child Growth and Development
  - c. Duncan Polytechnical High School
    - i. #4304F Careers in Education – Educational Aide 19, Work Experience (Cooperative), Occupational and Education 30, Survey of American Education
    - ii. #4305F Child Development – Child Development 150, Basic Child Growth and Development
  - d. Roosevelt High School  
#4282F Child Development - Child Development 150, Basic Child Growth and Development
  - e. Sunnyside High School  
#4255F Child Development - Child Development 150, Basic Child Growth and Development

# Fresno City College

Office of Instruction

## PROPOSED DISTANCE EDUCATION

Effective Fall 2013, Spring 2014, and Fall 2014

Approved and Recommended by the Curriculum Committee

To ECPC May 2, 2013

1. **New, 100% Internet, new**

a. *Effective Spring 2014*

- i. Computer Information Technology 62, Beginning Objective C Programming
- ii. Computer Information Technology 65, Android Programming Applications
- iii. Photography 5, Introduction to Photography

b. *Effective Fall 2014*

- i. Paralegal 3, Family Law
- ii. Paralegal 4, Probate
- iii. Paralegal 5, Business Organizations
- iv. Paralegal 8, Torts/Contracts
- v. Paralegal 9, Real Property
- vi. Paralegal 10, Criminal Law and Procedure
- vii. Paralegal 11, Evidence
- viii. Paralegal 12, Bankruptcy
- ix. Paralegal 13, Discovery and Trial Preparation
- x. Paralegal 15, Debt Collection and Judgment Enforcement
- xi. Paralegal 16, Environmental Law
- xii. Paralegal 17, Administrative Law/Workers' Compensation
- xiii. Paralegal 18, Employment Law
- xiv. Paralegal 20, Civil Rights and Liberties

2. **Internet and Face-To-Face, new**

a. *Effective Fall 2013*

Spanish 1, Beginning Spanish (*50% Internet, 50% Face-to-Face*)

b. *Effective Spring 2014*

- i. Business & Technology 10, Computer Applications II (*67% Internet, 33% Face-to-Face*)
- ii. Child Development 48, Children with Challenging Behaviors (*67% Internet, 33% Face-to-Face*)
- iii. Learning Assistance 2A, Tutor Training: Level I (*50% Internet, 50% Face-to-Face*)
- iv. Learning Assistance 2B, Tutor Training: Level II (*50% Internet, 50% Face-to-Face*)
- v. Photography 6, Digital Imaging Fundamentals (*40% Internet, 60% Face-to-Face*)
- vi. Psychology 36, Biological Psychology (*67% Internet, 33% Face-to-Face*)



# **Fresno City College**

Office of Instruction

## **FIVE-YEAR CURRICULUM REVIEW**

Approved and Recommended by the Curriculum Committee

**To ECPC May 2, 2013**

*(Course listed under discipline had no revisions.)*

1. Biology
2. Computer Information Technology  
Computer Information Technology 19, Work Experience (Cooperative), Occupational
3. Decision Science
4. Library Skills
5. Library Technology
6. Paralegal
7. Photography  
Photography 19, Work Experience (Cooperative), Occupational
8. Supervised Tutoring  
Supervised Tutoring 300, Supervised Tutoring
9. Theatre Arts

# ***Fresno City College***

Office of Instruction

## **PROGRAM REVIEW Spring 2013**

To ECPC May 2, 2013

### **INSTUCTIONAL PROGRAMS**

1. Business & Technology
2. Construction
3. Counseling
4. Dance
5. Developmental Services
6. Electrical Systems Technology
7. Health Information Technology
8. Journalism

### **NON-INSTRUCTIONAL PROGRAMS**

Math, Science & Engineering Division, Office of the Dean

**PROPOSED COURSE DELETIONS  
EFFECTIVE SUMMER 2013**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

1. **Information Systems 30 Fundamentals of Networking (unique) (voc)**
2. **Information Systems 43 Advanced Networking Concepts (unique) (voc)**
3. **Information Systems 49A LAN Fundamentals–Cisco Training I (in-lieu FCC’s EST 61) (voc)**
4. **Information Systems 49B Router Theory & Technology - Cisco Training II (in-lieu FCC’s EST 62) ) (voc)**
5. **Information Systems 49C Advanced Routing and Switching - Cisco Training III (in-lieu FCC’s EST 63) (voc)**
6. **Information Systems 49D Advanced Network Design and Management - Cisco Training IV (in-lieu FCC’s EST 64) (voc)**

**PROPOSED COURSE DELETIONS  
EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

1. **Art 9X Beginning Painting: Oil and Acrylic (unique)**
2. **Art 19X Intermediate Painting: Oil/Acrylic (unique)**
3. **Business Administration 12 Introduction to Hospitality (in-lieu FCC's BA 11) (voc)**
4. **Business Administration 46 Calculator Applications (in-lieu FCC's BT-4) (voc)**
5. **Business Administration 55 Introduction to Logistics (common) (voc)**
6. **Business Administration 59 Applications in Logistics Management (unique) (voc)**
7. **English 48 American Literature (unique)**
8. **Fashion Merchandising 30 Interior Design (in-lieu FCC's HEC 7) (voc)**
9. **Geography 4A World Geography (common)**
10. **Geography 4B World Geography (common)**
11. **Marketing 14 Retailing (common) (voc)**
12. **Real Estate 40 Real Estate Principles (common) (voc)**
13. **Real Estate 41 Real Estate Practice (common) (voc)**
14. **Real Estate 42 Legal Aspects of Real Estate (common) (voc)**
15. **Real Estate 43 Real Estate Appraisal (common) (voc)**

**CREDIT, DEGREE-APPLICABLE, NON-TRANSFER**

1. **Animal Science 144 Trail Packing (unique) (voc)**
2. **Business Administration 101 Business Basics (unique) (voc)**
3. **Decision Sciences 117 Business Mathematics (common)**
4. **Fashion Merchandising 123 Fashion Image (unique) (voc)**

**CREDIT, NON-DEGREE, NON-TRANSFER**

1. **Accounting 261 Topics in Accounting (unique) (voc)**
2. **Accounting 261A Quickbooks Pro, Beginning (Quickbooks #1 (unique) (voc)**
3. **Accounting 261B Quickbooks Pro, Intermediate (Quickbooks #2) (unique) (voc)**
4. **Accounting 261C Quickbooks Pro, Advanced (Quickbooks #3) (unique) (voc)**
5. **Business Administration 260A Communicating, Motivating, Morale for the Work Environment (unique) (voc)**
6. **Business Administration 260AA Customer Service Academy-Stress Management, (unique) (voc)**
7. **Business Administration 260AB Customer Service Academy-Conflict Management (unique) (voc)**
8. **Business Administration 260AC Customer Service Academy-Problem Solving (unique) (voc)**
9. **Business Administration 260AD Customer Service Academy-Managing Organizational Change (unique) (voc)**
10. **Business Administration 260B Attitudes, Values, and Ethics in the Work Place (unique) (voc)**
11. **Business Administration 260C Decision Making and Problem Solving (unique) (voc)**
12. **Business Administration 260D Conflict and Stress Management (unique) (voc)**
13. **Business Administration 260E Writing Policies and Procedures (unique) (voc)**
14. **Business Administration 260F Employment Relations (unique) (voc)**
15. **Business Administration 260G How to Manage Change (unique) (voc)**
16. **Business Administration 260H Personnel Issues For Staff (unique) (voc)**
17. **Business Administration 260I Supervising Employees and Team Building (unique) (voc)**
18. **Business Administration 260J Leadership and Planning (unique) (voc)**
19. **Business Administration 260K Writing For Managers Workshop (unique) (voc)**
20. **Business Administration 260L Communication (unique) (voc)**

21. **Business Administration 260M Workplace Attitude (unique) (voc)**
22. **Business Administration 260N Customer Satisfaction (unique) (voc)**
23. **Business Administration 260O Stress Management (unique) (voc)**
24. **Business Administration 260P Team Building (unique) (voc)**
25. **Business Administration 260Q Time Management (unique) (voc)**
26. **Business Administration 260R Values and Ethics (unique) (voc)**
27. **Business Administration 260S Operating a Small Business (unique) (voc)**
28. **Business Administration 260T Business Plan Development (unique) (voc)**
29. **Business Administration 260U Customer Service Academy-Customer Service (unique) (voc)**
30. **Business Administration 260V Customer Service Academy-Communicating With People (unique) (voc)**
31. **Business Administration 260W Customer Service Academy-Team Building (unique) (voc)**
32. **Business Administration 260X Customer Service Academy-Attitudes in the Workplace (unique) (voc)**
33. **Business Administration 260Y Customer Service Academy-Values and Ethics (unique) (voc)**
34. **Business Administration 260Z Customer Service Academy-Time Management (unique) (voc)**
35. **Marketing 260 Topics in Marketing (unique) (voc)**
36. **Office Technology 260A Access Projects (unique) (voc)**
37. **Office Technology 260B OT Capstone (unique) (voc)**

**PROPOSED COURSE MODIFICATIONS  
EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

- 1. Accounting 1A Principles of Accounting, 4 units, 4 lecture ours, 1 lab hour. ADVISORIES: Accounting 40, eligibility for English 125, 126, and Mathematics 201. Revised number to 4A, title to *Financial Accounting*, catalog description, student learning outcomes, objectives content outline, and textbooks. (common) (voc)**
- 2. Accounting 1B Principles of Accounting, 4 units, 4 lecture ours, 1 lab hour. PREREQUISITE: Accounting 1A. Revised number to 4B, title to *Managerial Accounting*, prerequisite to *Accounting 4A*, advisories to *Accounting 40, eligibility for English 125, 126, and Mathematics 201*, catalog description, student learning outcomes, objectives content outline, and textbooks. (common) (voc)**
- 3. Animal Science 24 Equitation, 2 units, 1 lecture hour, 3 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised repeats to 2, catalog description, student learning outcomes, content outline, and methods to measure student achievement. (unique) (voc)**
- 4. Animal Science 40 Fairs and Expositions, 2 units, 1 lecture hours, 3 lab hours. ADVISORIES: Eligibility for English 125 and 126. Revised repeats to 3, catalog description, objectives, and content outline. (unique) (voc)**
- 5. Art 5 Art History I, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised student learning outcomes and textbooks. (common)**
- 6. Art 6 Art History 2, e units, 3 lecture hours, pass/no pass. ADVISORIES: Completion of English 125 and 126 or eligibility for English 1A. Revised textbooks. (common)**
- 7. Art 6H Honors Art History 2, e units, 3 lecture hours. ADVISORIES: Completion of English 125 and 126 or eligibility for English 1A. Revised textbooks. (common)**
- 8. Art 7 Beginning Drawing, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised catalog description, student learning outcomes, content outline, textbooks, and methods to measure student achievement. (common)**
- 9. Art 9 Beginning Painting: Oil and Acrylic, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201. Revised student learning outcomes, content outline, and textbooks. (common)**

10. **Art 10 Beginning Ceramics, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised advisories to *Eligibility for English 126 and Mathematics 201*, catalog description, student learning outcomes, content outline, textbooks, global/multicultural statement, methods to measure student achievement, and grading scale. **(common)**
11. **Art 17 Intermediate Drawing, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** Revised textbooks. **(common)**
12. **Art 19 Intermediate Painting: Oil/Acrylic, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Art 9 or demonstration of comparable skill level to be determined by testing and/or portfolio of past oil/acrylic painting works, eligibility for English 125, 126, and Mathematics 201.** Revised textbooks. **(common)**
13. **Art 20 Intermediate Ceramics, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITES: Art 10. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised student learning outcomes, objectives, content outline, textbooks, global/multicultural statement, methods to measure student achievement, and grading scale. **(common)**
14. **Art 30A Illustrator: Beginning Computer Drawing and Design, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** Revised catalog description, student learning outcomes and textbooks. **(unique) (voc)**
15. **Art 30B Illustrator: Intermediate Computer Drawing and Design, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITE: Art 30A. ADVISORIES: Eligibility for English 125 and 126.** Revised catalog description, student learning outcomes and textbooks. **(unique) (voc)**
16. **Art 37A Photoshop: Digital Visual Art, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised catalog description, content outline, and textbooks. **(unique)**
17. **Art 37B Photoshop: Intermediate Digital Visual Art, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITE: Art 37A.** Revised catalog description and textbooks. **(unique) (voc)**
18. **Art 38 Painter: Computer Digital Imaging, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised textbooks. **(unique)**
19. **Art 41 Computerized Multimedia, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITES: Art 37A or 38. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised textbooks. **(unique) (voc)**
20. **Art 42 Computer Animation/3D, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITES: Art 37A or 38. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised textbooks. **(unique) (voc)**



21. **Art 44 Digital Video Editing, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126 and Mathematics 201.** Revised textbooks. (unique) (voc)
22. **Business Administration 18 Business and the Legal Environment, 4 units, 4 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** Revised title to *Business Law and the Legal Environment*, catalog description, student learning outcomes, content outline, textbooks, and methods to measure student achievement. (common) (voc)
23. **Child Development 30 Child, Family, and Community, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** Revised student learning outcomes and texts. (common) (voc)
24. **Child Development 38 Lifespan Development, 3 units, 3 lecture hours. ADVISORIES: Eligibility for English 125 and 126.** Revised advisories to *English 1A*, catalog description, content outline, textbooks, and grading scale. (common) (voc)
25. **Communication 8 Group Communication, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 1A.** Revised objectives, and content outline. (common)
26. **Communication 12 Fundamentals of Interpretation, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 1A.** Revised content outline. (common) (in-lieu FCC's TA-12)
27. **Economics 1A Introduction to Macroeconomics, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201.** Revised advisories of *Mathematics 103, English 125 and 126*, prerequisites to *Mathematics 201*, title to *Principles of Macroeconomics*, catalog description, student learning outcomes, content outline, and textbooks. (in-lieu FCC's ECON 50) (voc)
28. **Economics 1B Introduction to Microeconomics, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201.** Revised advisories to *Mathematics 103, English 125 and 126*, prerequisites to *Mathematics 201*, title to *Principles of Microeconomics*, catalog description, student learning outcomes, content outline, and textbooks. (in-lieu FCC's ECON 40, 40H) (voc)
29. **English 2 Critical Reading and Writing through Literature, 3 units, 3 lecture hours. PREREQUISITES: English 1A or 1AH.** Revised catalog description. (in-lieu FCC's ENGL 40)
30. **English 2H Honors Critical Reading and Writing through Literature, 3 units, 3 lecture hours. PREREQUISITES: English 1A or 1AH.** Revised catalog description. (in-lieu FCC's ENGL 40)
31. **English 3 Critical Reading and Writing, 3 units, 3 lecture hours, pass/no pass. PREREQUISITES: English 1A or 1AH.** Revised catalog description. (common)

32. **English 3H Honors Critical Reading and Writing, 3 units, 3 lecture hours.**  
**PREREQUISITES:** English 1A or 1AH. Revised catalog description. **(common)**
33. **English 44A World Literature to the Renaissance, 3 units, 3 lecture hours, pass/no pass.** **PREREQUISITES:** Completion of English 125 and 126 or eligibility for English 1A. Revised Advisories to *Completion of English 125 and 126 or eligibility for English 1A as determined by college assessment or other appropriate method*, catalog description, student learning outcomes, objectives, textbooks, multicultural/global statement, methods to measure student achievement, and grading scale. **(common)**
34. **English 44B World Literature since the Renaissance, units, 3 lecture hours, pass/no pass.** **PREREQUISITES:** Completion of English 125 and 126 or eligibility for English 1A. Revised Advisories to *Completion of English 125 and 126 or their equivalents or eligibility for English 1A as determined by the college's assessment process*, catalog description, student learning outcomes, objectives, textbooks, multicultural/global statement, and grading scale. **(common)**
35. **Ethnic Studies 5 African People in the New World, 3 units, 3 lecture hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125 and 126. Revised student learning outcomes, textbooks, multicultural/global statement, methods to measure student achievement, and grading scale. **(unique)**
36. **Ethnic Studies 32 History of the Mexican American People, 3 lecture hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125 and 126. Revised student learning outcomes, textbooks, multicultural/global statement, methods to measure student achievement, and grading scale. **(unique)**
37. **Geography 10 Introduction to GIS, 3 units, 2 lecture hours, 2 lab hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125, 126, and Mathematics 201. Revised student learning outcomes, objectives, content outline, textbooks, global statement, and grading scale. **(unique)**
38. **Health 2 First Aid and Safety, 2 units, 2 lecture hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125 or 126. Revised units to **3**, lecture hours to **3**, student learning outcomes, content outline, and textbooks. **(in-lieu FCC's HLTH 2)**
39. **History 1 Western Civilization to 1648, 3 lecture hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125 and 126. Revised catalog description and textbooks. **(common)**
40. **History 2 Western Civilization from 1648, 3 lecture hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125 and 126. Revised catalog description and textbooks. **(common)**
41. **History 5 African People in the New World, 3 lecture hours, pass/no pass.** **ADVISORIES:** Eligibility for English 125 and 126. Revised student learning outcomes, textbooks, methods to measure student achievement, and grading scale. **(unique)**

42. **History 11 History of the United States to 1877, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised catalog description and textbooks. (common)**
43. **History 12 History of the United States since 1877, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised catalog description and textbooks. (common)**
44. **History 12H Honors of the United States since 1877, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised textbooks and grading scale. (common)**
45. **History 20 Comparative World Civilizations to 1600, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Education 10 recommended for future K-8 teachers. Revised title to *World History I, to 1600*, catalog description and textbooks. (common)**
46. **History 22 History of American Women, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised catalog description, textbooks, methods to measure student achievement, and grading scale. (unique)**
47. **History 32 History of the Mexican American People, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised student learning outcomes, textbooks, methods to measure student achievement, and grading scale. (unique)**
48. **Information Systems 12 Computer Literacy, 3 units, 3 lecture hours, 1 lab hour, pass/no pass. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201. Revised textbooks. (in-lieu FCC's CIT 12)**
49. **Journalism 7 Writing by Design: Introduction to Publication and Production of the School Newspaper Publication, 3 units, 3 lecture 2 lab hours. ADVISORIES: Eligibility for English 1A. Revised catalog description, student learning outcomes, objectives, and content outline. (unique)**
50. **Journalism 8 Student Publication Staff, 3 units, 9 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised advisories to *Eligibility for English 1A*, catalog description, student learning outcomes, objectives, content outline, multicultural/global statement, textbooks, methods to measure student achievement, and grading scale. (unique)**
51. **Linguistics 11 Introduction to Language for Teachers, 3 units, 3 lecture hours, pass/no pass. PREREQUISITES: English 1A or 1AH. Revised content outline. (In-lieu FCC's LING 11)**
52. **Natural Resources 3 Computers in Natural Resources, 2 units, 1 lecture hour, 3 lab hours. ADVISORIES: Eligibility for English 126. Revised units to 1, lecture hours to .5 and lab hours to 1.5. (unique) (voc)**

53. **Office Technology 1 Computer Basics, 1.5 units, 1.5 lecture hours, .5 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and English 126. Revised lab content outline. (unique) (voc)**
54. **Office Technology 28 Medical Manager, 1.5 units, 1.5 lecture hours, .5 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. Revised title to *Medical Office Management Software*, catalog description, content outline, textbooks, and methods to measure student achievement. (unique) (voc)**
55. **Physical Education 30B Competitive Baseball, 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
56. **Physical Education 31B Competitive Basketball 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
57. **Physical Education 33B Competitive Football 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
58. **Physical Education 34B Competitive Golf 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
59. **Physical Education 35B Pep Squad 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
60. **Physical Education 37B Competitive Softball 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
61. **Physical Education 38B Competitive Tennis 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**
62. **Physical Education 39B Competitive Track And Field 3 units, 10 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126. LIMITATION ON ENROLLMENT: students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)**

63. **Physical Education 40B Competitive Volleyball** 3 units, 10 lab hours, pass/no pass. **ADVISORIES:** Eligibility for English 126. **LIMITATION ON ENROLLMENT:** students in this course must perform and compete at the intercollegiate level. Revised hours to 9.5. (common)
64. **Psychology 5 Social Psychology**, 3 units, 3 lecture hours, pass/no pass. **ADVISORIES:** Eligibility for English 125 and 126. Revised catalog description and textbooks. (common)
65. **Psychology 38 Lifespan Development**, 3 units, 3 lecture hours. **ADVISORIES:** Eligibility for English 125 and 126. Revised advisories to *English 1A*, catalog description, content outline, and textbooks. (common)

**CREDIT, DEGREE-APPLICABLE, NON-TRANSFER**

**Dental Assisting 102 Dental Assisting 2, 13 units, 9.3 lecture hours, 10.7 lab hours.**  
**PREREQUISITES:** Dental Assisting 101. **ADVISORIES:** Eligibility for English 125 and 126.  
Revised lab hours to *10. (unique)*

**CREDIT, NON-DEGREE, NON-TRANSFER**

1. **Business Administration 260 Topics in Business, .5 unit, .5 lecture hours, pass/no pass.** Revised grading scale.
2. **Developmental Services 212 Health Management, 2 units, 2 lecture hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (unique)*
3. **Developmental Services 213 Communication and Advocacy, 2 units, 2 lecture hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (unique)*
4. **Developmental Services 214 Government Basics, 2 units, 2 lecture hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (unique)*
5. **Developmental Services 240 Transition to College for Students with Disabilities , 1 unit, 1 lecture hour, pass/no pass only, 1 repeat.** Revised repeats to *0. (common)*
6. **Developmental Services 241 Bridge to College Arithmetic, 2 units, 1 lecture hour, 4 lab hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (unique)*
7. **Developmental Services 242 Bridge to College Reading, 3 units, 2 lecture hours, 3 lab hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (unique)*
8. **Developmental Services 250 Workability Assessment and Career Awareness, 3 units, 2 lecture hours, 3 lab hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (common)*
9. **Developmental Services 251 Workability Preparation and Job Placement, 3 units, 2 lecture hours, 3 lab hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (common)*
10. **Developmental Services 252 Workability Strategies and Job Maintenance, 2 units, 2 lecture hours, pass/no pass only, 3 repeats.** Revised repeats to *0. (common)*
11. **Developmental Services 255 Workability Experience 1-4 units, pass/no pass only, 3 repeats.** Revised repeats to *0. (common)*
12. **Developmental Services 259 Strategies Intervention, 2 units, 2 lecture hours, 3 repeats.** Revised repeats to *0. (unique)*
13. **Developmental Services 262 Group Interaction for Students with Disabilities, 2 units, 2 lecture hours, pass/no pass, 3 repeats.** Revised repeats to *0. (common)*

14. **Developmental Services 263 Group Dynamics-Peer Mentoring, 2 units, 2 lecture hours, pass/no pass, 3 repeats. Revised repeats to 0. (unique)**
15. **Developmental Services 270 Money Skills, 2 units, 1 lecture hour, 4 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (unique)**
16. **Developmental Services 271 Life Skills, 2 units, 1 lecture hour, 4 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (unique)**
17. **Developmental Services 272 Consumer Skills, 2 units, 1 lecture hour, 4 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (common)**
18. **Developmental Services 273 Independent Living Skills, 2 units, 1 lecture hour, 4 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (common)**
19. **Developmental Services 275 Horticulture Skills I, 2 units, 6 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (common)**
20. **Developmental Services 276 Horticulture Skills II, 2 units, 6 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (unique)**
21. **Developmental Services 277 Adapted Computer Literacy, 2 units, 1 lecture hour, 3 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (unique)**
22. **Developmental Services 283 Developmental Services: Computer Applications of Software to Reading and Writing, 3 units, 2 lecture hours, 2 lab hours, pass/no pass only, 3 repeats. Revised repeats to 0. (unique)**

**NEW COURSE PROPOSALS  
EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

- 1. Agriculture 9 Introduction to Agriculture Business, 3 units, 2 lecture hours, 3 lab hours. ADVISORIES: Eligibility for English 125 and 126.** This course provides a basic understanding of the business and economics of the agriculture industry. Students will be introduced to the economic aspects of agriculture and their implications to the agricultural producer, consumers and the food system. Students will also discuss the management principles encountered in the day-to-day operation of an agricultural enterprise as they relate to the decision-making process. **(unique) (voc)**
- 2. Art 3 Two-Dimensional Design, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** This course provides an introduction to the elements and principles of 2-dimensional design. Students create design projects with beginning level instruction in drawing, painting, collage, and mixed-media. **(common)**
- 3. Art 4 Three-Dimensional Design, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 126.** This course will be a study of the formal elements and principles of the visual language in three-dimensional design. This will include the theory and the practice of these elements and principles as they apply to three-dimensional space and form. The projects in this class will incorporate a variety media including plaster, paper, wood, clay, metal, cement and the use of digital technology. **(common)**
- 4. Art 36A Intermediate Wheel Throwing, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITES: Art 10. ADVISORIES: Eligibility for English 126 and Mathematics 201.** This course will focus on intermediate-level throwing on the potter's wheel. This course will explore use of the potter's wheel as a tool for self-expression and will include the study of clays, glaze formulation and history of the potter's wheel. **(common)**
- 5. Art 38A Intermediate Hand-Building, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. PREREQUISITES: Art 10. ADVISORIES: Eligibility for English 126 and Mathematics 201.** This course will focus on intermediate-level hand building of ceramic art. The techniques of coil, slab, and other hand construction methods will be explored and refined. The history of hand built ceramics from various cultures will be introduced as a path to self-expression in ceramics. **(common)**
- 6. Physical Education 71 Soccer, 1 unit, 2 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** This is a course designed for students interested in the sport of soccer. The course will include techniques and skills, offensive and defensive strategies, rules and regulations, along with class competition. **(unique)**



**PROPOSED PROGRAM DELETIONS  
EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

**To ECPC May 14, 2013**

- 1. Business Administration, Logistics/Distribution Option (voc)**  
*Associate in Science*  
Program not offered, courses deleted from curriculum
- 2. Business Administration, Real Estate Option (voc)**  
*Associate in Science*  
Program not offered, courses deleted from curriculum

**PROPOSED PROGRAM MODIFICATIONS  
EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

**To ECPC May 14, 2013**

1. **Accounting (voc)**  
*Associate in Science Degree*  
**Courses, revised**  
Accounting 4A Financial Accounting  
Accounting 4B Managerial Accounting
2. **Accounting (voc)**  
*Certificate of Achievement*  
**Courses, revised**  
Accounting 4A Financial Accounting  
Accounting 4B Managerial Accounting
3. **Agriculture Business Option A (voc)**  
*Associate in Science Degree*  
**Courses, new**  
Agriculture 9 Introduction to Agriculture Business
4. **Art – Two-Dimensional Program**  
*Associate in Arts*  
**Courses, new**  
Art 3 Two-Dimensional Design  
**Courses, deleted (from curriculum)**  
Art 9X Beginning Painting: Oil and Acrylic  
Art 19X Intermediate Painting: Oil and Acrylic
5. **Art – Three Dimensional Program**  
*Associate in Arts*  
**Courses, new**  
Art43 Three-Dimensional Design
6. **Business Administration, Accounting option (voc)**  
*Associate in Science Degree*  
**Courses, revised**  
Accounting 4A Financial Accounting  
Accounting 4B Managerial Accounting  
**Courses, deleted (from curriculum)**  
Decision Sciences 117 Business Mathematics

7. **Business Administration, Entrepreneurship option (voc)**  
*Associate in Science Degree*  
**Courses, revised**  
Accounting 4A Financial Accounting  
Accounting 4B Managerial Accounting  
**Courses, deleted (from curriculum)**  
Decision Sciences 117 Business Mathematics
  
8. **Business Administration, General Business option (voc)**  
*Associate in Science Degree*  
**Courses, revised**  
Accounting 4A Financial Accounting  
Accounting 4B Managerial Accounting  
**Courses, deleted (from curriculum)**  
Business Administration 12 Introduction to Hospitality  
Decision Sciences 117 Business Mathematics  
Business Administration 55 Introduction to Logistics  
Business Administration 59 Applications in Logistics Management  
Marketing 14 Retailing  
Real Estate 40 Real Estate Principles  
Real Estate 41 Real Estate Practice  
Real Estate 42 Legal Aspects of Real Estate  
Real Estate 43 Real Estate Appraisal
  
9. **Business Administration, Marketing option (voc)**  
*Associate in Science Degree*  
**Courses, deleted (from curriculum)**  
Decision Sciences 117 Business Mathematics  
Marketing 14 Retailing
  
10. **Business Administration**  
*Associate in Science Degree for Transfer*  
**Courses, revised**  
Accounting 4A Financial Accounting  
Accounting 4B Managerial Accounting
  
11. **Certificate in Business Intern (voc)**  
**Courses, deleted (from curriculum)**  
Business Administration 46 Calculator Applications
  
12. **Certificate in Entry Level Management (voc)**  
**Courses, revised**  
Accounting 4A Financial Accounting
  
13. **Certificate in Hospitality Management**  
**Courses, deleted (from curriculum)**  
Business Administration 12 Introduction to Hospitality

14. **English**  
*Associate in Arts Degree*  
**Courses, deleted (from curriculum)**  
English 48 American Literature
  
15. **English**  
*Associate in Arts Degree for Transfer*  
**Courses, deleted (from curriculum)**  
English 48 American Literature
  
16. **Forest Surveying Technology (voc)**  
*Certificate of Achievement*  
**Courses, revised**  
Natural Resources 3
  
17. **Forestry/Natural Resources (voc)**  
*Associate in Science Degree*  
**Modified existing course**  
Natural Resources 3
  
18. **General Business, Hospitality (voc)**  
*Associate in Science Degree*  
**Courses, deleted (from curriculum)**  
Business Administration 12 Introduction to Hospitality  
Business Administration 46 Calculator Applications  
Business Administration 103 Customer Service in Business  
Decision Sciences 117 Business Mathematics
  
19. **General Business, Marketing (voc)**  
*Associate in Science Degree*  
**Courses, deleted (from curriculum)**  
Business Administration 46 Calculator Applications  
Business Administration 103 Customer Service in Business  
Decision Sciences 117 Business Mathematics  
Marketing 14 Retailing
  
20. **General Business, Retailing (voc)**  
*Associate in Science Degree*  
**Courses, deleted (from curriculum)**  
Business Administration 46 Calculator Applications  
Business Administration 103 Customer Service in Business  
Decision Sciences 117 Business Mathematics  
Marketing 14 Retailing
  
21. **Help Desk (voc)**  
*Certificate of Achievement*  
Revised title to **Information Technician Support**

- 22. Hospitality Management (voc)**  
*Certificate of Achievement*  
**Courses, deleted (from curriculum)**  
Business Administration 12 Introduction to Hospitality
- 23. Liberal Arts & Sciences, Arts and Humanities**  
*Associate in Arts Degree*  
**Courses, deleted (from curriculum)**  
English 48 American Literature
- 24. Management**  
*Associate in Science Degree*  
**Courses, deleted (from curriculum)**  
Decision Sciences 117 Business Mathematics
- 25. Natural Resources Training and Applied Work Experience (voc)**  
*Certificate of Achievement*  
**Modified existing course**  
Courses, revised  
Natural Resources 3
- 26. Psychology**  
*Associate in Science Degree for Transfer*  
**Added courses, existing**  
Biology 1 Principles of Biology  
Biology 3 Introduction to Life Science  
Biology 11A Biology for Science Majors I

**PROPOSED NEW PROGRAM  
EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

**To ECPC May 14, 2013**

**1. Elementary Teacher Education**

*Associate in Arts Degree for Transfer*

**Courses added, existing**

Art 2 Art Appreciation  
Biology 3 Introduction to Life Science  
Child Development 39 Child Growth and Development  
Communication 1 Public Speaking  
Communication 1H Honors Public Speaking  
Education 10 Introduction to Teaching  
English 1A Reading and Composition  
English 1AH Honors Reading and Composition  
English 1B Introduction to the Study of Literature  
English 1BH Honors Introduction to the Study of Literature  
English 2 Critical Reading and Writing through Literature  
English 2H Honors Critical Reading and Writing through Literature  
English 3 Critical Reading and Writing  
English 3H Honors Critical Reading and Writing  
Geography 40A World Regional Geography A  
Geography 40B World Regional Geography B  
Geology 9 Introduction to Earth Science  
History 11 History of the United States to 1877  
History 20 World History I, to 1600  
Mathematics 10A Structure and Concepts In Mathematics I  
Music 12 Music Appreciation  
Philosophy 2 Critical Thinking and Writing  
Political Science 2 American Government  
Political Science 2H Honors American Government  
Science 1A Introductory Chemical and Physical Science

**2. Sociology**

*Associate in Arts Degree for Transfer*

**Courses added, existing**

Anthropology 2 Cultural Anthropology  
Mathematics 11 Elementary Statistics  
Mathematics 11H Honors Elementary Statistics  
Psychology 5 Social Psychology  
Sociology 1A Introduction to Sociology  
Sociology 1B Critical Thinking about Social Problems  
Sociology 2 American Minority Groups  
Sociology 32 Courtship, Marriage, and Divorce: Family & Interpersonal Relationships  
Statistics 7 Elementary Statistics

**PROPOSED COURSE MODIFICATIONS  
EFFECTIVE SPRING 2014**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

- 1. Information Systems 1 Personal Computer basics, 1 unit, .88 lecture hours, pass/no pass only. ADVISORIES: Eligibility for English 126, typing skill of 10-20 wpm.** Revised number to **101**, advisories to **eligibility for English 126**, lecture hours to **1**, grading basis to **pass/no pass**, catalog description, textbooks, methods to measure student achievement, and grading scale. **(unique) voc)**
- 2. Information Systems 2 Word Processing – A Brief Course, .5 unit, .44 lecture hours. ADVISORIES: Eligibility for English 126.** Revised number to **102**, lecture hours to **.5**, grading basis to **pass/no pass**, catalog description, student learning outcomes, textbooks, methods to measure student achievement, and grading scale. **(unique) voc)**
- 3. Information Systems 3 Spreadsheets – A Brief Course, .5 unit, .44 lecture hours, pass/no pass only. ADVISORIES: Eligibility for English 126 and Mathematics 201.** Revised number to **103**, advisories to **eligibility for English 126**, lecture hours to **.5**, grading basis to **pass/no pass**, catalog description, student learning outcomes, objectives, textbooks, methods to measure student achievement, and grading scale. **(unique) voc)**
- 4. Information Systems 4 The Internet – A Brief Course, .5 unit, .44 lecture hours, pass/no pass only. ADVISORIES: Eligibility for English 125 and 126, typing skill of 10-20wpm.** Revised number to **104**, advisories to **eligibility for English 126**, lecture hours to **.5**, grading basis to **pass/no pass**, catalog description, student learning outcomes, objectives, textbooks, global statement, methods to measure student achievement, and grading scale. **(unique) voc)**
- 5. Information Systems 6 PowerPoint – A Brief Course, .5 unit, .44 lecture hours, pass/no pass only. ADVISORIES: Eligibility for English 126.** Revised number to **106**, lecture hours to **.5**, grading basis to **pass/no pass**, catalog description, student learning outcomes, objectives, textbooks, methods to measure student achievement, and grading scale. **(unique) voc)**

**PROPOSED COURSE MODIFICATIONS  
EFFECTIVE FALL 2014**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

- 1. Geology 9 Introduction to Earth Science, 3 units, 2 lecture hours, 2 lab hours. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201.** Revised units to **4**, lecture hours to **3**, catalog description, textbooks, and grading scale. **(common)**
- 2. Information Systems 26B ADVANCED DATABASE CONCEPTS AND DESIGN, 1.5 units, 1.5 lecture hours, .5 lab hours, pass/no pass. PREREQUISITES: Information Systems 26A. ADVISORIES: Information Systems 31; eligibility for English 125, 126, and Mathematics 201.** Revised to **grading scale only**, student learning outcomes, content outline, textbooks, methods to measure student achievement, and grading scale. **(unique) (voc)**
- 3. Information Systems 40A Internet Concepts and Design, 3 units, 3 lecture hours, 1 lab hour, pass/no pass. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201.** Revised title to **Web Development with HTML**, prerequisites to **Information Systems 15**, advisories to **Eligibility for English 126 and Mathematics 201**, catalog description, student learning outcomes, objectives, content outline, textbooks to **none**, multicultural/global statement to **none**, methods to measure student achievement, and grading scale. **(unique) (voc)**
- 4. Information Systems 42A Business and Web Graphics, 3 units, 3 lecture hours, 1 lab hour, pass/no pass. ADVISORIES: Information Systems 1 or 11 or 15, eligibility for English 125 and 126.** Revised title to **Graphics Design for the Web**, prerequisites to **Information Systems 15**, advisories to **Eligibility for English 126 and Mathematics 201**, catalog description, student learning outcomes, objectives, content outline, textbooks, multicultural/global statement, methods to measure student achievement, and grading scale. **(unique) (voc)**
- 5. Mathematics 6 Math Analysis III, 4 units, 4 lecture hours, pass/no pass. PREREQUISITES: Mathematics 5B. ADVISORIES: Eligibility for English 125 and 12.** Revised units to **5**, lecture hours to **5**, student learning outcomes, objectives, content outline, and textbooks. **(common)**
- 6. Mathematics 7 Differential Equations and Linear Algebra, 4 units, 4 lecture hours, pass/no pass. PREREQUISITES: Mathematics 6. ADVISORIES: Eligibility for English 125 and 126.** Revised title to **Differential Equations**, and catalog description. **(in-lieu FCC's MATH 7)**
- 7. Philosophy 6 Introduction to Logic, 3 units, 3 lecture hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126.** Revised title to **Symbolic Logic**, catalog description, student learning outcomes, objectives, content outline, textbooks, methods to measure student achievement, and grading scale. **(common)**



8. **Psychology 16 Abnormal Psychology, 3 units, 3 lecture hours, pass/no pass.**  
**ADVISORIES: Psychology 2, eligibility for English 125 or 126.** Revised catalog description, student learning outcomes, objectives content outline, and textbooks.  
**(common)**

**NEW COURSE PROPOSALS  
EFFECTIVE FALL 2014**

Approved and Recommended by the Curriculum Committee

To ECPC May 14, 2013

**CREDIT, DEGREE-APPLICABLE, TRANSFER**

**Mathematics 17 Differential Equations and Linear Algebra, 5 units, 5 lecture hours, pass/no pass. PREREQUISITES: Mathematics 6.** First order ordinary differential equations, including separable, linear, homogeneous of degree zero, Bernoulli and exact with applications and numerical methods. Solutions to higher order differential equations using undetermined coefficients, variation of parameters, and power series, with applications. Solutions to linear and non-linear systems of differential equations, including numerical solutions. Matrix algebra, solutions of linear systems of equations, and determinants. Vector spaces, linear independence, basis and dimension, subspace and inner product space, including the Gram-Schmidt procedure. Linear transformations, kernel and range, eigenvalues, eigenvectors, diagonalization and symmetric matrices. **(in-lieu FCC's MATH 7)**

**PROPOSED DISTANCE EDUCATION**

**EFFECTIVE FALL 2013**

Approved and Recommended by the Curriculum Committee

**To ECPC November 14, 2012**

**0-99% online**

- 1. English 43A American Literature: Origins through Reconstruction (1877) (unique)**
- 2. English 43B American Literature: 1877 to present (unique)**
- 3. Information Systems 13 Database Essentials (unique) (voc)**
- 4. Linguistics 10 Introduction to Language (common)**
- 5. Linguistics 11 Introduction to Language for Teachers (common)**

**FIVE YEAR PROGRAM REVIEW**

**To ECPC May 14, 2013**

**Course Outline of Record reviewed, no changes made.**

- 1. Art 23 Intermediate Watercolor Painting, 3 units, 2 lecture hours, 4 lab hours, pass/no pass. ADVISORIES: Eligibility for English 125 and 126. (common)**
- 2. Office Technology 260 Topics in Office Technology, .5-1 unit, .5-1 lecture hours, pass/no pass option. (unique) (voc)**

## **FIVE YEAR PROGRAM REVIEW**

**To ECPC May 14, 2013**

### **INSTRUCTIONAL PROGRAMS**

- 1. Music**
- 2. Sociology**

### **NON-INSTRUCTIONAL PROGRAMS**

- 1. Admissions and Records**
- 2. Administrative Services**
- 3. Business Services Office**
- 4. Food Services**
- 5. Residence Hall**

## **2+2 ARTICULATION AGREEMENTS**

Recommended by the Curriculum Committee

**To ECPC May 14, 2013**

**Criminology 8 Criminal Investigations, 3 units**  
**4231R – Sanger High School, Crime Scene Investigation**

**Education 10 Introduction to Teaching, 3 units – stipulations: approved until June 30, 2015 & only with Occu-track Instructors**  
**Reedley High School, Introduction to Teaching**  
**Sanger High School, Introduction to Teaching**  
**Selma High School, Introduction to Teaching**

**Physical Education 20 Athletic Training, 4 units – stipulations: approved until June 30, 2015 & only with Occu-track Instructors**  
**Reedley High School, Sports Medicine**

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Adopt Revision to Amended  
2014 Spring Semester Instructional Calendar

ITEM NO. 13-38

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EXHIBIT: Revised Instructional Calendar

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Background:

The current start date for the spring 2014 semester constricts the ability of district financial aid departments to properly serve students through funds distribution and allows students only a short window in which to appeal academic dismissals. As a result, it has been determined that it is in the best interest of students to move the start date of the spring 2014 semester from January 6, 2014, to January 13, 2014. This will also move the associated flex day and first day of instruction and extend the winter break from January 1, 2014, to January 8, 2014.

Recommendation:

It is recommended the Board of Trustees adopt the revised winter break and 2014 spring semester instructional calendar for Fresno City College, Reedley College/Madera and Oakhurst Centers, and the Willow International Community College Center.



## Instructional Calendar 2013-2014

**FRESNO CITY COLLEGE • REEDLEY COLLEGE • NORTH CENTERS**

### Fall 2013 Semester

August 8	(Th)	Faculty duty day [no classes held]
August 9	(F)	Flex Day
August 12	(M)	Instruction begins
September 2	(M)	Labor Day
November 11	(M)	Veterans Day
November 28 & 29	(Th, F)	Thanksgiving holidays
December 13	(F)	End of fall semester

Break: December 16, 2013 – January 8, 2014

### Spring 2014 Semester

January 9	(Th)	Faculty duty day [no classes held]
January 10	(F)	Flex Day
January 13	(M)	Instruction begins
January 20	(M)	Martin Luther King, Jr. Day observance
February 14	(F)	Lincoln Day observance
February 17	(M)	Washington Day observance
April 14 - 18	(M-F)	Spring recess [classes reconvene April 21]
May 23	(F)	End of spring semester/commencement





## Instructional Calendar

**FRESNO CITY COLLEGE • REEDLEY COLLEGE • NORTH CENTERS**

### Summer Session 2014

May 26	(M)	Memorial Day
May 27	(T)	Start of 4-week* and 10-week sessions
June 9	(M)	Start of 8-week sessions
June 16	(M)	Start of 6-week
June 20	(F)	End of 4-week session*
July 4	(F)	Independence Day
July 25	(F)	End of 6-week session
August 1	(F)	End of 8- and 10-week sessions

*\*Tentative dates for a four week summer session.*



## Classified and Management \* Holiday Calendar 2013-2014

July 4, 2013	(Th)	Independence Day
September 2, 2013	(M)	Labor Day
November 28, 2013	(Th)	Thanksgiving Day
November 29, 2013*	(F)	In lieu holiday
December 25, 2013	(W)	Christmas
December 26, 27 and 30, 2013**	(Th, F, M)	Negotiated holidays
December 31, 2013*	(T)	In lieu holiday
January 1, 2014	(W)	New Year's Day
January 20, 2014	(M)	Martin Luther King, Jr. Day
February 14, 2014	(F)	Lincoln Day
February 17, 2014	(M)	Washington Day
April 18, 2014**	(F)	Spring holiday
May 26, 2014	(M)	Memorial Day

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Total: 15 holidays

\* In lieu holidays per California Education Code Sections 88205, 88205.5 (Veterans Day and Admission Day).

\*\* New probationary employees who are part of the Classified Bargaining Unit are not entitled to negotiated holidays per contract (with the exception of police officers who are eligible beginning with the seventh month of employment).

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration of Proposition 30 – Education  
Protection Account Expenditure Plan,  
2012-13 Fiscal Year

ITEM NO. 13-39

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EXHIBIT: None

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Background:

The provisions of Article XIII, Section 36, added November 7, 2012, create an Education Protection Account (EPA) in the state General Fund to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f). All monies in the EPA are continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts.

It is the intent of the legislature that all community college districts shall have the authority to determine how the monies received from the EPA are spent. However, in maintaining transparency, the Board of Trustees is required to make the spending determinations with respect to monies received from the EPA in open session of a public meeting of the Board. Further, the monies received from the Education Protection Account shall not be used for any administrative costs. The only exception is the payment of the additional audit costs, pursuant to the audit requirements imposed by Article XIII Section 36 of the Constitution.

Based on the foregoing, the Board of Trustees directs that the monies received from the EPA shall be spent as presented, thus satisfying the requirements imposed by Article XIII Section 36 of the Constitution.

Education Protection Account (EPA) – Proposed Expenditure Plan FY 2012-13

(91110) - Full-Time, Graded Class Faculty	\$ 25,000,000**
**Estimated EPA funding @ P1 is \$ 20,688,308	

Recommendation:

It is recommended the Board of Trustees approve the Education Protection Account (EPA) expenditure plan for fiscal year 2012-13 as presented.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Approve  
2013-14 Tentative Budget

ITEM NO. 13-40

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EXHIBIT: Tentative Budget

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Background:

The 2013-14 tentative budget for the general fund, other funds and accounts, capital outlay projects fund, and Measure E Projects Fund is presented for Board approval. The tentative budget is based upon the Governor's January budget proposal since the Governor's May Revise released on May 14, 2013, was received too late to be included. The Governor's January budget proposal included the following:

- \$196.9m in an Enrollment Block Grant
- \$179m Deferral Buy-Down
- \$300m Adult Education Block Grant
- \$15.7m Apprenticeship
- \$49.5m Proposition 39 Energy Efficiency
- \$16.9m On-line Education

The Governor's January proposal was an ambitious one and included several new programs and services to the community college system. It is uncertain, however, which proposals will move forward in the Legislature. Since this will not be decided until the state budget is adopted, the 2013-14 tentative budget is basically a status quo budget relative to the 2012-13 budget with some minor modifications based on discussions at the March 22-23, 2013 board retreat. Of the above listed proposals only the enrollment block grant is included in the tentative budget. With an estimated \$4.7m in potential revenue to the district, an off-setting expenditure was placed in contingency since the actual allocation of the block grant (restoration of enrollment, COLA, and categorical restoration of student support programs) is unknown at this time. In keeping with the district's goals, the budget has been developed with the following guiding principles adopted at the March 5, 2013, board meeting:

- Focus on Student Equity, Success and Completion
- Strategically manage enrollment to enhance student access
- Align programs, services, and staffing to the California Community Colleges' core mission (CTE, Basic Skills/ESL, Transfer) and the district strategic plan

- Ensure sound financial practices and financial stability/sustainability (Accreditation Standard III. D.)

In addition to the guiding principles for budget development, the fiscal assumptions used in the preparation of the district's 2013-14 tentative budget include the following:

- No Cost of Living Adjustment (COLA)
- No growth funding
- Full-time Equivalent Students (FTES) generated by the district will be approximately 2% above the level funded by the State
- The use of reserves for maintenance of parking lots, the use of lottery reserves above what was collected during 2012-13, campus projects reserves, and a small structural deficit

The May Revise is the Governor's modifications to his original January budget proposal, based on current financial information. The biggest news is the estimated \$4.5b of revenues above the January proposal. According to the Governor's administration, this is not all new, on-going money; some is one-time revenue, while another portion is for prior years. Additionally, his administration is projecting state revenue receipts for the balance of the current year will come in lower than expected, thus the \$4.5b surplus is not a true picture of the current year revenues of the State. Much of this new money is earmarked by the Governor to increase the pace of his buy-down of deferrals, thus freeing up funds in the following year. Other significant changes include the distribution of the \$196.9m block grant in the Governor's January budget, and the Governor's proposal to spend \$89.4m for enrollment restoration, \$87.5m for a cost-of-living adjustment, and an additional \$50m for the Student Success program, formerly known as Matriculation.

The adult education proposal is being revised based on conversations with education leaders. The new proposal is to commit \$30m for two-year planning grants so educational leaders can form regional consortia to see how best to implement the program. In 2015-16, \$500m will be available for these regional consortia to address adult education. The 90-unit cap requiring students with over 90 units to pay "full price" for classes, has been withdrawn. The movement of the apportionment census date to later in the term has been rejected in committee meetings. And lastly, requiring students applying for a Board of Governor's (BOG) fee waiver to complete the Free Application for Federal Student Aid (FAFSA) has been postponed until 2014-15.

Recommendation:

It is recommended the Board of Trustees approve the 2013-14 Tentative Budget, as presented.



STATE CENTER  
COMMUNITY COLLEGE DISTRICT

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# 2013-14 TENTATIVE BUDGET

Board of Trustees Meeting  
June 4, 2013  
Office of the Chancellor

Fresno City College – Reedley College  
Willow International Community College Center – Madera Center – Oakhurst Center



## Chancellor's Message



For the past few years, California's community colleges have been faced with diminishing and unpredictable sources of revenue from the state. Yet, in spite of these challenges, the State Center Community College District's (SCCCD) Board of Trustees, faculty, classified

professionals, and administrators have remained committed to providing access to the highest quality educational opportunities and support services for the citizens in the communities we serve.

Economic experts believe there are indications of a nationwide economic recovery; however, they also predict California's recovery will be slow. The passage of Proposition 30 by the voters provided some greatly needed fiscal relief, but the funding per capita student remains low, and the forced reductions in the number of students SCCCDCD can serve will not yet be fully restored. Therefore, we will continue to advocate aggressively and relentlessly in Sacramento and beyond, making the case that community colleges

are and will continue to be critical in addressing California's challenges.

The SCCCDCD 2013-2014 budget, as presented in the pages that follow, was developed to continue to meet the educational, economic, and workforce development needs of the communities we serve, and to reflect the following guiding principles established by the Board of Trustees:

As we examine our options, we will abide by the following principles:

- Focus on student equity, success, and completion;
- Align programs, services, and staffing to the California Community Colleges' core mission (CTE, basic skills/ESL, transfer) and the District Strategic Plan;
- Strategically manage enrollment to enhance student access; and
- Ensure sound financial practices and financial stability/sustainability (Accreditation Standard III.D.)

SCCCDCD remains committed to the educational mission, values, vision, and goals as outlined in the

2012-2016 District Strategic Plan, and the 2013-2017 Colleges/Centers Strategic Plans. We will continue to provide strong fiscal stewardship for the citizenry we serve, and utilize the district's resources in a fiscally prudent manner. Finally, we will seek to expand, enhance and strengthen our partnerships with business, industry, and community organizations to leverage resources through collaborative efforts as we rebuild and strengthen our local economy and workforce.

A handwritten signature in blue ink, reading "Deborah G. Blue". The signature is written in a cursive style with a large initial "D" and "B".

Deborah G. Blue, Ph.D.



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## 2013-14 BUDGET OVERVIEW

### Introduction

One of the most significant responsibilities of a community college district is the preparation, presentation, and approval of the annual budget. A district's budget not only serves as a report to our constituents regarding the utilization of available tax dollars and other funding sources, it also serves as a resource allocation document to support the district's planning goals, and priorities for the ensuing school year. The State Center Community College District administration is confident the enclosed budget documents reflect the effective utilization of financial resources to meet the educational goals of our district.

### State Budget Overview

In January 2013 the governor released his proposed 2013-14 state budget which included a balanced budget, due in large part to the passage of Proposition 30. Proposition 30 will provide the state with a limited-term revenue stream by increasing the sales tax rate by 0.25% for the next four years and increasing personal income taxes on high income earners for the next seven years. The proposed budget provides for partial restoration of apportionment

funding, addressing the state's "wall of debt", and includes several new initiatives/proposals. The cornerstone concept of this budget is the governor wants the community college system to take advantage of this temporary source of funding by re-evaluating services and processes and redesigning community colleges. Business as usual will no longer suffice.

With the passage of Proposition 30 and the potential restoration of state funding for apportionments come with it the pent up demands and needs of a system and state that has been fiscally devastated over the past several years. Strategic and systematic appraisals of needs and resources will be at an all-time high as competition from differing factions gather to debate the merits of their needs/wants over other competing groups. Based on the Governor's proposal, the impacts to California community colleges are:

- \$196.7 million in undesignated apportionment restoration,
- \$179 million "deferral buy-back,"
- \$300 million block grant to take over Adult Education from K-12,
- \$15.7 million for Apprenticeship,

- \$49.5 million for energy efficiency from Proposition 39, and
- \$16.9 million for on-line/distance education.

One of the most unique features of this proposed budget is the undesignated apportionment funding restoration of \$196.7 million. Typically the governor designates the type and amount of funding for apportionments. The community college system had requested \$200 million each for categorical restoration of student support programs and Cost-of-Living Adjustment (COLA) and \$120 million for enrollment restoration. The governor has combined all three requests into one block grant for \$196.7 million and is proposing the Board of Governors (BOG) to determine the amount for each category. Historically, the allocation of funding process has been the domain of the Legislature.

In addition, the governor has proposed the community college system take over the Adult Education program currently administered by the K-12 system. The original amount allocated to the K-12 system to address Adult Education was \$1 billion but over the past few years the K-12 system has reallocated \$700m to address other needs. Only \$300 million is allocated to the community college system for the Adult Education program.

Proposition 39 was also passed by the voters last November which increased revenues to the state by closing the tax loophole for multistate businesses in how they report income to the state. Approximately half of these new funds would be dedicated to energy efficiency projects. For 2013-14 the community college system would receive \$49.5 million with funding to be allocated on a per full-time equivalent student (FTES) basis.

The governor's proposal additionally earmarks \$16.9 million for distance education related programs and services. The governor wants to take advantage of on-line education technology with the community college system. This funding would be used to (1) create a "virtual campus" to increase statewide student access to 250 new courses delivered through technology, (2) standardize a single, common, and centralized delivery and support infrastructure for all courses delivered through technology and for all colleges, and (3) expand the options for students to access instruction in other environments and earn college credit for demonstrating knowledge and skills through credit by exam.

The state and national economic situation appears to be continuing on a path of slow recovery. California's revenues for the current fiscal year are currently up, estimated as much as \$4.5 billion, from

the governor's budget estimates. College administrators are anxiously awaiting the May Revision to see how the governor will address this new information. There are concerns the legislature will want use this new found money to address social programs and services that have been cut over the past few years. The governor is currently stressing restraint and to use the new found revenue to address the long-term needs and to buying-down the debt of the state.

As you can see, the governor has proposed a rather ambitious agenda for 2013-14. He will now need to get support for his proposed programs and services with the legislature as it traditionally has been their responsibility to pass the budget.

### **2013-14 Guiding Principles for Budget Development**

Following are the guiding principles in the development of the 2013-14 budget approved by the Board of Trustees.

- Focus on student equity, success, and completion;
- Align programs, services, and staffing to the California Community Colleges' core mission

(CTE, basic skills/ESL, transfer) and the District Strategic Plan;

- Strategically manage enrollment to enhance student access; and
- Ensure sound financial practices and financial stability/sustainability (Accreditation Standard III.D.)

### **2013-14 District Budget Summary**

In the development of the budget over the years, the Board has been conservative and forward thinking in its understanding and direction by focusing on maintaining access for students and employment stability for staff. The Board further understands and accepts that the economics of the state are fluid and tremendous fluctuation can occur between the good and bad economic times. Examples include the severe state economic downturns that occurred between fiscal years 2002-03 and 2004-05 and then again between 2008-09 and 2012-13, which are now showing some signs of a slow economic recovery.

The district has consistently developed responsible budgets that balanced fiscal strengths and weaknesses over several years rather than riding the fiscal roller coaster with all the implications for ups and downs in student access and the employment cycles of hiring

and reducing permanent staff. Additionally, the district recently received notification that Willow International Community College Center is a candidate for college status in spite of the funding constraints of the state these past few years. The current state economic situation, while more optimistic, has created an overly optimistic impression the District has sufficient funds to address the pent up demands of the past few years.

The district continues to serve more students than funded from the state and is proactively managing enrollment as state funding is gradually being restored. Additionally student success, the new priority for community colleges is requiring the system to rethink its policies and procedures as new regulations and requirements are continuously changing to meet this goal. The Board of Trustees remains committed to providing managed student access at 2% over credit FTES funding (approximately 25,618 credit FTES).

The district will need to systematically and strategically address the physical unmet needs of the past (deferred maintenance, district operations equipment, and campus projects) as well as addressing obligations and commitments (retiree health benefits, long-term disability, vacation pay, pension reform, etc.) to provide a holistic approach to

budgeting when the resources are relatively more plentiful.

Moreover, since education is a heavily labor intensive industry, our salaries and benefits over the past few years has grown, approaching nearly 90% of our general fund budget. This trend is not a long-term sustainable barometer for a healthy district. The district will need to phase-in over the next few years an increased share of operational costs to maintain our aging facilities. During fiscal year 2013-14, the district and colleges plan to utilize some of our reserves to address the much needed scheduled maintenance, safety, technology, instructional and non-instructional equipment, and student success initiatives that have been deferred during the economic challenges of the past few years.

Based on the governor's proposed budget, staff has not committed the district's share (estimated to be approximately \$4.7 million) of the \$196.7 million state apportionment block grant until we receive better information as to how these funds will be allocated. Until such time, staff will be budgeting this potential funding in a contingency expense account.

Additionally, in the tentative budget, staff has not incorporated any revenues or expenditures for the Adult Education, Apprenticeship, Proposition 39, or

Distance Education proposals since there is not enough information available to determine how much we are going to potentially receive or how we are going to address these new initiatives. Once more information is available, we will include these new initiatives and any others in the 2013-14 final budget.

With a general fund budget of approximately \$169.1 million and a total budget in excess of \$247.2 million, including \$2.7 million in capital expenditures (capital outlays and Measure E projects), the district recognizes its importance as a shareholder in the educational opportunities of the numerous constituency groups. The district further recognizes the importance of assisting the communities in the economic development needed to provide employment opportunities and prosperity for the region as it struggles out of the economic recession of our region and community. Fortunately, this is only the tentative budget and the May Revise and the adopted 2013-14 State Budget will provide us additional guidance for the final budget in September.





## **BUDGET CALENDAR**

The timelines and requirements for publication and availability of a community college district's budget are specifically outlined in the California Code of Regulations. These requirements include the scheduling for approval of the district's tentative budget on or before July 1 and subsequent adoption of a final budget prior to September 15. In addition, a public hearing must be held prior to the adoption of the final budget with appropriate publication in a local newspaper making the proposed budget available for public inspection.

The district will receive more information from the state in the Governor's May Revise made available in mid May 2013. The May Revise provides an updated state revenue analysis and a better look at the forthcoming state budget, but due to the lateness of the revise, the information is not available for incorporation into the district's tentative budget prior to its June 4, 2013 approval. Additionally, the state budget is anticipated to be approved by the Legislature and signed by the Governor by the end of June. Once that information is available the tentative budget will be revised as necessary to reflect the adjustments to the original state budget proposal. The final 2013-14 State Center Community College

District budget will be presented to the Board of Trustees for adoption on September 3, 2013.

The process of developing a community college district budget is an ongoing function and must be addressed by the Board and administration throughout the academic year. In order to effectively develop a fiscal document that reflects the goals and objectives of the district, the budget process must include a well-defined budget calendar outlining when each component of the budget is to be completed and the responsibility for completion.

The following budget calendar for preparation of the 2013-14 budget was adopted by the governing board at its February 5, 2013, meeting.

## State Center Community College District Budget Development Calendar 2013-14

<b>Date</b>	<b>Day</b>	<b>Responsibility</b>	<b>Activity</b>
01/14/13	Monday	Chancellor's Cabinet	Review and approve budget calendar
02/05/13*	Tuesday	Board of Trustees	Update on 2012-13 budget Governor's January budget 2013-14 Review and approve budget calendar
02/13/13	Wednesday	District	Decision Package directions and allocation
02/19/13**	Tuesday	Board of Trustees	Board goals & priority setting workshop
02/27/13	Wednesday	District	Distribute preliminary budget and staffing allocations
03/01/13	Friday	District/Colleges/Centers	Submit Decision Packages to district office
03/08/13	Friday	District/Colleges/Centers	Submit to district projected and proposed expenditure schedules
03/11/13	Monday	Chancellor's Cabinet	Review and approve Decision Packages
03/22-23/13 **	Fri-Sat	Board of Trustees	Board Retreat - 2012-13 Budget Update - 2013-14 Budget Presentation
04/02/13*	Tuesday	Board of Trustees	Review and approve Decision Packages
04/22/13	Monday	District/Colleges/Centers	Review respective draft tentative budgets
05/13/13	Monday	Chancellor's Cabinet	Review district draft tentative budget
05/13-17/13		State Chancellor's Office	State Chancellor's office to provide May Revise
05/17/13	Friday	District	Print draft tentative budget
05/28/13**	Tuesday	Board of Trustees	Draft tentative budget workshop
06/04/13*	Tuesday	Board of Trustees	Approve of tentative budget and public hearing date for final budget adoption (09/03/13)
06/28/13	Friday	District	Tentative budget submitted to County Superintendent of Schools
07/15/13	Monday	District	Revisions to draft tentative budget following adoption of state budget
07/26/13	Friday	District/Colleges/Centers	Submit draft final budget to district office
08/06/13	Tuesday	District	Print final draft workshop budget
08/13/13	Tuesday	Board of Trustees	Draft final budget workshop
08/20/13	Tuesday	District	Print final draft budget
08/29/13	Thursday	District	Final budget available for public inspection
09/03/13	Tuesday	Board of Trustees	Public hearing and final budget adoption for 2013-14

\*Regular Board Meeting

\*\*Special Board Meeting/Workshop (at Discretion of Board)



## **DISTRICT ORGANIZATION**

The 2013-14 general and auxiliary fund budgets were developed to reflect the mission and educational programs and services of the State Center Community College District. The programs of the district are consistent with the mission of the California community colleges.

### **California Community Colleges Mission**

The mission of the California community colleges is to offer academic and vocational education at the lower division level for recent high school graduates and those returning to school. Another primary mission is to advance California's economic growth and global competitiveness through education, training, and services that contribute to continuous workforce improvement. Essential functions of the colleges include: basic skills instruction, English as a second language, adult noncredit instruction, and support services that help students succeed.

### **State Center Community College District Mission**

State Center Community College District is committed to student learning and success, while providing accessible, high quality, innovative educational programs and student support services to our diverse community by offering associate degrees, university transfer courses and career technical programs that meet the academic and workforce needs of the San Joaquin Valley and cultivate an educationally prepared citizenry.

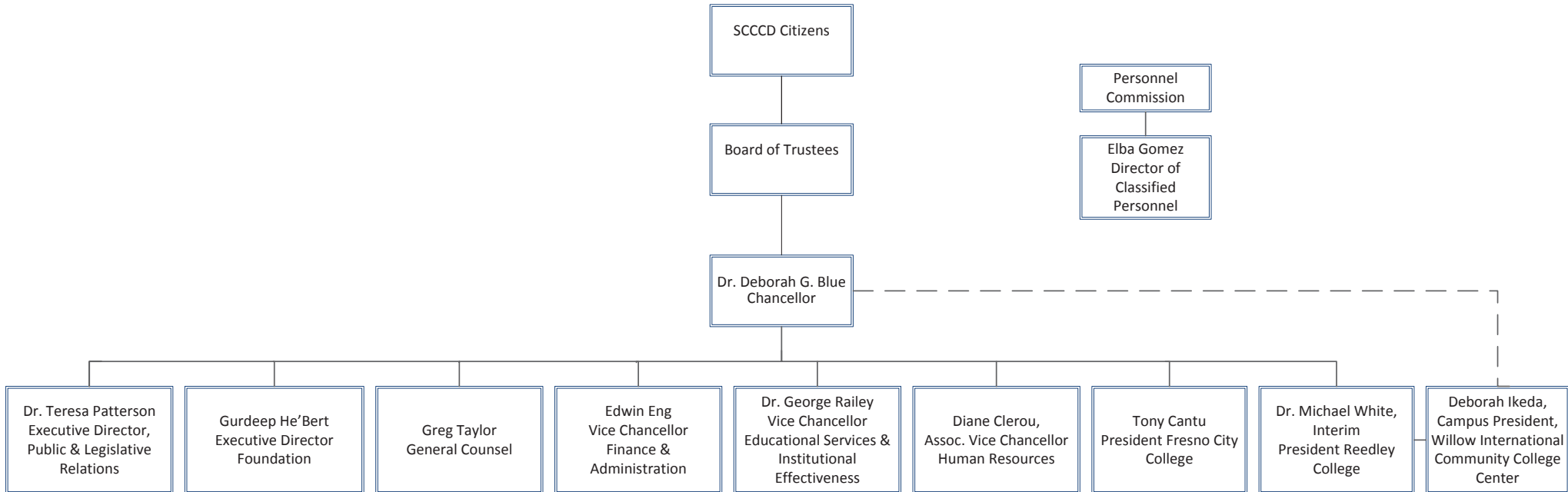
### **District Organization**

State Center Community College District expects to provide educational services to approximately 44,000 students on its seven campuses. An organization of this size must have a well-defined structure in order to operate successfully on a day-to-day basis. The district is governed by a seven-member Board of Trustees, each elected to a four-year term by the voters of specific trustee areas within the district. In 2010, the district changed the method for election of trustees. Rather than “from trustee area” elections, i.e. elections in which “each governing board member [is] elected by the registered voters of the entire school district...but reside in the trustee area which he or she represents [.]” the district now holds “by-trustee area” elections, i.e. elections in which “one or more members residing in each trustee area [is] elected by the registered voter of the particular trustee area [.]” Cal. Educ. Code sections 5030 (b) and (c). Additionally, in 2012 the boundaries of each of the trustee areas were adjusted as required by Cal. Educ. Code section 5019.5 to account for the 2010 Census. In November 2012, a second “by-trustee area” election was held for four trustee areas, thereby completing the transition to by-trustee area elections. The following organizational structure is in effect for the 2013-14 school year:



# State Center Community College District

## 2013 - 14 Organizational Chart





## FUNDING METHODOLOGY

### Introduction

The financial support for the California community college system has evolved over the years as have the colleges and the purpose for its services. Since the inception of the Community college system in 1907, there have been numerous changes in the method of distributing state and local funds for the support of community colleges. In 2006-07 Legislation was passed and signed into law (SB 361) that provides a base funding level, entitled a foundation grant, for each college or center plus a per FTES funding amount of at least \$4,367 to bring all districts in the system to the 90<sup>th</sup> percentile in funding per FTES. This new model was developed in consultation with the State Chancellor's Office, the consultation council, community college chief business officials, and the board of governors.

In 1988 California voters approved Prop. 98, an initiative that amended Article XVI of the state constitution and provided specific procedures to determine a minimum guarantee for annual K-14 funding. The constitutional provision links K-14 funding formulas (which include community colleges)

to growth factors including state revenues and student population. These various factors determine the percent of the state of California budget dedicated to K-14 education.

### Funding Models Under SB 361 of 2006

Under SB 361 a district receives a foundation grant for each college or center of varying amounts based on the size of the college and center. The foundation grant amount is augmented by a per FTES funding level. The apportionment calculation components of the foundation grants and per FTES funding level are adjusted each year by the following:

1. COLA (cost of living adjustment)
2. Stability (for districts experiencing decline)

Growth funding in the model becomes simply the state funded FTES growth allocation for a district times the per FTES funding level for the year.

Additionally, the financing of a community college district in the system is provided in accordance with education code section 58870, which states that for

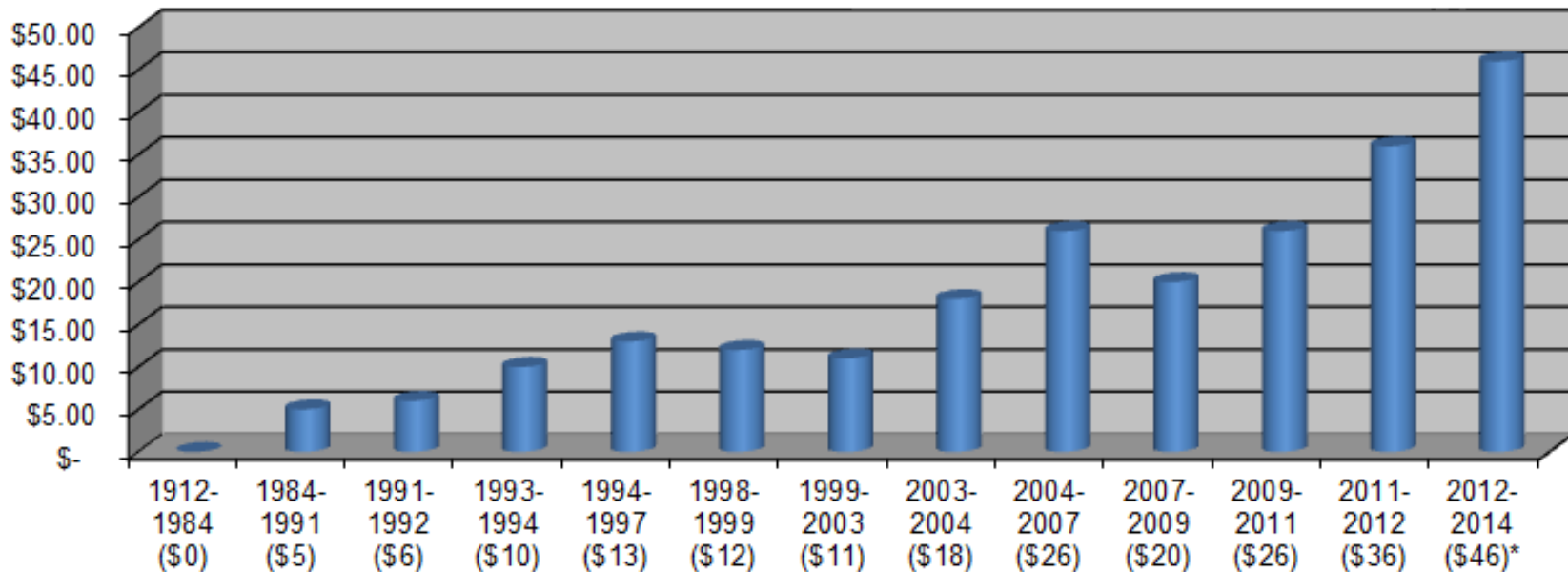
each district the state shall subtract from the total computational revenue a district's local property tax revenue and 98% of the enrollment fees collected by the district. The remainder shall be apportioned for each district by the state of California. This means the actual amount of revenue provided to a community college to operate is not impacted by the wealth of the local area's property tax base or the amount of enrollment fees collected since they are deducted from the state's calculated apportionment for each district.

### Student Fees

The amount of enrollment fees and other student-related fees is strictly controlled by the state of California. Over the past three fiscal years, the enrollment fee has seen significant increases. The fee for the fall 2012 semester was \$36 per unit and increased to \$46 per unit for the summer 2012 semester (where it currently remains).

Outlined in the graph is a history of community college per unit enrollment fees:

**COMMUNITY COLLEGE PER UNIT ENROLLMENT FEES**

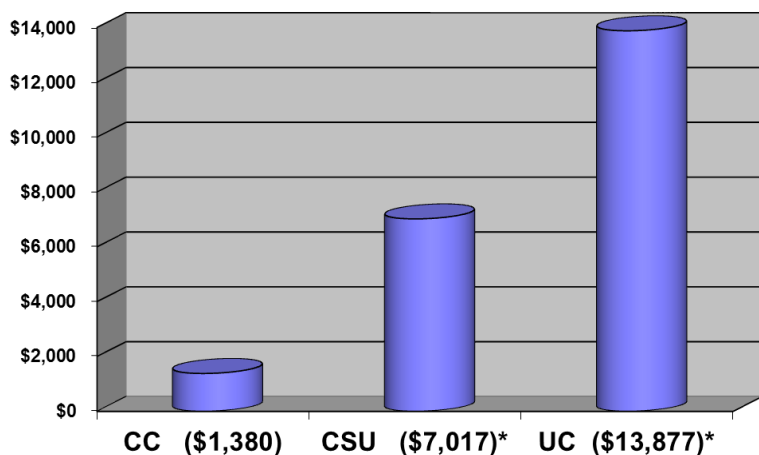


\*summer 2012



Following are the tuition and fee costs for California community colleges compared to other state higher education institutions:

**CALIF. COLLEGE RESIDENT TUITION FEES  
2012-13**



\* Includes campus-based fees

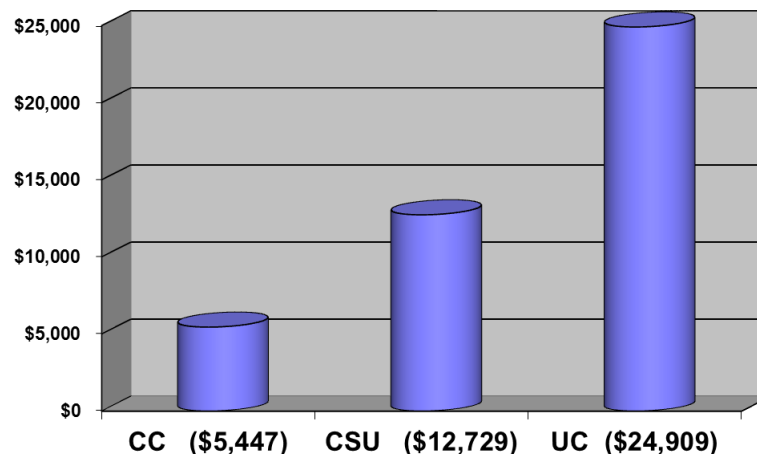
Source: Fast Facts 2013, Community College League of California

**California’s Community Colleges – Efficient and Effective**

The California community colleges represent an outstanding financial and educational value for the largest and most diverse student body in the world. Based upon 2012-13 information provided by the Community College League of California (CCLC),

the community college system revenue is \$5,447 for instruction per full-time equivalent student, 43% of the same expenditure as the California State University (CSU) system’s cost of \$12,729 and 22% of the University of California (UC) system’s cost of \$24,909. This maximization of educational resources allows the state to serve more students and to preserve more resources for other important services.

**INSTRUCTION-RELATED REVENUES PER  
FULL-TIME-EQUIVALENT STUDENT**



Source: Fast Facts 2013, Community College League of California

Not only does the system provide a high level of cost effectiveness, but California’s community colleges continue to excel in all areas of the system’s mission. In 2011-12 16,246 community college system

students transferred to UC; 51,050 transferred to CSU; and many others transferred to other four-year institutions. Community college transfer students earn grade point averages and graduation rates at universities at levels comparable to students who enroll as freshmen at CSU or UC.

The mission of the California community college system and related responsibilities and expectations have expanded to not only meet academic and vocational education needs, but also to play an active role in the economic development activities of communities and to serve as a leader in the societal transition from welfare to work. With the current economic situation facing the citizens of the United States and California in particular, the California community college system is positioned to play an increasingly important role in assisting in the training and retraining of California's workforce to meet the new demands placed on our economy.

While the community colleges have been among the most effective and efficient higher education systems in the world, additional resources are needed to maintain the high level of service to the state's population. Currently, several challenges exist for the system including obtaining the necessary resources to

meet the growing student demand for services and responsibilities of the system to educate the people in California in an ever-changing state, national, and world environment.



## STUDENT ENROLLMENT TRENDS

The California community college system, consisting of 72 districts and 112 colleges, currently serves 2.4 million students per year.

Since a significant majority of a community college's funding is based upon full-time equivalent students (FTES), it is important to understand enrollment trends both in the system and at SCCCD.

### **California Community College Enrollment and FTES Trends**

Over the past five years the California community college system has undergone significant funding reductions. In 2007-08 the total number of FTES for the system was 1.18 million and at the 2012-13 First Principal Apportionment Report (P-1) it declined to 1.11 million (~70,000 FTES decline) resulting in relatively no overall growth in this five-year period. The system has received several workload reductions in this timeframe, which addresses why the system has remained essential flat in enrollment over this period of time. However, if funding were available from the state the system would grow substantially as demand for classes' statewide remains high. One

concern is now that Proposition 30 has passed and it looks like it will restore lost funding, will the past few years of course reductions have a long term impact on students who have deferred their educational dreams.

For the 2013-14 Tentative Budget, we anticipate a flat budget with no restored apportionment funding until the Legislature and the Governor decide how to distribute the \$196.7 million block grant in apportionment funding.

### **SCCCD FTES Trends**

State Center Community College District has traditionally maintained FTES growth at a level higher than statewide numbers. However, during the same five-year period mentioned previously, SCCCD decreased from 27,605 FTES to 25,986 FTES or -5.9%. State Center was not able to maintain enrollment the same as the statewide enrollment trend for two reasons: 1.) The state's continued reduction in funding resulting in workload reductions to the community college system including State Center; and 2.) with the weakness of the national and California economy, the district reduced its FTES

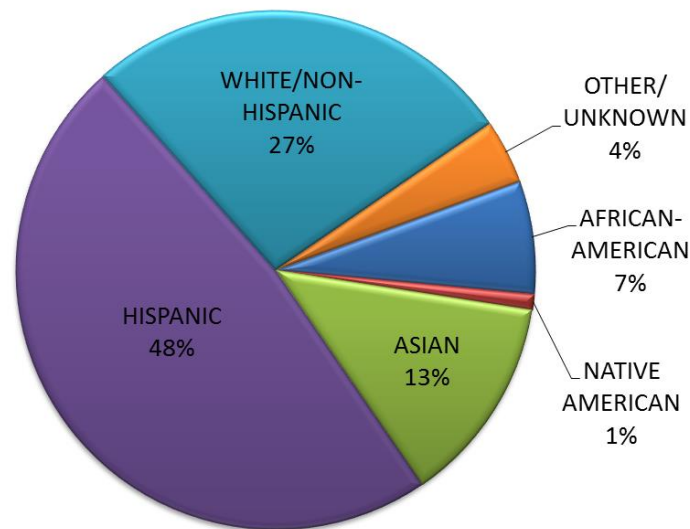
enrollment goals to more closely match the funding level from the state. The district still continues to serve more students than funded, but needs to carefully manage enrollment until state funding is fully restored. State Center is planning to serve 25,618 credit FTES in 2013-14, 2% more than its funded cap of approximately 25,116 Credit FTES.

The tentative budget was developed with an approximate \$7.6 million shortfall. The district, colleges, and centers adjusted their budgets accordingly and have taken into consideration balancing managed student access as one priority with the California Community Colleges' new priority of student success. Additionally, the district strives to provide additional educational and job training skills for those students so inclined to enter or reenter the workforce.

**Student Population**

The geographic area served by State Center Community College District represents a significantly diverse population. Following are graphic displays of the makeup of the district's student population:

**SCCCD STUDENT ETHNICITY**



Source: SCCC Office of Institutional Research (FY 2011-12)

**SCCCD Future Funded Growth**

There appears to be some restored workload growth due to the passage of Proposition 30. We will need to be strategic in allocating these funds since Proposition 30 funding is limited to seven years. In any case, when growth funding does become available, the individual district growth rates will have been based upon four primary factors: 1.) the rate of change in the adult population of the local districts; 2.) the

change in high school graduation rates occurring in district boundaries; 3.) adjustments for underserved areas; and 4.) a blended rate. The district will strive to maintain managed student access, which in 2013-14 is estimated to serve approximately 502 Credit FTES beyond the state funding level, or approximately \$2.3 million in unfunded FTES.

The district has historically experienced significant FTES growth, but recent shortfalls in funding from the state has made it impossible to maintain levels of service equal to the demand. Community colleges have usually seen growth during slower economic times. With the passage of Proposition 30 and some areas of economic recovery, it appears we have started to turn the corner on the economic recession and are

in a better position looking forward. The challenge for the district will be to strategically manage restored funding for district priorities against the pent up demand of the past few years of reduced funding. The district has been successful and is optimistic about its ability to provide the educational opportunities to its students during this transitory period both financially and programmatically as the system shifts from a student access system to a student success system.

With similar farsightedness, State Center Community College District has weathered these transitory periods better than many districts in the system. It will continue to meet the educational needs of the community as we recover from this economic crisis.



## **STATE CENTER COMMUNITY COLLEGE DISTRICT BUDGET SUMMARY**

Formed July 1, 1964, State Center Community College District (SCCCD) will serve approximately 44,000 students on its seven campuses in 2013-14. The district comprises approximately 5,580 square miles servicing the greater Fresno area including Fresno, Madera, and portions of Kings and Tulare counties. The district encompasses 17 high school and unified districts. SCCCDC is one of 72 community college districts in California and includes two of the 112 colleges, as well as three centers and other community-based offerings.

Fresno City College, Reedley College, Willow International Community College Center, Madera Center, the Career Technology Center, and Oakhurst, plus a number of community outreach programs in non-district owned facilities, are governed by and comprise SCCCDC. Each campus has a distinct identity and unique program offerings. The district offers higher education opportunities to thousands of students who might otherwise be unable to attend classes beyond the high school level. Associate of arts and science degrees are offered in a wide variety of subjects in addition to many vocational programs.

The district serves a population area in excess of one million residents characterized by a lower-than-state average income and socioeconomic makeup. These demographics create unique challenges to the district in meeting the needs of the communities it serves. State Center looks forward to continuing to meet the needs of its growing and diverse service area.

The district is governed by a seven member Board of Trustees elected from seven by-trustee areas. Regular board meetings are held at 4:30 p.m. on the first Tuesday of the month. Meetings are held in various locations throughout the district with meeting locations adopted by the Board of Trustees each December.

Following is a budget summary by object code for the 2013-14 fiscal year for State Center Community College District:



DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
 2013-14 GENERAL FUND - BUDGET SUMMARY  
 TENTATIVE BUDGET

FUNDS 11 & 12

	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
<b>REVENUES</b>				
Federal Revenues	\$ 13,380,461	\$ 13,778,201	\$ 10,753,054	\$ (3,025,147)
State Revenues	100,811,958	103,650,342	108,411,563	4,761,221
Local Revenues	42,244,955	42,106,168	42,379,049	272,881
Other Financing Sources	827,047	12,724	-	(12,724)
<b>TOTAL REVENUES</b>	<b>\$ 157,264,421</b>	<b>\$ 159,547,435</b>	<b>\$ 161,543,666</b>	<b>\$ 1,996,231</b>
<b>EXPENDITURES</b>				
Certificated Salaries	\$ 72,442,041	\$ 73,170,733	\$ 72,363,343	\$ (807,390)
Classified Salaries	32,613,724	31,614,422	33,268,674	1,654,252
Employee Benefits	31,664,963	30,430,642	30,981,317	550,675
Supplies and Materials	3,016,246	3,158,598	3,410,944	252,346
Other Operating Expenses	14,164,586	15,237,095	14,121,601	(1,115,494)
Capital Outlay	4,049,771	5,257,061	3,711,203	(1,545,858)
Other Outgo/Contingency	2,529,709	1,652,478	11,255,127	9,602,649
<b>TOTAL EXPENDITURES</b>	<b>\$ 160,481,040</b>	<b>\$ 160,521,029</b>	<b>\$ 169,112,209</b>	<b>\$ 8,591,180</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ (3,216,619)</b>	<b>\$ (973,594)</b>	<b>\$ (7,568,543) **</b>	<b>\$ (6,594,949)</b>

Use of Reserves - Structural Deficit \$1,822,791

Use of Reserves - Campus Spending Plan \$4,670,752

Use of Reserves - Parking Fees \$200,000

Use of Lottery Reserves \$875,000

**\*\*Total Use of Reserves \$7,568,543**

## DISTRICTWIDE

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - BUDGET SUMMARY  
TENTATIVE BUDGET**

UNRESTRICTED  
FUND 11

	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
<b>REVENUES</b>				
Federal Revenues	\$ 3,177	\$ -	\$ -	\$ -
State Revenues	91,039,960	95,705,426	100,223,268	(182,158)
Local Revenues	40,102,017	39,772,750	39,856,000	83,250
Other Financing Sources	827,047	12,724	-	(12,724)
<b>TOTAL REVENUES</b>	<b>\$ 131,972,201</b>	<b>\$ 135,490,900</b>	<b>\$ 140,079,268</b>	<b>\$ (111,632)</b>
<b>EXPENDITURES</b>				
Certificated Salaries	\$ 64,768,182	\$ 66,307,379	\$ 65,650,189	\$ (657,190)
Classified Salaries	26,706,287	26,357,801	27,586,431	1,228,630
Employee Benefits	28,078,939	27,433,812	27,766,215	332,403
Supplies and Materials	2,034,463	2,017,239	2,398,959	381,720
Other Operating Expenses	10,647,926	11,197,360	11,097,995	(99,365)
Capital Outlay	1,921,516	2,842,626	2,583,270	(259,356)
Other Outgo/Contingency	1,176,061	497,335	10,439,752	9,942,417
<b>TOTAL EXPENDITURES</b>	<b>\$ 135,333,374</b>	<b>\$ 136,653,552</b>	<b>\$ 147,522,811</b>	<b>\$ 10,869,259</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ (3,361,173)</b>	<b>\$ (1,162,652)</b>	<b>\$ (7,443,543) **</b>	<b>\$ (6,280,891)</b>

Use of Reserves - Structural Deficit \$1,822,791

Use of Reserves - Campus Spending Plan \$4,670,752

Use of Reserves - Parking Fees \$200,000

Use of Unrestricted Lottery Reserves \$755,000

\*\*Total Use of Reserves \$7,443,543

## DISTRICTWIDE

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - BUDGET SUMMARY  
TENTATIVE BUDGET**

**RESTRICTED  
FUND 12**

	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
<b>REVENUES</b>				
Federal Revenues	\$ 13,377,284	\$ 13,778,201	\$ 10,753,054	\$ (3,025,147)
State Revenues	9,771,998	7,944,916	8,188,295	518,379
Local Revenues	2,142,938	2,333,418	2,523,049	228,689
Other Financing Sources	-	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 25,292,220</b>	<b>\$ 24,056,535</b>	<b>\$ 21,464,398</b>	<b>\$ (2,278,079)</b>
<b>EXPENDITURES</b>				
Certificated Salaries	\$ 7,673,859	\$ 6,863,354	\$ 6,713,154	\$ (150,200)
Classified Salaries	5,907,437	5,256,621	5,682,243	425,622
Employee Benefits	3,586,024	2,996,830	3,215,102	218,272
Supplies and Materials	981,783	1,141,359	1,011,985	(129,374)
Other Operating Expenses	3,516,660	4,039,735	3,023,606	(1,016,129)
Capital Outlay	2,128,255	2,414,435	1,127,933	(1,286,502)
Other Outgo/Contingency	1,353,648	1,155,143	815,375	(339,768)
<b>TOTAL EXPENDITURES</b>	<b>\$ 25,147,666</b>	<b>\$ 23,867,477</b>	<b>\$ 21,589,398</b>	<b>\$ (2,278,079)</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>\$ 144,554</b>	<b>\$ 189,058</b>	<b>\$ (125,000) **</b>	<b>\$ (314,058)</b>

\*\* Use of Restricted Lottery Reserves \$125,000

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - REVENUES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

		2011-12	2012-13	2013-14	INC./(DEC.)
		ACTUAL	PROJECTED	PROPOSED	FY14 VS. FY13
<b>8100</b>	<b>FEDERAL REVENUES</b>				
81200	HIGHER EDUCATION ACT	\$ 6,163,808	\$ 5,964,915	\$ 5,295,262	\$ (669,653)
81300	JTPA (WORKFORCE INVESTMENT ACT)	1,683,829	3,091,458	2,070,200	(1,021,258)
81400	TANF	244,066	252,951	215,274	(37,677)
81500	STUDENT FINANCIAL AID	66,950	136,528	133,057	(3,471)
81600	VETERAN'S EDUCATION	8,684	2,293	-	(2,293)
81700	VTEA	1,887,094	1,514,494	1,399,485	(115,009)
81990	OTHER FEDERAL REVENUE	3,326,030	2,815,562	1,639,776	(1,175,786)
	<b>TOTAL FEDERAL REVENUES</b>	<b>\$ 13,380,461</b>	<b>\$ 13,778,201</b>	<b>\$ 10,753,054</b>	<b>\$ (3,025,147)</b>
<b>8600</b>	<b>STATE REVENUES</b>				
86110	STATE GENERAL APPORTIONMENT	\$ 86,175,804	\$ 90,239,888	\$ 94,689,888	\$ 4,450,000
86120	APPRENTICESHIP	12,468	12,000	12,000	-
86130	BASIC SKILLS	-	269,798	585,405	315,607
86150	ENROLLMENT FEE WAIVER ADMIN (2%)	251,454	490,000	490,000	-
86180	PRIOR YEAR'S CORRECTIONS	278,676	-	-	-
86190	OTHER GENERAL APPORTIONMENT	581,380	581,380	581,380	-
86220	EXT. OPPOR. PROGS. & SERV.	1,579,647	1,555,669	1,498,374	(57,295)
86230	DISABLED STUDENT ALLOWANCE	1,481,103	499,384	1,551,914	1,052,530
86250	MATRICULATION	807,264	805,768	805,768	-
86290	OTHER CATEGORICAL APPORTIONMENT	2,846,573	2,232,185	2,423,334	191,149
86590	OTHER CATEGORICAL PROG ALLOWANCES	2,260,260	1,782,112	573,500	(1,208,612)
86710	HOMEOWNERS PROPERTY TAX RELIEF	419,123	500,000	500,000	-
86720	TIMBER YIELD TAX	3,878	2,748	-	(2,748)
86790	OTHER TAX RELIEF SUBVENTIONS	7,123	753	-	(753)
86810	STATE LOTTERY PROCEEDS	4,076,872	3,800,000	4,000,000	200,000
86830	STATE MANDATED COSTS	30,333	878,657	700,000	(178,657)
	<b>TOTAL STATE REVENUES</b>	<b>\$ 100,811,958</b>	<b>\$ 103,650,342</b>	<b>\$ 108,411,563</b>	<b>\$ 4,761,221</b>

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - REVENUES  
TENTATIVE BUDGET**

		2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
<b>8800</b>	<b>LOCAL REVENUES</b>				
88110	TAX ALLOCATION-SECURED ROLL	\$ 32,039,356	\$ 31,788,966	\$ 31,800,000	\$ 11,034
88120	TAX ALLOCATION-SUPPLEMENTAL ROLL	179,624	200,000	200,000	-
88130	TAX ALLOCATION-UNSECURED ROLL	1,704,928	1,500,000	1,500,000	-
88160	PRIOR YEAR'S TAXES	762,688	567,437	-	(567,437)
88170	EDUCATION REVENUE AUGMENTATION FUND	(4,519,808)	(4,400,000)	(4,000,000)	400,000
88180	REDEVELOPMENT AGENCY - PASS THROUGH	234,078	-	-	-
88310	CONTRACT INSTRUCTION SERVICES	54,842	56,073	50,000	(6,073)
88320	FOOD SERVICES	78,132	75,000	75,000	-
88390	OTHER CONTRACT SERVICES	461,248	268,526	390,245	121,719
88391	TELEPHONE COMMISSION	59	-	-	-
88392	JM HOLLISTER COLLECTIONS	3,099	2,000	-	(2,000)
88450	SALE OF PUBLICATIONS	1,945	1,500	1,500	-
88510	FACILITIES USE	56,969	66,000	61,000	(5,000)
88520	OTHER RENTALS AND LEASES	22,758	70,000	70,000	-
88600	INTEREST & INVESTMENT REVENUE	542,699	300,000	300,000	-
88710	CHILD DEVELOPMENT	401,490	335,000	335,000	-
88740	ENROLLMENT FEES	5,759,177	6,750,000	7,000,000	250,000
88760	HEALTH FEES	1,173,434	1,189,408	1,300,000	110,592
88770	INSTR MATERIALS	30,049	25,000	22,500	(2,500)
88790	STUDENT RECORDS	91,606	90,000	75,000	(15,000)
88800	NON-RESIDENT TUITION	1,611,668	1,397,000	1,400,000	3,000
88811	PARKING PERMITS	648,791	630,000	650,000	20,000
88812	PARKING METERS	60,143	60,000	60,000	-
88813	PARKING DAY PASSES	74,671	60,000	60,000	-
88890	OTHER STUDENT FEES	458	1,032	-	(1,032)
88920	VENDING	234	16	-	(16)
88930	TRAFFIC FINES	140,466	85,000	85,000	-
88935	HEALTH SERVICES	1,705	-	-	-
88940	DENTAL HYGIENE FEES	40,049	30,000	30,000	-
88951	LIBRARY FINES	8,152	8,000	10,000	2,000
88954	LOST BOOKS	976	2,521	-	(2,521)
88955	LIBRARY MISCELLANEOUS	3,335	1,635	-	(1,635)

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - REVENUES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
88973 TRAINING INSTITUTE	448,516	797,762	832,804	35,042
88974 UNIVERSITY CENTER	26,329	77,722	-	(77,722)
88976 CAL PRO NET	31,706	-	-	-
88990 OTHER REVENUE	155	70	-	(70)
88992 RECYCLING	2,017	500	1,000	500
88993 POLICE FEES	2,812	2,000	2,000	-
88995 MISCELLANEOUS	57,498	60,000	60,000	-
88997 SIX MONTH CANCELS	6,901	8,000	8,000	-
<b>TOTAL LOCAL REVENUES</b>	<b>\$ 42,244,955</b>	<b>\$ 42,106,168</b>	<b>\$ 42,379,049</b>	<b>\$ 272,881</b>
<b>8900 OTHER FINANCING SOURCES</b>				
89120 SALE OF EQUIP & SUPPLIES	\$ 27,047	\$ 12,724	\$ -	\$ (12,724)
89810 INTERFUND TRANSFERS-IN	800,000	-	-	-
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 827,047</b>	<b>\$ 12,724</b>	<b>\$ -</b>	<b>\$ (12,724)</b>
<b>GENERAL FUND TOTAL</b>	<b>\$ 157,264,421</b>	<b>\$ 159,547,435</b>	<b>\$ 161,543,666</b>	<b>\$ 1,996,231</b>

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - REVENUES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

		2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
<b>8100</b>	<b>FEDERAL REVENUES</b>				
81990	OTHER FEDERAL REVENUE	\$ 3,177	\$ -	\$ -	\$ -
	<b>TOTAL FEDERAL REVENUES</b>	<b>\$ 3,177</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>8600</b>	<b>STATE REVENUES</b>				
86110	STATE GENERAL APPORTIONMENT	\$ 86,175,804	\$ 90,239,888	\$ 94,689,888	\$ 4,450,000
86120	APPRENTICESHIP	12,468	12,000	12,000	-
86150	ENROLLMENT FEE WAIVER ADMIN (2%)	251,454	490,000	490,000	-
86180	PRIOR YEAR'S CORRECTIONS	278,676	-	-	-
86190	OTHER GENERAL APPORTIONMENT	581,380	581,380	581,380	-
86710	HOMEOWNERS PROPERTY TAX RELIEF	419,123	500,000	500,000	-
86720	TIMBER YIELD TAX	3,878	2,748	-	(2,748)
86790	OTHER TAX RELIEF SUBVENTIONS	7,123	753	-	(753)
86810	STATE LOTTERY PROCEEDS	3,279,721	3,000,000	3,250,000	250,000
86830	STATE MANDATED COSTS	30,333	878,657	700,000	(178,657)
	<b>TOTAL STATE REVENUES</b>	<b>\$ 91,039,960</b>	<b>\$ 95,705,426</b>	<b>\$ 100,223,268</b>	<b>\$ 4,517,842</b>
<b>8800</b>	<b>LOCAL REVENUES</b>				
88110	TAX ALLOCATION-SECURED ROLL	\$ 32,039,356	\$ 31,788,966	\$ 31,800,000	\$ 11,034
88120	TAX ALLOCATION-SUPPLEMENTAL ROLL	179,624	200,000	200,000	-
88130	TAX ALLOCATION-UNSECURED ROLL	1,704,928	1,500,000	1,500,000	-
88160	PRIOR YEAR'S TAXES	762,688	567,437	-	(567,437)
88170	EDUCATION REVENUE AUGMENTATION FUND	(4,519,808)	(4,400,000)	(4,000,000)	400,000
88180	REDEVELOPMENT AGENCY - PASS THROUGH	234,078	-	-	-
88310	CONTRACT INSTRUCTION SERVICES	54,842	56,073	50,000	(6,073)
88320	FOOD SERVICES	78,132	75,000	75,000	-
88391	TELEPHONE COMMISSION	59	-	-	-
88392	JM HOLLISTER COLLECTIONS	3,099	2,000	-	(2,000)
88450	SALE OF PUBLICATIONS	1,945	1,500	1,500	-
88510	FACILITIES USE	56,969	66,000	61,000	(5,000)
88520	OTHER RENTALS AND LEASES	22,758	70,000	70,000	-
88600	INTEREST & INVESTMENT REVENUE	542,699	300,000	300,000	-
88710	CHILD DEVELOPMENT	401,490	335,000	335,000	-
88740	ENROLLMENT FEES	5,759,177	6,750,000	7,000,000	250,000
88770	INSTR MATERIALS	30,049	25,000	22,500	(2,500)

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - REVENUES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

	2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
88790 STUDENT RECORDS	91,606	90,000	75,000	(15,000)
88800 NON-RESIDENT TUITION	1,611,668	1,397,000	1,400,000	3,000
88811 PARKING PERMITS	648,791	630,000	650,000	20,000
88812 PARKING METERS	60,143	60,000	60,000	-
88813 PARKING DAY PASSES	74,671	60,000	60,000	-
88890 OTHER STUDENT FEES	458	1,032	-	(1,032)
88920 VENDING	234	16	-	(16)
88930 TRAFFIC FINES	140,466	85,000	85,000	-
88940 DENTAL HYGIENE FEES	40,049	30,000	30,000	-
88951 LIBRARY FINES	8,152	8,000	10,000	2,000
88954 LOST BOOKS	976	2,521	-	(2,521)
88955 LIBRARY MISCELLANEOUS	3,335	1,635	-	(1,635)
88990 OTHER REVENUE	155	70	-	(70)
88992 RECYCLING	2,017	500	1,000	500
88993 POLICE FEES	2,812	2,000	2,000	-
88995 MISCELLANEOUS	57,498	60,000	60,000	-
88997 SIX MONTH CANCELS	6,901	8,000	8,000	-
<b>TOTAL LOCAL REVENUES</b>	<b>\$ 40,102,017</b>	<b>\$ 39,772,750</b>	<b>\$ 39,856,000</b>	<b>\$ 83,250</b>
<b>8900 OTHER FINANCING SOURCES</b>				
89120 SALE OF EQUIP & SUPPLIES	\$ 27,047	\$ 12,724	\$ -	\$ (12,724)
89810 INTERFUND TRANSFERS-IN	800,000	-	-	-
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 827,047</b>	<b>\$ 12,724</b>	<b>\$ -</b>	<b>\$ (12,724)</b>
<b>GENERAL FUND TOTAL</b>	<b>\$ 131,972,201</b>	<b>\$ 135,490,900</b>	<b>\$ 140,079,268</b>	<b>\$ 4,588,368</b>



## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - REVENUES  
TENTATIVE BUDGETRESTRICTED  
FUND 12

		2011-12 ACTUAL	2012-13 PROJECTED	2013-14 PROPOSED	INC./(DEC.) FY14 VS. FY13
<b>8100</b>	<b>FEDERAL REVENUES</b>				
81200	HIGHER EDUCATION ACT	\$ 6,163,808	\$ 5,964,915	\$ 5,295,262	\$ (669,653)
81300	JTPA (WORKFORCE INVESTMENT ACT)	1,683,829	3,091,458	2,070,200	(1,021,258)
81400	TANF	244,066	252,951	215,274	(37,677)
81500	STUDENT FINANCIAL AID	66,950	136,528	133,057	(3,471)
81600	VETERAN'S EDUCATION	8,684	2,293	-	(2,293)
81700	VTEA	1,887,094	1,514,494	1,399,485	(115,009)
81990	OTHER FEDERAL REVENUE	3,322,853	2,815,562	1,639,776	(1,175,786)
	<b>TOTAL FEDERAL REVENUES</b>	<b>\$ 13,377,284</b>	<b>\$ 13,778,201</b>	<b>\$ 10,753,054</b>	<b>\$ (3,025,147)</b>
<b>8600</b>	<b>STATE REVENUES</b>				
86130	BASIC SKILLS	\$ -	\$ 269,798	\$ 585,405	\$ 315,607
86220	EXT. OPPOR. PROGS. & SERV.	1,579,647	1,555,669	1,498,374	(57,295)
86230	DISABLED STUDENT ALLOWANCE	1,481,103	499,384	1,551,914	1,052,530
86250	MATRICULATION	807,264	805,768	805,768	-
86290	OTHER CATEGORICAL APPORTIONMENT	2,846,573	2,232,185	2,423,334	191,149
86590	OTHER CATEGORICAL PROG ALLOWANCES	2,260,260	1,782,112	573,500	(1,208,612)
86810	STATE LOTTERY PROCEEDS	797,151	800,000	750,000	(50,000)
	<b>TOTAL STATE REVENUES</b>	<b>\$ 9,771,998</b>	<b>\$ 7,944,916</b>	<b>\$ 8,188,295</b>	<b>\$ 243,379</b>
<b>8800</b>	<b>LOCAL REVENUES</b>				
88390	OTHER CONTRACT SERVICES	\$ 461,248	\$ 268,526	\$ 390,245	\$ 121,719
88760	HEALTH FEES	1,173,434	1,189,408	1,300,000	110,592
88935	HEALTH SERVICES	1,705	-	-	-
88973	TRAINING INSTITUTE	448,516	797,762	832,804	35,042
88974	UNIVERSITY CENTER	26,329	77,722	-	(77,722)
88976	CAL PRO NET	31,706	-	-	-
	<b>TOTAL LOCAL REVENUES</b>	<b>\$ 2,142,938</b>	<b>\$ 2,333,418</b>	<b>\$ 2,523,049</b>	<b>\$ 189,631</b>
<b>8900</b>	<b>OTHER FINANCING SOURCES</b>				
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>GENERAL FUND TOTAL</b>	<b>\$ 25,292,220</b>	<b>\$ 24,056,535</b>	<b>\$ 21,464,398</b>	<b>\$ (2,592,137)</b>

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG, GRADED CLASSES	\$ 37,553,933	\$ 38,319,331	\$ 37,983,644	\$ (335,687)
91125 REG SABBATICAL	-	-	50,860	50,860
91130 TEMP, GRADED CLASSES	247,130	378,798	-	(378,798)
91210 REG-MANAGEMENT	7,247,986	6,434,542	6,829,296	394,754
91215 REG-COUNSELORS	4,962,193	4,228,619	4,751,398	522,779
91220 REG NON-MANAGEMENT	5,532,893	5,852,372	5,890,275	37,903
91310 HOURLY, GRADED CLASSES	9,462,217	10,108,820	9,509,728	(599,092)
91320 OVERLOAD, GRADED CLASSES	1,954,542	2,027,636	1,848,999	(178,637)
91330 HRLY-SUMMER SESSIONS	1,168,638	1,131,940	1,651,577	519,637
91335 HRLY-SUBSTITUTES	239,693	296,893	144,479	(152,414)
91410 HRLY-MANAGEMENT	224,514	137,301	-	(137,301)
91415 HRLY NON-MANAGEMENT	3,848,302	4,254,481	3,703,087	(551,394)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 72,442,041</b>	<b>\$ 73,170,733</b>	<b>\$ 72,363,343</b>	<b>\$ (807,390)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 22,530,676	\$ 21,539,652	\$ 23,147,680	\$ 1,608,028
92115 CONFIDENTIAL	1,096,790	995,412	1,068,229	72,817
92120 MANAGEMENT-CLASS	2,377,545	2,399,641	2,676,867	277,226
92150 O/T-CLASSIFIED	306,844	319,977	140,143	(179,834)
92210 INSTR AIDES	1,526,227	1,747,431	1,823,013	75,582
92250 O/T-INSTR AIDES	9,660	-	-	-
92310 HOURLY STUDENTS	2,302,271	2,164,345	2,291,375	127,030
92320 HOURLY NON-STUDENTS	941,409	924,260	297,297	(626,963)
92330 PERM PART-TIME	525,768	441,298	717,583	276,285
92350 O/T NON-INSTR	56,914	30,000	-	(30,000)
92410 HRLY-INSTR AIDES-STUDENTS	520,315	607,342	627,523	20,181
92420 HRLY INSTR AIDES NON-STUDENTS	138,180	95,010	-	(95,010)
92430 PERM P/T INSTR AIDES/OTHER	281,118	337,055	478,964	141,909
92510 HRLY NON-INSTR STU/AIDES	-	9,500	-	(9,500)
92610 HRLY-INSTR STU/AIDES	-	3,500	-	(3,500)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 32,613,724</b>	<b>\$ 31,614,422</b>	<b>\$ 33,268,674</b>	<b>\$ 1,654,252</b>

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 3,799,524	\$ 3,889,831	\$ 4,142,858	\$ 253,027
93130 STRS NON-INSTR	1,503,343	1,521,475	1,595,536	74,061
93210 PERS-INSTRUCTIONAL	259,432	304,400	339,524	35,124
93230 PERS NON-INSTR	3,091,152	3,066,059	3,365,692	299,633
93310 OASDI-INSTRUCTIONAL	880,176	893,599	952,842	59,243
93330 OASDI NON-INSTR	2,432,156	2,292,088	2,444,757	152,669
93410 H&W-INSTRUCTIONAL	6,138,337	6,012,717	6,115,803	103,086
93430 H&W NON-INSTR	8,648,925	8,237,507	8,818,875	581,368
93490 H&W-RETIRES	1,090,660	1,267,950	1,185,822	(82,128)
93510 SUI-INSTRUCTIONAL	914,118	622,497	120,215	(502,282)
93530 SUI NON-INSTR	854,333	553,426	88,482	(464,944)
93610 WORK COMP-INSTRUCTIONAL	880,750	800,424	896,638	96,214
93630 WORK COMP NON-INSTR	850,831	743,973	821,229	77,256
93710 PARS-INSTRUCTIONAL	120,528	123,076	51,478	(71,598)
93730 PARS NON-INSTR	60,907	57,409	41,566	(15,843)
93910 OTHER EMP BEN-INSTR	(9,325)	(5,371)	-	5,371
93930 OTHER EMP BEN NON-INSTR	149,116	49,582	-	(49,582)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 31,664,963</b>	<b>\$ 30,430,642</b>	<b>\$ 30,981,317</b>	<b>\$ 550,675</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 63,182	\$ 51,505	\$ 54,700	\$ 3,195
94290 OTHER BOOKS	13,281	7,538	2,821	(4,717)
94310 INSTR SUPPLIES	1,050,536	1,282,728	1,236,321	(46,407)
94315 SOFTWARE-INSTRUCTIONAL	63,130	32,876	360,925	328,049
94320 MATERIAL FEES SUPPLIES	10,141	15,520	5,000	(10,520)
94410 OFFICE SUPPLIES	423,885	496,494	495,263	(1,231)
94415 SOFTWARE NON-INSTR	27,798	30,635	32,895	2,260
94420 CUSTODIAL SUPPLIES	239,657	288,801	295,536	6,735
94425 GROUNDS/BLDG SUPPLIES	375,644	314,428	380,320	65,892
94430 POOL SUPPLIES	37,748	27,500	-	(27,500)
94435 VEHICLE SUPPLIES	246,490	196,624	2,450	(194,174)
94490 OTHER SUPPLIES	440,778	391,940	510,512	118,572

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
94510 NEWSPAPERS	8,493	5,951	8,700	2,749
94515 FILM/VIDEO RENTALS	6,805	1,331	1,890	559
94525 RECORDS/TAPES/CD'S	290	-	-	-
94530 PUBLICATIONS/CATALOGS	8,388	14,727	23,611	8,884
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 3,016,246</b>	<b>\$ 3,158,598</b>	<b>\$ 3,410,944</b>	<b>\$ 252,346</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 3,504,952	\$ 3,629,859	\$ 3,748,081	\$ 118,222
95115 WATER,SEWER & WASTE	525,118	512,383	550,000	37,617
95120 FUEL OIL	23,680	17,850	222,800	204,950
95125 TELE/PAGER/CELL SERVICE	334,186	369,389	341,811	(27,578)
95190 OTHER UTILITY SERVICES	4,881	4,669	4,150	(519)
95210 EQUIPMENT RENTAL	68,002	57,151	30,625	(26,526)
95215 BLDG/ROOM RENTAL	68,911	29,539	42,900	13,361
95220 VEHICLE REPR & MAINT	50,154	60,689	68,900	8,211
95225 EQUIP REPR & MAINT	792,673	685,601	851,551	165,950
95230 ALARM SYSTEM	69,844	74,717	24,060	(50,657)
95235 COMPUTER HW/SW MAINT/LIC	1,643,959	1,885,464	1,811,054	(74,410)
95310 CONFERENCE	585,168	662,694	759,728	97,034
95315 MILEAGE	166,047	184,096	170,567	(13,529)
95320 CHARTER SERVICE	16,264	9,634	2,400	(7,234)
95325 FIELD TRIPS	76,942	112,750	213,209	100,459
95330 HOSTING EVENTS/WORKSHOPS	292,773	573,357	128,651	(444,706)
95410 DUES/MEMBERSHIPS	182,104	201,499	189,778	(11,721)
95415 ROYALTIES	6,637	4,450	1,750	(2,700)
95520 CONSULTANT SERVICES	468,701	578,958	253,475	(325,483)
95525 MEDICAL SERVICES	12,152	15,500	15,940	440
95530 CONTRACT LABOR/SERVICES	1,855,135	1,919,775	1,388,576	(531,199)
95531 CONTRACT LABOR/SERVICES-INSTR	157,704	208,000	271,000	63,000
95535 ARMORED CAR SERVICES	5,065	7,103	7,950	847
95540 COURIER SERVICES	61,790	61,116	48,450	(12,666)
95545 APPRAISAL SERVICES	-	500	1,500	1,000
95555 ACCREDITATION SERVICES	92,792	71,419	56,158	(15,261)

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95560 LEGAL SERVICES	404,742	525,500	463,702	(61,798)
95565 ELECTION SERVICES	-	100,000	-	(100,000)
95570 AUDIT SERVICES	125,200	75,000	78,750	3,750
95620 LIAB & PROP INS	887,631	891,126	895,000	3,874
95630 ATHLETIC INS	-	-	55,000	55,000
95640 STUDENT INS	110,451	90,984	95,140	4,156
95690 ADMIN COSTS-INS	4	-	-	-
95710 ADVERTISING	78,943	198,536	191,253	(7,283)
95715 PROMOTIONS	50,259	59,493	55,984	(3,509)
95720 PRINTING/BINDING/DUPLICATING	120,306	84,863	126,058	41,195
95725 POSTAGE/SHIPPING	120,599	156,704	174,817	18,113
95915 CASH (OVER)/SHORT	(37)	1,207	100	(1,107)
95920 ADMIN OVERHEAD COSTS	-	-	29,555	29,555
95926 CHARGE BACK-MAIL SERVICES	(5,487)	(4,218)	3,800	8,018
95927 CHARGE BACK-PRODUCTION SVCS.	(7,508)	(19)	46,555	46,574
95928 CHARGE BACK-TRANSPORTATION	(175,513)	(205,908)	(203,686)	2,222
95930 PRIOR YEAR EXPENSES	(238)	240	500	260
95935 BAD DEBT EXPENSE	646,052	641,864	379,300	(262,564)
95940 DISCOUNTS	409,646	274,336	50,000	(224,336)
95990 MISCELLANEOUS	333,886	409,225	474,709	65,484
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 14,164,586</b>	<b>\$ 15,237,095</b>	<b>\$ 14,121,601</b>	<b>\$ (1,115,494)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 153,901,560</b>	<b>\$ 153,611,490</b>	<b>\$ 154,145,879</b>	<b>\$ 534,389</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 103,640	\$ 241,232	\$ 205,000	\$ (36,232)
96220 ARCHITECT SERVICES	133	-	-	-
96225 ENGINEERING SERVICES	2,910	7,433	-	(7,433)
96245 TESTING SERVICES	1,695	5,273	3,950	(1,323)
96290 FEES & OTHER CHARGES	1,087	15,650	-	(15,650)
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	620,212	483,246	1,053,156	569,910

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

## FUNDS 11 &amp; 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
96415 CONSULTANT SERVICES	5,269	3,623	-	(3,623)
96420 ARCHITECT SERVICES	90,392	30,129	18,000	(12,129)
96425 ENGINEERING SERVICES	21,490	11,637	-	(11,637)
96440 INSPECTION SERVICES	11,390	9,250	-	(9,250)
96445 TESTING SERVICES	4,450	11,658	-	(11,658)
96490 FEES & OTHER CHARGES	13,309	13,907	-	(13,907)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	1,810,077	3,029,766	2,107,294	(922,472)
96512 NEW-EQUIPMENT GT \$10,000	1,099,856	964,144	27,308	(936,836)
96520 NEW-VEHICLES	40,940	109,732	37,500	(72,232)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	222,921	320,381	258,995	(61,386)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 4,049,771</b>	<b>\$ 5,257,061</b>	<b>\$ 3,711,203</b>	<b>\$ (1,545,858)</b>
<b>97000-OTHER OUTGO</b>				
97210 INTRAFUND TRANSFER OUT	\$ 345,000	\$ 75,000	\$ 344,000	\$ 269,000
97310 INTERFUND TRANSFERS-OUT	827,936	415,335	425,000	9,665
97510 CURR YEAR PAYMENTS	80,676	95,427	67,900	(27,527)
97610 PAYMENTS TO STUDENTS	1,047,677	900,946	679,075	(221,871)
97630 MEAL ALLOWANCES	45,400	25,380	-	(25,380)
97650 HOST FAMILY	57,442	7,150	-	(7,150)
97660 DORMITORY	125,578	133,240	68,400	(64,840)
97910 CONTINGENCIES	-	-	9,670,752	9,670,752
<b>TOTAL OTHER OUTGO</b>	<b>\$ 2,529,709</b>	<b>\$ 1,652,478</b>	<b>\$ 11,255,127</b>	<b>\$ 9,602,649</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 6,579,480</b>	<b>\$ 6,909,539</b>	<b>\$ 14,966,330</b>	<b>\$ 8,056,791</b>
<b>TOTAL DISTRICTWIDE</b>	<b>\$ 160,481,040</b>	<b>\$ 160,521,029</b>	<b>\$ 169,112,209</b>	<b>\$ 8,591,180</b>

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG, GRADED CLASSES	\$ 37,148,299	\$ 37,884,414	\$ 37,639,875	\$ (244,539)
91125 REG SABBATICAL	-	-	50,860	50,860
91130 TEMP, GRADED CLASSES	247,130	378,798	-	(378,798)
91210 REG-MANAGEMENT	6,323,117	5,758,497	6,087,415	328,918
91215 REG-COUNSELORS	2,813,147	2,652,841	2,854,459	201,618
91220 REG NON-MANAGEMENT	4,088,262	4,434,382	4,523,277	88,895
91310 HOURLY, GRADED CLASSES	9,156,909	9,868,847	9,339,681	(529,166)
91320 OVERLOAD, GRADED CLASSES	1,894,713	1,979,964	1,837,222	(142,742)
91330 HRLY-SUMMER SESSIONS	1,059,463	1,063,947	1,439,418	375,471
91335 HRLY-SUBSTITUTES	239,693	296,893	144,479	(152,414)
91410 HRLY-MANAGEMENT	122,654	63,589	-	(63,589)
91415 HRLY NON-MANAGEMENT	1,674,795	1,925,207	1,733,503	(191,704)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 64,768,182</b>	<b>\$ 66,307,379</b>	<b>\$ 65,650,189</b>	<b>\$ (657,190)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 19,118,643	\$ 18,635,959	\$ 19,823,409	\$ 1,187,450
92115 CONFIDENTIAL	1,096,790	995,412	1,068,229	72,817
92120 MANAGEMENT-CLASS	2,377,545	2,399,641	2,676,867	277,226
92150 O/T-CLASSIFIED	278,825	282,033	107,757	(174,276)
92210 INSTR AIDES	1,446,775	1,685,800	1,761,382	75,582
92250 O/T-INSTR AIDES	9,660	-	-	-
92310 HOURLY STUDENTS	733,777	558,576	811,954	253,378
92320 HOURLY NON-STUDENTS	607,727	684,546	171,800	(512,746)
92330 PERM PART-TIME	276,373	244,328	402,279	157,951
92350 O/T NON-INSTR	56,914	30,000	-	(30,000)
92410 HRLY-INSTR AIDES-STUDENTS	341,236	415,064	368,524	(46,540)
92420 HRLY INSTR AIDES NON-STUDENTS	136,260	82,669	-	(82,669)
92430 PERM P/T INSTR AIDES/OTHER	225,755	330,774	394,230	63,456
92510 HRLY NON-INSTR STU/AIDES	-	9,500	-	(9,500)
92610 HRLY-INSTR STU/AIDES	-	3,500	-	(3,500)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 26,706,287</b>	<b>\$ 26,357,801</b>	<b>\$ 27,586,431</b>	<b>\$ 1,228,630</b>

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 3,736,840	\$ 3,830,186	\$ 4,081,849	\$ 251,663
93130 STRS NON-INSTR	1,050,144	1,118,235	1,170,508	52,273
93210 PERS-INSTRUCTIONAL	248,664	297,364	316,627	19,263
93230 PERS NON-INSTR	2,617,691	2,642,612	2,923,491	280,879
93310 OASDI-INSTRUCTIONAL	858,514	877,023	903,912	26,889
93330 OASDI NON-INSTR	2,010,513	1,929,804	2,083,272	153,468
93410 H&W-INSTRUCTIONAL	6,034,073	5,917,704	6,011,061	93,357
93430 H&W NON-INSTR	7,077,294	6,958,388	7,433,706	475,318
93490 H&W-RETIREES	1,090,660	1,267,950	1,185,822	(82,128)
93510 SUI-INSTRUCTIONAL	896,841	612,541	40,743	(571,798)
93530 SUI NON-INSTR	673,889	450,770	21,856	(428,914)
93610 WORK COMP-INSTRUCTIONAL	859,602	782,244	874,432	92,188
93630 WORK COMP NON-INSTR	647,603	558,983	653,881	94,898
93710 PARS-INSTRUCTIONAL	112,421	116,886	43,707	(73,179)
93730 PARS NON-INSTR	24,399	28,911	21,348	(7,563)
93910 OTHER EMP BEN-INSTR	(9,325)	(5,371)	-	5,371
93930 OTHER EMP BEN NON-INSTR	149,116	49,582	-	(49,582)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 28,078,939</b>	<b>\$ 27,433,812</b>	<b>\$ 27,766,215</b>	<b>\$ 332,403</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 1,532	\$ 6,202	\$ 15,500	\$ 9,298
94290 OTHER BOOKS	729	1,021	2,550	1,529
94310 INSTR SUPPLIES	499,320	553,439	616,221	62,782
94315 SOFTWARE-INSTRUCTIONAL	9,474	3,840	345,325	341,485
94320 MATERIAL FEES SUPPLIES	10,141	15,520	5,000	(10,520)
94410 OFFICE SUPPLIES	254,350	325,918	337,751	11,833
94415 SOFTWARE NON-INSTR	26,022	22,892	31,675	8,783
94420 CUSTODIAL SUPPLIES	239,657	288,801	295,536	6,735
94425 GROUNDS/BLDG SUPPLIES	375,644	314,428	380,320	65,892
94430 POOL SUPPLIES	37,748	27,500	-	(27,500)
94435 VEHICLE SUPPLIES	246,438	196,624	2,450	(194,174)
94490 OTHER SUPPLIES	312,944	244,006	337,001	92,995



## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
94510 NEWSPAPERS	8,288	5,687	8,700	3,013
94515 FILM/VIDEO RENTALS	2,141	232	1,290	1,058
94530 PUBLICATIONS/CATALOGS	10,035	11,129	19,640	8,511
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 2,034,463</b>	<b>\$ 2,017,239</b>	<b>\$ 2,398,959</b>	<b>\$ 381,720</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 3,504,952	\$ 3,629,859	\$ 3,748,081	\$ 118,222
95115 WATER,SEWER & WASTE	525,118	512,383	550,000	37,617
95120 FUEL OIL	23,680	17,850	222,800	204,950
95125 TELE/PAGER/CELL SERVICE	322,958	356,045	328,476	(27,569)
95190 OTHER UTILITY SERVICES	4,881	4,669	4,150	(519)
95210 EQUIPMENT RENTAL	54,009	52,112	29,125	(22,987)
95215 BLDG/ROOM RENTAL	55,936	26,359	41,400	15,041
95220 VEHICLE REPR & MAINT	48,353	56,189	67,400	11,211
95225 EQUIP REPR & MAINT	724,496	629,791	777,799	148,008
95230 ALARM SYSTEM	69,844	69,727	23,820	(45,907)
95235 COMPUTER HW/SW MAINT/LIC	1,323,694	1,517,777	1,041,764	(476,013)
95310 CONFERENCE	316,566	245,539	380,514	134,975
95315 MILEAGE	143,556	166,743	146,661	(20,082)
95320 CHARTER SERVICE	8,587	2,000	2,000	-
95325 FIELD TRIPS	4,688	10,912	126,958	116,046
95330 HOSTING EVENTS/WORKSHOPS	36,266	55,141	42,100	(13,041)
95410 DUES/MEMBERSHIPS	158,595	180,324	179,463	(861)
95415 ROYALTIES	6,637	4,450	1,750	(2,700)
95520 CONSULTANT SERVICES	243,227	182,674	42,400	(140,274)
95525 MEDICAL SERVICES	11,661	15,300	15,940	640
95530 CONTRACT LABOR/SERVICES	635,623	761,416	1,004,390	242,974
95531 CONTRACT LABOR/SERVICES-INSTR	157,704	208,000	266,000	58,000
95535 ARMORED CAR SERVICES	5,065	7,103	7,950	847
95540 COURIER SERVICES	57,740	58,415	48,450	(9,965)
95545 APPRAISAL SERVICES	-	500	-	(500)
95555 ACCREDITATION SERVICES	90,092	69,329	56,158	(13,171)
95560 LEGAL SERVICES	404,742	525,500	463,702	(61,798)

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95565 ELECTION SERVICES	-	100,000	-	(100,000)
95570 AUDIT SERVICES	125,200	75,000	78,750	3,750
95620 LIAB & PROP INS	882,361	886,277	895,000	8,723
95630 ATHLETIC INS	-	-	55,000	55,000
95640 STUDENT INS	472	476	340	(136)
95690 ADMIN COSTS-INS	4	-	-	-
95710 ADVERTISING	52,424	144,934	165,900	20,966
95715 PROMOTIONS	20,250	12,266	16,250	3,984
95720 PRINTING/BINDING/DUPLICATING	74,125	63,024	79,450	16,426
95725 POSTAGE/SHIPPING	115,636	153,156	169,655	16,499
95915 CASH (OVER)/SHORT	(37)	1,207	100	(1,107)
95920 ADMIN OVERHEAD COSTS	(561,479)	(557,365)	(420,000)	137,365
95926 CHARGE BACK-MAIL SERVICES	(14,232)	(6,436)	1,700	8,136
95927 CHARGE BACK-PRODUCTION SVCS.	(22,261)	(10,219)	35,400	45,619
95928 CHARGE BACK-TRANSPORTATION	(257,369)	(267,885)	(309,951)	(42,066)
95930 PRIOR YEAR EXPENSES	(238)	240	500	260
95935 BAD DEBT EXPENSE	629,378	641,714	378,800	(262,914)
95940 DISCOUNTS	409,646	274,336	50,000	(224,336)
95990 MISCELLANEOUS	255,376	320,528	281,850	(38,678)
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 10,647,926</b>	<b>\$ 11,197,360</b>	<b>\$ 11,097,995</b>	<b>\$ (99,365)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 132,235,797</b>	<b>\$ 133,313,591</b>	<b>\$ 134,499,789</b>	<b>\$ 1,186,198</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 70,175	\$ 170,145	\$ 170,000	\$ (145)
96220 ARCHITECT SERVICES	133	-	-	-
96225 ENGINEERING SERVICES	-	7,433	-	(7,433)
96245 TESTING SERVICES	1,695	1,785	-	(1,785)
96290 FEES & OTHER CHARGES	554	15,650	-	(15,650)
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	305,792	15,195	779,003	763,808
96415 CONSULTANT SERVICES	4,180	2,156	-	(2,156)

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETUNRESTRICTED  
FUND 11

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
96420 ARCHITECT SERVICES	21,613	433	8,000	7,567
96425 ENGINEERING SERVICES	16,880	1,067	-	(1,067)
96440 INSPECTION SERVICES	5,050	-	-	-
96445 TESTING SERVICES	3,075	1,900	-	(1,900)
96490 FEES & OTHER CHARGES	6,008	12,196	-	(12,196)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	873,487	2,107,805	1,561,267	(546,538)
96512 NEW-EQUIPMENT GT \$10,000	547,308	421,851	12,000	(409,851)
96520 NEW-VEHICLES	40,940	74,732	37,500	(37,232)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	24,626	10,278	15,500	5,222
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,921,516</b>	<b>\$ 2,842,626</b>	<b>\$ 2,583,270</b>	<b>\$ (259,356)</b>
<b>97000-OTHER OUTGO</b>				
97210 INTRAFUND TRANSFER OUT	\$ 345,000	\$ 75,000	\$ 344,000	\$ 269,000
97310 INTERFUND TRANSFERS-OUT	827,936	415,335	425,000	9,665
97650 HOST FAMILY	3,125	7,000	-	(7,000)
97910 CONTINGENCIES	-	-	9,670,752	9,670,752
<b>TOTAL OTHER OUTGO</b>	<b>\$ 1,176,061</b>	<b>\$ 497,335</b>	<b>\$ 10,439,752</b>	<b>\$ 9,942,417</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 3,097,577</b>	<b>\$ 3,339,961</b>	<b>\$ 13,023,022</b>	<b>\$ 9,683,061</b>
<b>TOTAL DISTRICTWIDE</b>	<b>\$ 135,333,374</b>	<b>\$ 136,653,552</b>	<b>\$ 147,522,811</b>	<b>\$ 10,869,259</b>

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETRESTRICTED  
FUND 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG, GRADED CLASSES	\$ 405,634	\$ 434,917	\$ 343,769	\$ (91,148)
91210 REG-MANAGEMENT	924,869	676,045	741,881	65,836
91215 REG-COUNSELORS	2,149,046	1,575,778	1,896,939	321,161
91220 REG NON-MANAGEMENT	1,444,631	1,417,990	1,366,998	(50,992)
91310 HOURLY, GRADED CLASSES	305,308	239,973	170,047	(69,926)
91320 OVERLOAD, GRADED CLASSES	59,829	47,672	11,777	(35,895)
91330 HRLY-SUMMER SESSIONS	109,175	67,993	212,159	144,166
91410 HRLY-MANAGEMENT	101,860	73,712	-	(73,712)
91415 HRLY NON-MANAGEMENT	2,173,507	2,329,274	1,969,584	(359,690)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 7,673,859</b>	<b>\$ 6,863,354</b>	<b>\$ 6,713,154</b>	<b>\$ (150,200)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 3,412,033	\$ 2,903,693	\$ 3,324,271	\$ 420,578
92150 O/T-CLASSIFIED	28,019	37,944	32,386	(5,558)
92210 INSTR AIDES	79,452	61,631	61,631	-
92310 HOURLY STUDENTS	1,568,494	1,605,769	1,479,421	(126,348)
92320 HOURLY NON-STUDENTS	333,682	239,714	125,497	(114,217)
92330 PERM PART-TIME	249,395	196,970	315,304	118,334
92410 HRLY-INSTR AIDES-STUDENTS	179,079	192,278	258,999	66,721
92420 HRLY INSTR AIDES NON-STUDENTS	1,920	12,341	-	(12,341)
92430 PERM P/T INSTR AIDES/OTHER	55,363	6,281	84,734	78,453
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 5,907,437</b>	<b>\$ 5,256,621</b>	<b>\$ 5,682,243</b>	<b>\$ 425,622</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 62,684	\$ 59,645	\$ 61,009	\$ 1,364
93130 STRS NON-INSTR	453,199	403,240	425,028	21,788
93210 PERS-INSTRUCTIONAL	10,768	7,036	22,897	15,861
93230 PERS NON-INSTR	473,461	423,447	442,201	18,754
93310 OASDI-INSTRUCTIONAL	21,662	16,576	48,930	32,354
93330 OASDI NON-INSTR	421,643	362,284	361,485	(799)
93410 H&W-INSTRUCTIONAL	104,264	95,013	104,742	9,729
93430 H&W NON-INSTR	1,571,631	1,279,119	1,385,169	106,050

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETRESTRICTED  
FUND 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93510 SUI-INSTRUCTIONAL	17,277	9,956	79,472	69,516
93530 SUI NON-INSTR	180,444	102,656	66,626	(36,030)
93610 WORK COMP-INSTRUCTIONAL	21,148	18,180	22,206	4,026
93630 WORK COMP NON-INSTR	203,228	184,990	167,348	(17,642)
93710 PARS-INSTRUCTIONAL	8,107	6,190	7,771	1,581
93730 PARS NON-INSTR	36,508	28,498	20,218	(8,280)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 3,586,024</b>	<b>\$ 2,996,830</b>	<b>\$ 3,215,102</b>	<b>\$ 218,272</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 61,650	\$ 45,303	\$ 39,200	\$ (6,103)
94290 OTHER BOOKS	12,552	6,517	271	(6,246)
94310 INSTR SUPPLIES	551,216	729,289	620,100	(109,189)
94315 SOFTWARE-INSTRUCTIONAL	53,656	29,036	15,600	(13,436)
94410 OFFICE SUPPLIES	169,535	170,576	157,512	(13,064)
94415 SOFTWARE NON-INSTR	1,776	7,743	1,220	(6,523)
94435 VEHICLE SUPPLIES	52	-	-	-
94490 OTHER SUPPLIES	127,834	147,934	173,511	25,577
94510 NEWSPAPERS	205	264	-	(264)
94515 FILM/VIDEO RENTALS	4,664	1,099	600	(499)
94525 RECORDS/TAPES/CD'S	290	-	-	-
94530 PUBLICATIONS/CATALOGS	(1,647)	3,598	3,971	373
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 981,783</b>	<b>\$ 1,141,359</b>	<b>\$ 1,011,985</b>	<b>\$ (129,374)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 11,228	\$ 13,344	\$ 13,335	\$ (9)
95210 EQUIPMENT RENTAL	13,993	5,039	1,500	(3,539)
95215 BLDG/ROOM RENTAL	12,975	3,180	1,500	(1,680)
95220 VEHICLE REPR & MAINT	1,801	4,500	1,500	(3,000)
95225 EQUIP REPR & MAINT	68,177	55,810	73,752	17,942
95230 ALARM SYSTEM	-	4,990	240	(4,750)
95235 COMPUTER HW/SW MAINT/LIC	320,265	367,687	769,290	401,603
95310 CONFERENCE	268,602	417,155	379,214	(37,941)
95315 MILEAGE	22,491	17,353	23,906	6,553

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETRESTRICTED  
FUND 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95320 CHARTER SERVICE	7,677	7,634	400	(7,234)
95325 FIELD TRIPS	72,254	101,838	86,251	(15,587)
95330 HOSTING EVENTS/WORKSHOPS	256,507	518,216	86,551	(431,665)
95410 DUES/MEMBERSHIPS	23,509	21,175	10,315	(10,860)
95520 CONSULTANT SERVICES	225,474	396,284	211,075	(185,209)
95525 MEDICAL SERVICES	491	200	-	(200)
95530 CONTRACT LABOR/SERVICES	1,219,512	1,158,359	384,186	(774,173)
95531 CONTRACT LABOR/SERVICES-INSTR	-	-	5,000	5,000
95540 COURIER SERVICES	4,050	2,701	-	(2,701)
95545 APPRAISAL SERVICES	-	-	1,500	1,500
95555 ACCREDITATION SERVICES	2,700	2,090	-	(2,090)
95620 LIAB & PROP INS	5,270	4,849	-	(4,849)
95640 STUDENT INS	109,979	90,508	94,800	4,292
95710 ADVERTISING	26,519	53,602	25,353	(28,249)
95715 PROMOTIONS	30,009	47,227	39,734	(7,493)
95720 PRINTING/BINDING/DUPLICATING	46,181	21,839	46,608	24,769
95725 POSTAGE/SHIPPING	4,963	3,548	5,162	1,614
95920 ADMIN OVERHEAD COSTS	561,495	557,365	449,555	(107,810)
95926 CHARGE BACK-MAIL SERVICES	8,745	2,218	2,100	(118)
95927 CHARGE BACK-PRODUCTION SVCS.	14,753	10,200	11,155	955
95928 CHARGE BACK-TRANSPORTATION	81,856	61,977	106,265	44,288
95935 BAD DEBT EXPENSE	16,674	150	500	350
95990 MISCELLANEOUS	78,510	88,697	192,859	104,162
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 3,516,660</b>	<b>\$ 4,039,735</b>	<b>\$ 3,023,606</b>	<b>\$ (1,016,129)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 21,665,763</b>	<b>\$ 20,297,899</b>	<b>\$ 19,646,090</b>	<b>\$ (651,809)</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 33,465	\$ 71,087	\$ 35,000	\$ (36,087)
96225 ENGINEERING SERVICES	2,910	-	-	-
96245 TESTING SERVICES	-	3,488	3,950	462
96290 FEES & OTHER CHARGES	533	-	-	-

## DISTRICTWIDE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGETRESTRICTED  
FUND 12

<u>SUMMARY DISTRICTWIDE</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	314,420	468,051	274,153	(193,898)
96415 CONSULTANT SERVICES	1,089	1,467	-	(1,467)
96420 ARCHITECT SERVICES	68,779	29,696	10,000	(19,696)
96425 ENGINEERING SERVICES	4,610	10,570	-	(10,570)
96440 INSPECTION SERVICES	6,340	9,250	-	(9,250)
96445 TESTING SERVICES	1,375	9,758	-	(9,758)
96490 FEES & OTHER CHARGES	7,301	1,711	-	(1,711)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	936,590	921,961	546,027	(375,934)
96512 NEW-EQUIPMENT GT \$10,000	552,548	542,293	15,308	(526,985)
96520 NEW-VEHICLES	-	35,000	-	(35,000)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	198,295	310,103	243,495	(66,608)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,128,255</b>	<b>\$ 2,414,435</b>	<b>\$ 1,127,933</b>	<b>\$ (1,286,502)</b>
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ 80,676	\$ 95,427	\$ 67,900	\$ (27,527)
97610 PAYMENTS TO STUDENTS	1,047,677	900,946	679,075	(221,871)
97630 MEAL ALLOWANCES	45,400	25,380	-	(25,380)
97650 HOST FAMILY	54,317	150	-	(150)
97660 DORMITORY	125,578	133,240	68,400	(64,840)
<b>TOTAL OTHER OUTGO</b>	<b>\$ 1,353,648</b>	<b>\$ 1,155,143</b>	<b>\$ 815,375</b>	<b>\$ (339,768)</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 3,481,903</b>	<b>\$ 3,569,578</b>	<b>\$ 1,943,308</b>	<b>\$ (1,626,270)</b>
<b>TOTAL DISTRICTWIDE</b>	<b>\$ 25,147,666</b>	<b>\$ 23,867,477</b>	<b>\$ 21,589,398</b>	<b>\$ (2,278,079)</b>

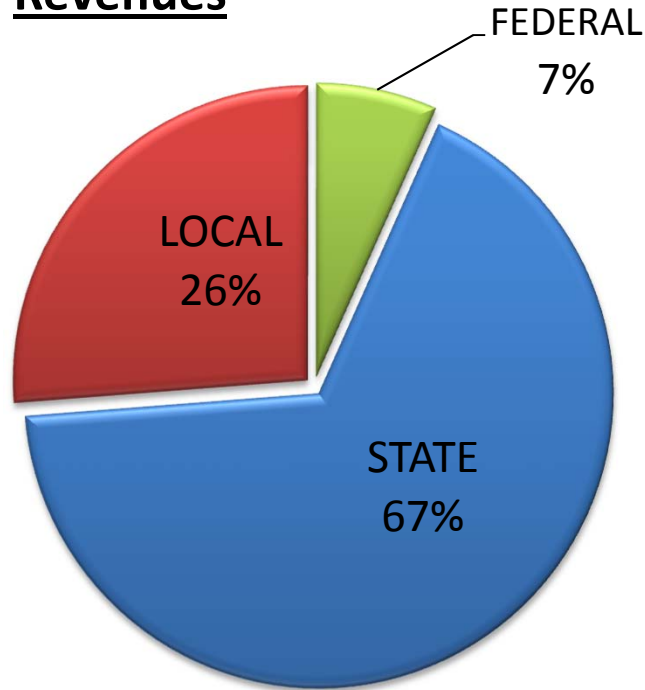
**STATE CENTER COMMUNITY COLLEGE DISTRICT  
GENERAL PURPOSE FINAL ALLOCATION (UNRESTRICTED)  
2013-14 - TENTATIVE BUDGET**

	<u>Districtwide/ District Office</u>	<u>Fresno City College</u>	<u>Reedley College</u>	<u>Willow International</u>	<u>Madera Center</u>	<u>Oakhurst Center</u>	<u>TOTAL DISTRICT</u>
FY 2012-13 BASE ALLOCATION (Revised 2-21-13)	\$ 20,353,581	\$ 69,717,536	\$ 25,088,638	\$ 10,381,167	\$ 5,467,237	\$ 670,044	\$ 131,678,203
<b>PERMANENT ALLOCATION ADJUSTMENTS</b>							
Step/Column Increase:							
Certificated	\$ -	\$ 366,865	\$ 154,058	\$ 65,078	\$ 30,743	\$ -	\$ 616,744
Classified	40,853	67,310	19,491	18,497	13,326	-	159,477
Management/Confidential	36,472	42,157	8,204	3,808	-	-	90,641
PERS Rate (Estimated Increase of 0.5%)	35,110	53,431	20,627	8,200	3,550	397	121,315
SUI Rate Reduction (1.1% down to 0.05%)	(95,606)	(525,180)	(196,377)	(84,079)	(48,656)	(5,125)	(955,023)
Transfer of Positions/Budgets between Sites	154,090	(154,090)	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total 2012-13 Permanent Allocation Adjustments	<u>\$ 170,919</u>	<u>\$ (149,507)</u>	<u>\$ 6,003</u>	<u>\$ 11,504</u>	<u>\$ (1,037)</u>	<u>\$ (4,728)</u>	<u>\$ 33,154</u>
FY 2012-13 ADJUSTED BASE ALLOCATION	<u>\$ 20,524,500</u>	<u>\$ 69,568,029</u>	<u>\$ 25,094,641</u>	<u>\$ 10,392,671</u>	<u>\$ 5,466,200</u>	<u>\$ 665,316</u>	<u>\$ 131,711,357</u>
<b>CURRENT YEAR ADJUSTMENTS</b>							
Retiree Health (Pay-As-You-Go)	\$ 1,185,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,185,822
Parity Pay	581,380	-	-	-	-	-	581,380
Election Costs	-	-	-	-	-	-	0
Facilities Rental	-	26,000	5,000	-	-	-	31,000
Campus Lab School Charges	-	130,000	65,000	120,000	20,000	-	335,000
Misc. Revenues	-	90,000	17,500	-	-	-	107,500
TOTAL CURRENT YEAR ADJUSTMENTS	<u>\$ 1,767,202</u>	<u>\$ 246,000</u>	<u>\$ 87,500</u>	<u>\$ 120,000</u>	<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ 2,240,702</u>
FY 2013-14 ALLOCATION (XX0 Only)	<u>\$ 22,291,702</u>	<u>\$ 69,814,029</u>	<u>\$ 25,182,141</u>	<u>\$ 10,512,671</u>	<u>\$ 5,486,200</u>	<u>\$ 665,316</u>	<u>\$ 133,952,059</u>
<i>Lottery Allocation (LT0)</i>	\$ 1,639,480	\$ 1,351,080	\$ 626,040	\$ 241,542	\$ 122,688	\$ 19,170	\$ 4,000,000
<i>Contingency - State Block Grant Funding</i>	4,700,000	-	-	-	-	-	4,700,000
<i>Parking Fee Maintenance Transfer</i>	200,000	-	-	-	-	-	200,000
<i>Campus Reserve Expenditure Plan</i>	-	2,988,137	1,068,900	347,315	266,400	-	4,670,752
<i>Total Fund 11 (Unrestricted) Budget</i>	<u>\$ 28,831,182</u>	<u>\$ 74,153,246</u>	<u>\$ 26,877,081</u>	<u>\$ 11,101,528</u>	<u>\$ 5,875,288</u>	<u>\$ 684,486</u>	<u>\$ 147,522,811</u>

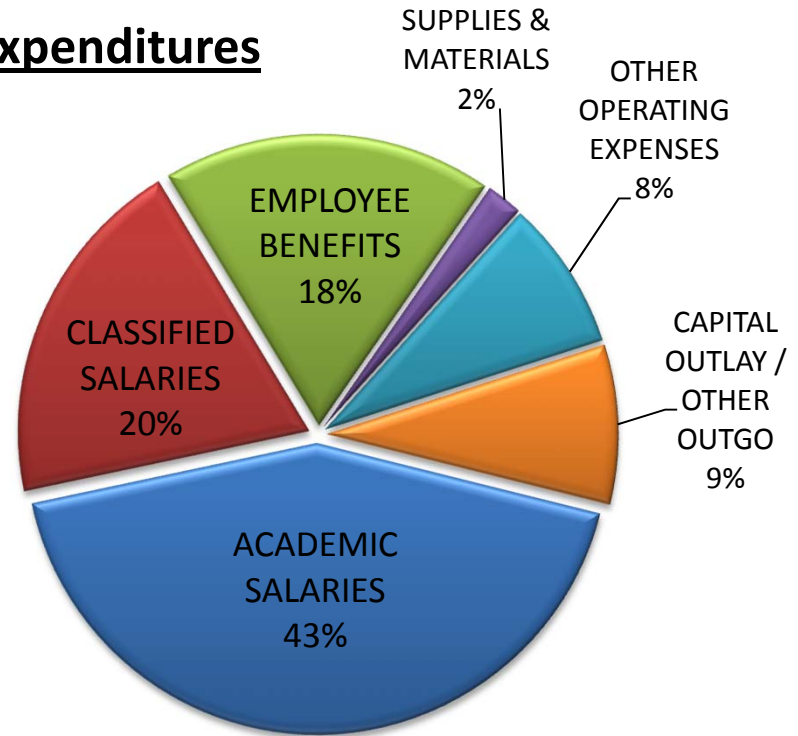


STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND  
REVENUE AND EXPENDITURE SUMMARY

**Revenues**



**Expenditures**

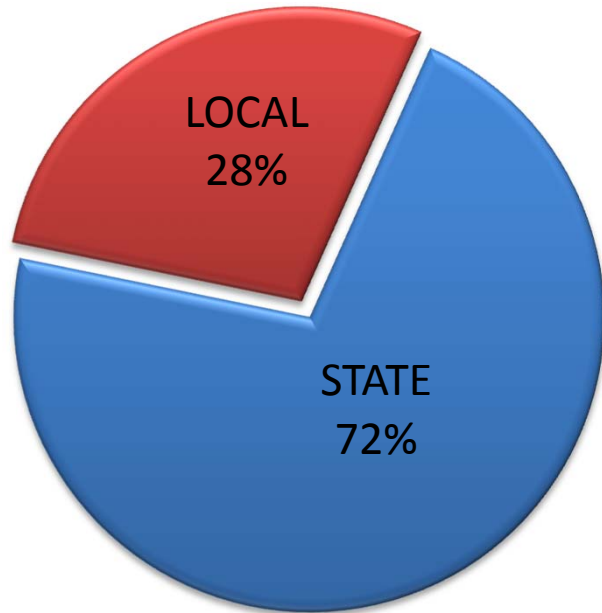


REVENUES		
STATE	108,411,563	67%
LOCAL	42,379,049	26%
FEDERAL	10,753,054	7%
<b>TOTAL REVENUES</b>	<b>161,543,666</b>	<b>100%</b>

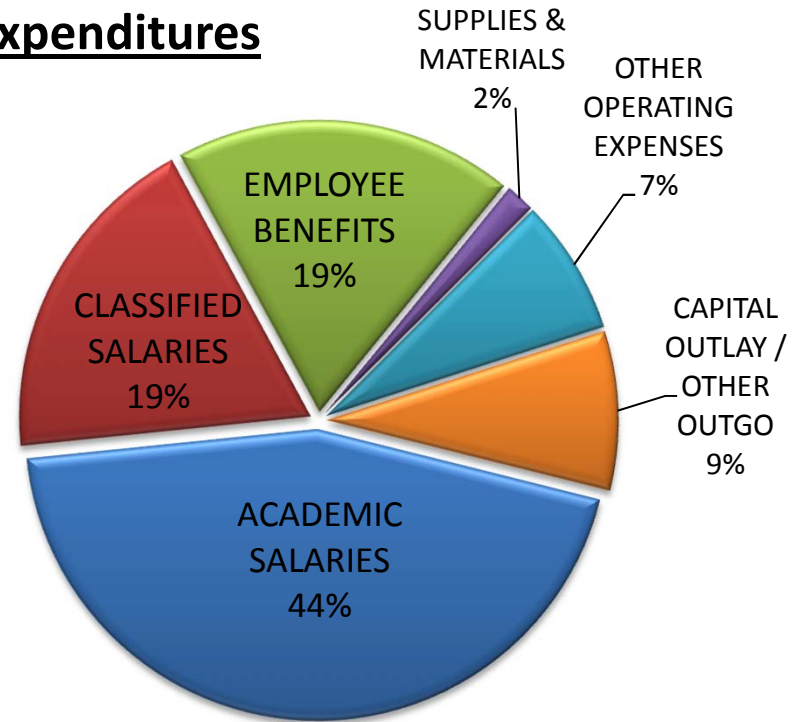
EXPENDITURES		
ACADEMIC SALARIES	72,363,343	43%
CLASSIFIED SALARIES	33,268,674	20%
EMPLOYEE BENEFITS	30,981,317	18%
SUPPLIES & MATERIALS	3,410,944	2%
OTHER OPERATING EXPENSES	14,121,601	8%
CAPITAL OUTLAY / OTHER OUTGO	14,966,330	9%
<b>TOTAL EXPENDITURES</b>	<b>169,112,209</b>	<b>100%</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND  
REVENUE AND EXPENDITURE SUMMARY

**Revenues**



**Expenditures**

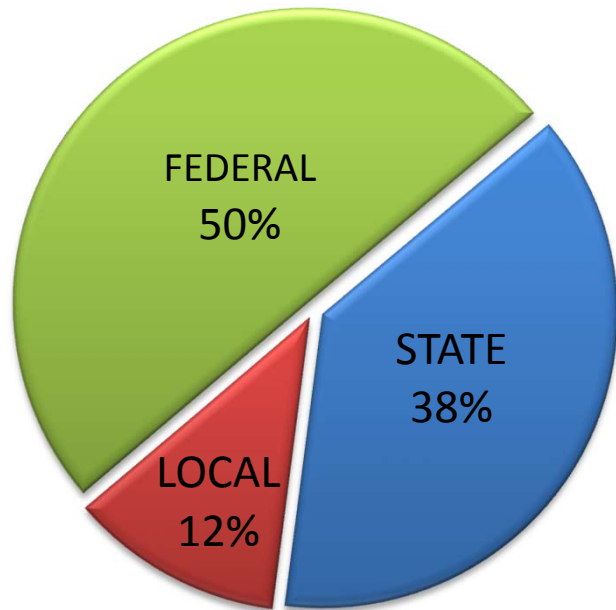


REVENUES		
STATE	100,223,268	72%
LOCAL	39,856,000	28%
FEDERAL	-	0%
<b>TOTAL REVENUES</b>	<b>140,079,268</b>	<b>100%</b>

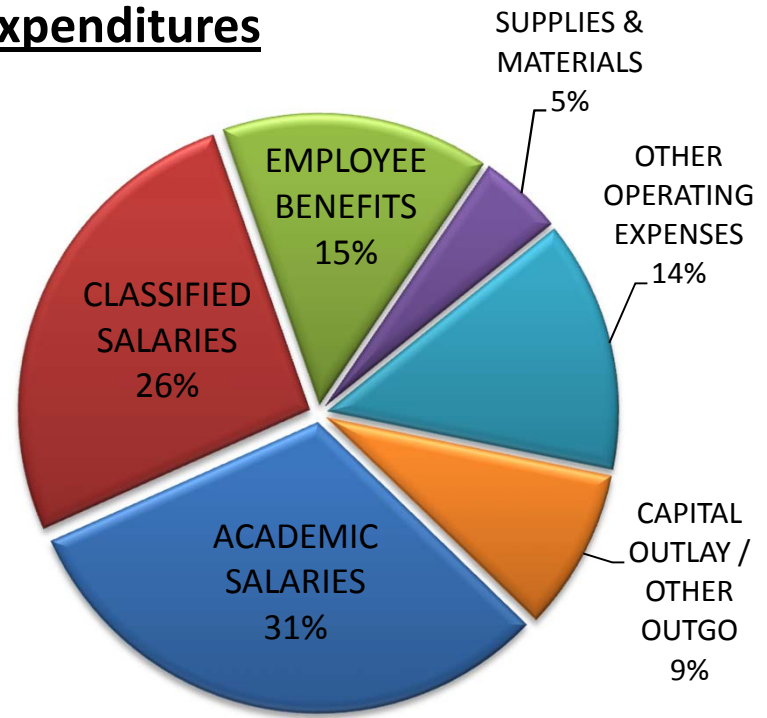
EXPENDITURES		
ACADEMIC SALARIES	65,650,189	44%
CLASSIFIED SALARIES	27,586,431	19%
EMPLOYEE BENEFITS	27,766,215	19%
SUPPLIES & MATERIALS	2,398,959	2%
OTHER OPERATING EXPENSES	11,097,995	7%
CAPITAL OUTLAY/OTHER OUTGO	13,023,022	9%
<b>TOTAL EXPENDITURES</b>	<b>147,522,811</b>	<b>100%</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND  
REVENUE AND EXPENDITURE SUMMARY

**Revenues**



**Expenditures**



REVENUES		
STATE	8,188,295	38%
LOCAL	2,523,049	12%
FEDERAL	10,753,054	50%
<b>TOTAL REVENUES</b>	<b>21,464,398</b>	<b>100%</b>

EXPENDITURES		
ACADEMIC SALARIES	6,713,154	31%
CLASSIFIED SALARIES	5,682,243	26%
EMPLOYEE BENEFITS	3,215,102	15%
SUPPLIES & MATERIALS	1,011,985	5%
OTHER OPERATING EXPENSES	3,023,606	14%
CAPITAL OUTLAY/OTHER OUTGO	1,943,308	9%
<b>TOTAL EXPENDITURES</b>	<b>21,589,398</b>	<b>100%</b>



## **DISTRICT OFFICE/OPERATIONS BUDGET SUMMARY**

The district office provides many administrative and delivery services available to the various campuses of the State Center Community College District. The district offices, including the operations department, are located adjacent to the Fresno City College campus in central Fresno. In addition to the central administration, the district office provides most of the personnel/human resources functions, management information systems/data processing functions, purchasing services, accounting and payroll functions, legal services, curriculum coordination, public relations, and coordination of district grants and Foundation activities.

In 1996-97 the operations services, including maintenance, grounds, police, construction, transportation, warehouse, utilities, and safety, were

reorganized into centralized services. The purpose of the reorganization was to better service the various district sites, become more cost effective by utilizing personnel and coordinating contracts and outside purchases, and provide greater consistency in programs for the various campuses, as well as the community at large. The district operations department includes approximately 64 full-time employees in the budget, as well as the utilization of part-time staff, to provide the services outlined above.

The district office/operations budget includes personnel and operational costs to provide delivery of the various services to the district campuses.

Following is a budget summary by object for the 2013-14 fiscal year for the district office/operations:

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91210 REG-MANAGEMENT	\$ 1,431,089	\$ 1,397,962	\$ 1,291,796	\$ (106,166)
91220 REG NON-MANAGEMENT	78,183	88,583	91,661	3,078
91310 HOURLY, GRADED CLASSES	466,592	469,036	506,968	37,932
91410 HRLY-MANAGEMENT	224,514	137,301	-	(137,301)
91415 HRLY NON-MANAGEMENT	87,755	104,851	33,769	(71,082)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 2,288,133</b>	<b>\$ 2,197,733</b>	<b>\$ 1,924,194</b>	<b>\$ (273,539)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 5,466,965	\$ 5,370,905	\$ 5,586,073	\$ 215,168
92115 CONFIDENTIAL	818,766	725,261	800,645	75,384
92120 MANAGEMENT-CLASS	1,277,425	1,354,006	1,426,575	72,569
92150 O/T-CLASSIFIED	125,756	187,320	107,757	(79,563)
92310 HOURLY STUDENTS	234,002	237,878	194,089	(43,789)
92320 HOURLY NON-STUDENTS	266,585	423,321	171,800	(251,521)
92330 PERM PART-TIME	66,703	82,124	97,364	15,240
92350 O/T NON-INSTR	56,914	30,000	-	(30,000)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 8,313,116</b>	<b>\$ 8,410,814</b>	<b>\$ 8,384,303</b>	<b>\$ (26,511)</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 29,269	\$ 25,012	\$ 41,825	\$ 16,813
93130 STRS NON-INSTR	96,100	100,303	90,928	(9,375)
93210 PERS-INSTRUCTIONAL	41	38	-	(38)
93230 PERS NON-INSTR	871,703	904,713	963,025	58,312
93310 OASDI-INSTRUCTIONAL	5,703	6,807	7,351	544
93330 OASDI NON-INSTR	636,911	625,102	638,893	13,791
93430 H&W NON-INSTR	1,814,738	1,822,593	1,857,549	34,956
93490 H&W-RETIREEES	1,090,660	1,267,950	1,185,822	(82,128)
93510 SUI-INSTRUCTIONAL	64,450	45,230	253	(44,977)
93530 SUI NON-INSTR	212,100	144,687	6,310	(138,377)
93610 WORK COMP-INSTRUCTIONAL	(34,372)	(75,491)	8,760	84,251
93630 WORK COMP NON-INSTR	133,025	79,881	154,237	74,356
93710 PARS-INSTRUCTIONAL	3,991	3,901	16,223	12,322

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93730 PARS NON-INSTR	11,940	13,330	2,609	(10,721)
93910 OTHER EMP BEN-INSTR	(9,325)	(5,371)	-	5,371
93930 OTHER EMP BEN NON-INSTR	29,117	25,138	-	(25,138)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 4,956,051</b>	<b>\$ 4,983,823</b>	<b>\$ 4,973,785</b>	<b>\$ (10,038)</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ -	\$ 4,891	\$ -	\$ (4,891)
94290 OTHER BOOKS	7,359	2,172	-	(2,172)
94310 INSTR SUPPLIES	5,000	-	-	-
94410 OFFICE SUPPLIES	49,676	76,708	68,310	(8,398)
94415 SOFTWARE NON-INSTR	14,791	20,241	17,675	(2,566)
94420 CUSTODIAL SUPPLIES	-	7,133	-	(7,133)
94425 GROUNDS/BLDG SUPPLIES	368,397	306,730	366,620	59,890
94430 POOL SUPPLIES	37,748	27,500	-	(27,500)
94435 VEHICLE SUPPLIES	244,404	195,361	-	(195,361)
94490 OTHER SUPPLIES	62,643	63,199	52,957	(10,242)
94510 NEWSPAPERS	442	644	800	156
94515 FILM/VIDEO RENTALS	-	-	200	200
94530 PUBLICATIONS/CATALOGS	7,480	8,914	10,911	1,997
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 797,940</b>	<b>\$ 713,493</b>	<b>\$ 517,473</b>	<b>\$ (196,020)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 3,423,233	\$ 3,553,500	\$ 3,740,581	\$ 187,081
95115 WATER,SEWER & WASTE	524,754	512,383	550,000	37,617
95120 FUEL OIL	-	-	202,000	202,000
95125 TELE/PAGER/CELL SERVICE	126,496	134,336	123,225	(11,111)
95190 OTHER UTILITY SERVICES	4,881	3,796	4,150	354
95210 EQUIPMENT RENTAL	9,486	9,882	7,300	(2,582)
95215 BLDG/ROOM RENTAL	6,525	600	-	(600)
95220 VEHICLE REPR & MAINT	31,057	40,743	45,000	4,257
95225 EQUIP REPR & MAINT	253,559	220,861	228,773	7,912
95230 ALARM SYSTEM	65,014	65,652	19,000	(46,652)
95235 COMPUTER HW/SW MAINT/LIC	575,747	562,673	556,621	(6,052)

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95310 CONFERENCE	226,997	230,846	191,464	(39,382)
95315 MILEAGE	89,838	114,732	87,514	(27,218)
95320 CHARTER SERVICE	2,297	2,000	2,000	-
95325 FIELD TRIPS	-	205	-	(205)
95330 HOSTING EVENTS/WORKSHOPS	145,461	364,230	18,745	(345,485)
95410 DUES/MEMBERSHIPS	110,607	115,702	103,610	(12,092)
95520 CONSULTANT SERVICES	249,526	342,940	7,000	(335,940)
95525 MEDICAL SERVICES	10,279	15,300	15,940	640
95530 CONTRACT LABOR/SERVICES	1,362,595	1,334,314	693,790	(640,524)
95531 CONTRACT LABOR/SERVICES-INSTR	-	-	5,000	5,000
95540 COURIER SERVICES	6,750	7,426	4,050	(3,376)
95545 APPRAISAL SERVICES	-	-	1,500	1,500
95560 LEGAL SERVICES	404,742	525,500	463,702	(61,798)
95565 ELECTION SERVICES	-	100,000	-	(100,000)
95570 AUDIT SERVICES	125,200	75,000	78,750	3,750
95620 LIAB & PROP INS	878,284	881,217	885,000	3,783
95690 ADMIN COSTS-INS	4	-	-	-
95710 ADVERTISING	61,480	169,917	154,453	(15,464)
95715 PROMOTIONS	22,706	32,936	16,000	(16,936)
95720 PRINTING/BINDING/DUPLICATING	28,396	20,152	32,800	12,648
95725 POSTAGE/SHIPPING	21,606	37,513	62,800	25,287
95920 ADMIN OVERHEAD COSTS	(400,222)	(425,149)	(391,858)	33,291
95926 CHARGE BACK-MAIL SERVICES	243	36	1,450	1,414
95927 CHARGE BACK-PRODUCTION SVCS.	10,973	12,078	27,200	15,122
95928 CHARGE BACK-TRANSPORTATION	(447,881)	(419,248)	(458,851)	(39,603)
95935 BAD DEBT EXPENSE	114,804	115,000	250,000	135,000
95940 DISCOUNTS	409,646	274,336	50,000	(224,336)
95990 MISCELLANEOUS	70,096	52,046	49,850	(2,196)
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 8,525,179</b>	<b>\$ 9,083,455</b>	<b>\$ 7,828,559</b>	<b>\$ (1,254,896)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 24,880,419</b>	<b>\$ 25,389,318</b>	<b>\$ 23,628,314</b>	<b>\$ (1,761,004)</b>



DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 4,226	\$ -	\$ -	\$ -
96220 ARCHITECT SERVICES	133	-	-	-
96245 TESTING SERVICES	1,695	1,785	-	(1,785)
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	5,638	4,250	-	(4,250)
96415 CONSULTANT SERVICES	2,290	2,156	-	(2,156)
96445 TESTING SERVICES	375	-	-	-
96490 FEES & OTHER CHARGES	1,845	-	-	-
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	112,365	184,609	474,492	289,883
96512 NEW-EQUIPMENT GT \$10,000	110,761	134,500	-	(134,500)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 239,328</b>	<b>\$ 327,300</b>	<b>\$ 474,492</b>	<b>\$ 147,192</b>
<b>97000-OTHER OUTGO</b>				
97310 INTERFUND TRANSFERS-OUT	\$ 684,000	\$ 250,335	\$ 200,000	\$ (50,335)
97650 HOST FAMILY	3,125	7,000	-	(7,000)
97910 CONTINGENCIES	-	-	4,800,000	4,800,000
<b>TOTAL OTHER OUTGO</b>	<b>\$ 687,125</b>	<b>\$ 257,335</b>	<b>\$ 5,000,000</b>	<b>\$ 4,742,665</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 926,453</b>	<b>\$ 584,635</b>	<b>\$ 5,474,492</b>	<b>\$ 4,889,857</b>
<b>TOTAL DISTRICT OFFICE/OPERATIONS</b>	<b>\$ 25,806,872</b>	<b>\$ 25,973,953</b>	<b>\$ 29,102,806</b>	<b>\$ 3,128,853</b>

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91210 REG-MANAGEMENT	\$ 1,296,163	\$ 1,267,886	\$ 1,281,323	\$ 13,437
91220 REG NON-MANAGEMENT	48,155	36,116	48,154	12,038
91310 HOURLY, GRADED CLASSES	466,410	469,036	506,968	37,932
91410 HRLY-MANAGEMENT	122,654	63,589	-	(63,589)
91415 HRLY NON-MANAGEMENT	73,088	70,628	-	(70,628)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 2,006,470</b>	<b>\$ 1,907,255</b>	<b>\$ 1,836,445</b>	<b>\$ (70,810)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 5,150,128	\$ 5,100,519	\$ 5,571,021	\$ 470,502
92115 CONFIDENTIAL	818,766	725,261	800,645	75,384
92120 MANAGEMENT-CLASS	1,277,425	1,354,006	1,426,575	72,569
92150 O/T-CLASSIFIED	117,656	173,886	107,757	(66,129)
92310 HOURLY STUDENTS	226,932	209,213	194,089	(15,124)
92320 HOURLY NON-STUDENTS	228,038	378,012	171,800	(206,212)
92330 PERM PART-TIME	42,053	63,569	75,788	12,219
92350 O/T NON-INSTR	56,914	30,000	-	(30,000)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 7,917,912</b>	<b>\$ 8,034,465</b>	<b>\$ 8,347,675</b>	<b>\$ 313,210</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 29,254	\$ 25,012	\$ 41,825	\$ 16,813
93130 STRS NON-INSTR	82,446	86,275	85,589	(686)
93210 PERS-INSTRUCTIONAL	41	38	-	(38)
93230 PERS NON-INSTR	835,714	870,649	961,252	90,603
93310 OASDI-INSTRUCTIONAL	5,700	6,807	7,351	544
93330 OASDI NON-INSTR	606,304	596,164	635,998	39,834
93430 H&W NON-INSTR	1,719,154	1,739,963	1,844,576	104,613
93490 H&W-RETIREEES	1,090,660	1,267,950	1,185,822	(82,128)
93510 SUI-INSTRUCTIONAL	64,447	45,230	253	(44,977)
93530 SUI NON-INSTR	201,289	137,036	4,612	(132,424)
93610 WORK COMP-INSTRUCTIONAL	(34,375)	(75,491)	8,760	84,251
93630 WORK COMP NON-INSTR	121,370	68,728	152,132	83,404
93710 PARS-INSTRUCTIONAL	3,991	3,848	16,223	12,375

DISTRICT OFFICE/  
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STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93730 PARS NON-INSTR	9,807	10,434	1,178	(9,256)
93910 OTHER EMP BEN-INSTR	(9,325)	(5,371)	-	5,371
93930 OTHER EMP BEN NON-INSTR	29,117	25,138	-	(25,138)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 4,755,594</b>	<b>\$ 4,802,410</b>	<b>\$ 4,945,571</b>	<b>\$ 143,161</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94290 OTHER BOOKS	\$ 228	\$ 700	\$ -	\$ (700)
94410 OFFICE SUPPLIES	38,555	58,667	65,890	7,223
94415 SOFTWARE	14,222	20,241	17,675	(2,566)
94420 CUSTODIAL SUPPLIES	-	7,133	-	(7,133)
94425 GROUNDS/BLDG SUPPLIES	368,397	306,730	366,620	59,890
94430 POOL SUPPLIES	37,748	27,500	-	(27,500)
94435 VEHICLE SUPPLIES	244,404	195,361	-	(195,361)
94490 OTHER SUPPLIES	60,112	54,283	45,650	(8,633)
94510 NEWSPAPERS	257	400	800	400
94515 FILM/VIDEO RENTALS	-	-	200	200
94530 PUBLICATIONS/CATALOGS	6,514	8,296	10,590	2,294
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 770,437</b>	<b>\$ 679,311</b>	<b>\$ 507,425</b>	<b>\$ (171,886)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 3,423,233	\$ 3,553,500	\$ 3,740,581	\$ 187,081
95115 WATER,SEWER & WASTE	524,754	512,383	550,000	37,617
95120 FUEL OIL	-	-	202,000	202,000
95125 TELE/PAGER/CELL SERVICE	123,805	129,815	123,225	(6,590)
95190 OTHER UTILITY SERVICES	4,881	3,796	4,150	354
95210 EQUIPMENT RENTAL	7,945	9,142	7,000	(2,142)
95215 BLDG/ROOM RENTAL	6,525	-	-	-
95220 VEHICLE REPR & MAINT	31,057	40,743	45,000	4,257
95225 EQUIP REPR & MAINT	245,766	213,361	227,773	14,412
95230 ALARM SYSTEM	65,014	60,902	19,000	(41,902)
95235 COMPUTER HW/SW MAINT/LIC	565,975	562,000	555,421	(6,579)
95310 CONFERENCE	177,282	163,137	174,214	11,077
95315 MILEAGE	87,061	112,489	85,811	(26,678)

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95320 CHARTER SERVICE	2,297	2,000	2,000	-
95325 FIELD TRIPS	-	205	-	(205)
95330 HOSTING EVENTS/WORKSHOPS	23,820	26,214	11,100	(15,114)
95410 DUES/MEMBERSHIPS	101,217	107,091	103,610	(3,481)
95520 CONSULTANT SERVICES	231,851	125,541	-	(125,541)
95525 MEDICAL SERVICES	10,279	15,300	15,940	640
95530 CONTRACT LABOR/SERVICES	370,854	457,481	671,290	213,809
95540 COURIER SERVICES	4,050	4,725	4,050	(675)
95560 LEGAL SERVICES	404,742	525,500	463,702	(61,798)
95565 ELECTION SERVICES	-	100,000	-	(100,000)
95570 AUDIT SERVICES	125,200	75,000	78,750	3,750
95620 LIAB & PROP INS	878,284	881,217	885,000	3,783
95690 ADMIN COSTS-INS	4	-	-	-
95710 ADVERTISING	38,134	123,800	143,200	19,400
95715 PROMOTIONS	1,317	858	-	(858)
95720 PRINTING/BINDING/DUPLICATING	10,212	12,200	29,800	17,600
95725 POSTAGE/SHIPPING	16,927	36,045	61,800	25,755
95920 ADMIN OVERHEAD COSTS	(527,497)	(520,497)	(400,000)	120,497
95926 CHARGE BACK-MAIL SERVICES	243	36	1,450	1,414
95927 CHARGE BACK-PRODUCTION SVCS.	9,561	11,003	27,200	16,197
95928 CHARGE BACK-TRANSPORTATION	(449,822)	(419,631)	(458,851)	(39,220)
95935 BAD DEBT EXPENSE	114,804	115,000	250,000	135,000
95940 DISCOUNTS	409,646	274,336	50,000	(224,336)
95990 MISCELLANEOUS	68,763	52,046	49,850	(2,196)
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 7,108,184</b>	<b>\$ 7,366,738</b>	<b>\$ 7,724,066</b>	<b>\$ 357,328</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 22,558,597</b>	<b>\$ 22,790,179</b>	<b>\$ 23,361,182</b>	<b>\$ 571,003</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 4,226	\$ -	\$ -	\$ -
96220 ARCHITECT SERVICES	133	-	-	-
96245 TESTING SERVICES	1,695	1,785	-	(1,785)

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	5,638	4,250	-	(4,250)
96415 CONSULTANT SERVICES	2,290	2,156	-	(2,156)
96445 TESTING SERVICES	375	-	-	-
96490 FEES & OTHER CHARGES	1,845	-	-	-
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	105,360	166,241	470,000	303,759
96512 NEW-EQUIPMENT GT \$10,000	110,761	134,500	-	(134,500)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 232,323</b>	<b>\$ 308,932</b>	<b>\$ 470,000</b>	<b>\$ 161,068</b>
<b>97000-OTHER OUTGO</b>				
97310 INTERFUND TRANSFERS-OUT	\$ 684,000	\$ 250,335	\$ 200,000	\$ (50,335)
97650 HOST FAMILY	3,125	7,000	-	(7,000)
97910 CONTINGENCIES	-	-	4,800,000	4,800,000
<b>TOTAL OTHER OUTGO</b>	<b>\$ 687,125</b>	<b>\$ 257,335</b>	<b>\$ 5,000,000</b>	<b>\$ 4,742,665</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 919,448</b>	<b>\$ 566,267</b>	<b>\$ 5,470,000</b>	<b>\$ 4,903,733</b>
<b>TOTAL DISTRICT OFFICE/OPERATIONS</b>	<b>\$ 23,478,045</b>	<b>\$ 23,356,446</b>	<b>\$ 28,831,182</b>	<b>\$ 5,474,736</b>

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91210 REG-MANAGEMENT	\$ 134,926	\$ 130,076	\$ 10,473	\$ (119,603)
91220 REG NON-MANAGEMENT	30,028	52,467	43,507	(8,960)
91310 HOURLY, GRADED CLASSES	182	-	-	-
91410 HRLY-MANAGEMENT	101,860	73,712	-	(73,712)
91415 HRLY NON-MANAGEMENT	14,667	34,223	33,769	(454)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 281,663</b>	<b>\$ 290,478</b>	<b>\$ 87,749</b>	<b>\$ (202,729)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 316,837	\$ 270,386	\$ 15,052	\$ (255,334)
92150 O/T-CLASSIFIED	8,100	13,434	-	(13,434)
92310 HOURLY STUDENTS	7,070	28,665	-	(28,665)
92320 HOURLY NON-STUDENTS	38,547	45,309	-	(45,309)
92330 PERM PART-TIME	24,650	18,555	21,576	3,021
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 395,204</b>	<b>\$ 376,349</b>	<b>\$ 36,628</b>	<b>\$ (339,721)</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 15	\$ -	\$ -	\$ -
93130 STRS NON-INSTR	13,654	14,028	5,339	(8,689)
93230 PERS NON-INSTR	35,989	34,064	1,773	(32,291)
93310 OASDI-INSTRUCTIONAL	3	-	-	-
93330 OASDI NON-INSTR	30,607	28,938	2,895	(26,043)
93430 H&W NON-INSTR	95,584	82,630	12,973	(69,657)
93510 SUI-INSTRUCTIONAL	3	-	-	-
93530 SUI NON-INSTR	10,811	7,651	1,698	(5,953)
93610 WORK COMP-INSTRUCTIONAL	3	-	-	-
93630 WORK COMP NON-INSTR	11,655	11,153	2,105	(9,048)
93710 PARS-INSTRUCTIONAL	-	53	-	(53)
93730 PARS NON-INSTR	2,133	2,896	1,431	(1,465)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 200,457</b>	<b>\$ 181,413</b>	<b>\$ 28,214</b>	<b>\$ (153,199)</b>

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ -	\$ 4,891	\$ -	\$ (4,891)
94290 OTHER BOOKS	7,131	1,472	-	(1,472)
94310 INSTR SUPPLIES	5,000	-	-	-
94410 OFFICE SUPPLIES	11,121	18,041	2,420	(15,621)
94415 SOFTWARE NON-INSTR	569	-	-	-
94490 OTHER SUPPLIES	2,531	8,916	7,307	(1,609)
94510 NEWSPAPERS	185	244	-	(244)
94530 PUBLICATIONS/CATALOGS	966	618	321	(297)
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 27,503</b>	<b>\$ 34,182</b>	<b>\$ 10,048</b>	<b>\$ (24,134)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 2,691	\$ 4,521	\$ -	\$ (4,521)
95210 EQUIPMENT RENTAL	1,541	740	300	(440)
95215 BLDG/ROOM RENTAL	-	600	-	(600)
95225 EQUIP REPR & MAINT	7,793	7,500	1,000	(6,500)
95230 ALARM SYSTEM	-	4,750	-	(4,750)
95235 COMPUTER HW/SW MAINT/LIC	9,772	673	1,200	527
95310 CONFERENCE	49,715	67,709	17,250	(50,459)
95315 MILEAGE	2,777	2,243	1,703	(540)
95330 HOSTING EVENTS/WORKSHOPS	121,641	338,016	7,645	(330,371)
95410 DUES/MEMBERSHIPS	9,390	8,611	-	(8,611)
95520 CONSULTANT SERVICES	17,675	217,399	7,000	(210,399)
95530 CONTRACT LABOR/SERVICES	991,741	876,833	22,500	(854,333)
95531 CONTRACT LABOR/SERVICES-INSTR	-	-	5,000	5,000
95540 COURIER SERVICES	2,700	2,701	-	(2,701)
95545 APPRAISAL SERVICES	-	-	1,500	1,500
95710 ADVERTISING	23,346	46,117	11,253	(34,864)
95715 PROMOTIONS	21,389	32,078	16,000	(16,078)
95720 PRINTING/BINDING/DUPLICATING	18,184	7,952	3,000	(4,952)
95725 POSTAGE/SHIPPING	4,679	1,468	1,000	(468)
95920 ADMIN OVERHEAD COSTS	127,275	95,348	8,142	(87,206)

DISTRICT OFFICE/  
OPERATIONS

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95927 CHARGE BACK-PRODUCTION SVCS.	1,412	1,075	-	(1,075)
95928 CHARGE BACK-TRANSPORTATION	1,941	383	-	(383)
95990 MISCELLANEOUS	1,333	-	-	-
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 1,416,995</b>	<b>\$ 1,716,717</b>	<b>\$ 104,493</b>	<b>\$ (1,612,224)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 2,321,822</b>	<b>\$ 2,599,139</b>	<b>\$ 267,132</b>	<b>\$ (2,332,007)</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ 7,005	\$ 18,368	\$ 4,492	\$ (13,876)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 7,005</b>	<b>\$ 18,368</b>	<b>\$ 4,492</b>	<b>\$ (13,876)</b>
<b>97000-OTHER OUTGO</b>				
<b>TOTAL OTHER OUTGO</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 7,005</b>	<b>\$ 18,368</b>	<b>\$ 4,492</b>	<b>\$ (13,876)</b>
<b>TOTAL DISTRICT OFFICE/OPERATIONS</b>	<b>\$ 2,328,827</b>	<b>\$ 2,617,507</b>	<b>\$ 271,624</b>	<b>\$ (2,345,883)</b>





## **FRESNO CITY COLLEGE BUDGET SUMMARY**

Fresno City College (FCC), with an annual student population in excess of 30,000, nestled in the central part of the city of Fresno, has the distinction of being the oldest California community college. Since opening its doors in 1910, FCC has been a model for academic and extracurricular activities. Students are afforded multiple educational opportunities at the college including availability of over 100 major courses of study for the achievement of an associate in arts or science degree. Others have found the ever-increasing vocational curriculum with a certificate of achievement and employment opportunities appealing. Additionally, Fresno City College offers training in over 200 vocational/occupational programs.

The college also includes the Career & Technology Center (CTC), offering open-entry, 20-30 week vocational programs, and The Training Institute, that provides skill-based training to individuals and customized training to local businesses. In November 2002 a \$161 million Measure E facilities bond was allocated to FCC with \$40 million to purchase and begin the development of a 120-acre site for CTC. The police academy, currently at FCC, the fire academy, and vocational and general education

classes at CTC will be relocated to this new site.

The Fresno City College campus includes more than 51 buildings located on 104 developed acres. These buildings comprise approximately 792,000 square feet of space for educational and support programs. Continuous renovations and improvements to existing buildings and grounds have been undertaken for the convenience and access of the college's diverse student population. Examples of these projects include the modernization of classrooms, carpet, paint, and concrete maintenance.

Fresno City College offers a comprehensive program of study. Students have the option of taking introductory to advanced classes in the sciences, humanities, fine and performing arts, social sciences, allied health, and occupational education. These programs are designed to meet the various needs of students: transfer, the workforce, or lifelong learning. The college also offers a variety of student learning support services that assist students in developing the necessary skills for success in the classroom and the workplace.

From athletics to forensics, music and theatre arts

performances to journalism, and Rams Tale literary magazine to student clubs, a robust co-curricular environment serves to enhance the students' educational experience at the college.

The student services area is designed to assist students both academically and personally. Financial aid, counseling, disabled student services, extended opportunity program and services (EOP&S), health services, psychological services, assessment testing, re-entry services, outreach, and other services are available to meet students' varying needs.

The student body is made up of a diverse student population representing various age brackets and ethnic makeup reflective of the greater Fresno community. A wide range of activities and programs encourages participation by our diverse student population. College activities include clubs, student government, athletics, music, theater arts, forensics, publications, and various cultural events. FCC offers a truly comprehensive college environment.

The California economy continues to be a challenge for the budget development process. While the Proposition 30 dollars have restored much of the budget to the previous year's allocation, there is still uncertainty regarding the governor's proposed undesignated apportionment restoration for fiscal year 2013-14. The

governor has indicated that these funds may be used for COLA, workload restoration, or possibly categorical restoration. Until this question is answered the budgeting process cannot be completed for the fiscal year.

The planning processes have increased throughout the institution, budget requests with a primary focus on the Board stated priority goals of a technology vision for the future, program reviews, student success, strategic enrollment management, and re-envisioning the future of the district.

Following is a 2013-14 budget summary by object for Fresno City College:

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 23,705,455	\$ 24,755,994	\$ 24,255,414	\$ (500,580)
91125 REG SABBATICAL	-	-	50,860	50,860
91130 TEMP.GRADED CLASSES	166,909	378,798	-	(378,798)
91210 REG-MANAGEMENT	3,234,649	2,844,934	3,096,462	251,528
91215 REG-COUNSELORS	3,101,227	2,382,918	2,806,700	423,782
91220 REG NON-MANAGEMENT	3,095,822	3,301,670	3,315,359	13,689
91310 HOURLY,GRADED CLASSES	5,273,448	6,202,821	5,571,493	(631,328)
91320 OVERLOAD,GRADED CLASSES	1,166,645	1,277,696	1,166,041	(111,655)
91330 HRLY-SUMMER SESSIONS	882,037	794,449	1,288,653	494,204
91335 HRLY-SUBSTITUTES	207,084	258,995	135,479	(123,516)
91415 HRLY NON-MANAGEMENT	1,968,532	2,269,130	2,020,734	(248,396)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 42,801,808</b>	<b>\$ 44,467,405</b>	<b>\$ 43,707,195</b>	<b>\$ (760,210)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 10,856,122	\$ 10,305,699	\$ 11,178,927	\$ 873,228
92115 CONFIDENTIAL	146,534	137,600	137,621	21
92120 MANAGEMENT-CLASS	562,578	524,106	627,915	103,809
92150 O/T-CLASSIFIED	156,993	129,584	25,386	(104,198)
92210 INSTR AIDES	1,141,972	1,121,465	1,197,833	76,368
92250 O/T-INSTR AIDES	807	-	-	-
92310 HOURLY STUDENTS	1,183,760	1,102,626	1,261,348	158,722
92320 HOURLY NON-STUDENTS	576,869	321,113	123,941	(197,172)
92330 PERM PART-TIME	198,287	162,945	383,805	220,860
92350 O/T NON-INSTR	7	-	-	-
92410 HRLY-INSTR AIDES-STUDENTS	259,968	216,936	264,884	47,948
92420 HRLY INSTR AIDES NON-STUDENTS	84,236	82,669	-	(82,669)
92430 PERM P/T INSTR AIDES/OTHER	160,242	168,434	253,943	85,509
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 15,328,375</b>	<b>\$ 14,273,177</b>	<b>\$ 15,455,603</b>	<b>\$ 1,182,426</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 2,346,580	\$ 2,502,108	\$ 2,634,627	\$ 132,519
93130 STRS NON-INSTR	795,288	770,685	842,429	71,744

FRESNO CITY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93210 PERS-INSTRUCTIONAL	186,841	199,559	225,968	26,409
93230 PERS NON-INSTR	1,377,630	1,343,744	1,498,926	155,182
93310 OASDI-INSTRUCTIONAL	560,903	571,255	617,698	46,443
93330 OASDI NON-INSTR	1,109,565	1,025,155	1,116,209	91,054
93410 H&W-INSTRUCTIONAL	3,896,279	3,802,437	3,914,540	112,103
93430 H&W NON-INSTR	4,207,465	3,865,720	4,263,453	397,733
93510 SUI-INSTRUCTIONAL	533,692	370,673	94,928	(275,745)
93530 SUI NON-INSTR	387,537	244,224	67,629	(176,595)
93610 WORK COMP-INSTRUCTIONAL	573,803	559,227	568,673	9,446
93630 WORK COMP NON-INSTR	431,295	393,986	398,053	4,067
93710 PARS-INSTRUCTIONAL	75,731	80,222	18,801	(61,421)
93730 PARS NON-INSTR	34,136	29,051	31,053	2,002
93930 OTHER EMP BEN NON-INSTR	93,333	17,778	-	(17,778)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 16,610,078</b>	<b>\$ 15,775,824</b>	<b>\$ 16,292,987</b>	<b>\$ 517,163</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 14,816	\$ 2,740	\$ 27,490	\$ 24,750
94290 OTHER BOOKS	5,703	2,622	2,821	199
94310 INSTR SUPPLIES	485,782	492,991	498,732	5,741
94315 SOFTWARE-INSTRUCTIONAL	11,970	26,480	345,325	318,845
94320 MATERIAL FEES SUPPLIES	-	15,208	5,000	(10,208)
94410 OFFICE SUPPLIES	187,540	196,832	225,738	28,906
94415 SOFTWARE NON-INSTR	9,408	4,427	11,220	6,793
94420 CUSTODIAL SUPPLIES	143,450	179,837	172,036	(7,801)
94425 GROUNDS/BLDG SUPPLIES	3,554	-	5,000	5,000
94435 VEHICLE SUPPLIES	688	760	1,400	640
94490 OTHER SUPPLIES	283,675	175,998	248,594	72,596
94510 NEWSPAPERS	6,257	3,581	4,200	619
94515 FILM/VIDEO RENTALS	5,154	232	370	138
94525 RECORDS/TAPES/CD'S	290	-	-	-
94530 PUBLICATIONS/CATALOGS	598	2,980	9,200	6,220
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 1,158,885</b>	<b>\$ 1,104,688</b>	<b>\$ 1,557,126</b>	<b>\$ 452,438</b>

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>9500-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 35,387	\$ 36,768	\$ -	\$ (36,768)
95125 TELE/PAGER/CELL SERVICE	61,075	63,176	70,101	6,925
95190 OTHER UTILITY SERVICES	-	873	-	(873)
95210 EQUIPMENT RENTAL	47,584	37,098	8,500	(28,598)
95215 BLDG/ROOM RENTAL	21,536	13,549	35,900	22,351
95220 VEHICLE REPR & MAINT	8,836	11,085	12,400	1,315
95225 EQUIP REPR & MAINT	343,557	276,528	415,480	138,952
95230 ALARM SYSTEM	1,230	5,465	1,700	(3,765)
95235 COMPUTER HW/SW MAINT/LIC	710,371	810,536	563,722	(246,814)
95310 CONFERENCE	197,054	225,877	341,192	115,315
95315 MILEAGE	21,609	22,126	20,618	(1,508)
95320 CHARTER SERVICE	334	400	400	-
95325 FIELD TRIPS	23,316	55,466	115,324	59,858
95330 HOSTING EVENTS/WORKSHOPS	40,478	97,647	82,210	(15,437)
95410 DUES/MEMBERSHIPS	40,191	56,842	51,318	(5,524)
95520 CONSULTANT SERVICES	155,750	124,718	171,175	46,457
95525 MEDICAL SERVICES	491	200	-	(200)
95530 CONTRACT LABOR/SERVICES	264,306	309,241	483,756	174,515
95531 CONTRACT LABOR/SERVICES-INSTR	157,704	208,000	266,000	58,000
95535 ARMORED CAR SERVICES	-	2,103	2,700	597
95540 COURIER SERVICES	15,525	18,900	15,500	(3,400)
95555 ACCREDITATION SERVICES	46,718	46,118	46,158	40
95620 LIAB & PROP INS	8,585	9,324	10,000	676
95640 STUDENT INS	86,105	58,481	59,200	719
95710 ADVERTISING	9,943	17,539	26,000	8,461
95715 PROMOTIONS	24,875	9,592	17,184	7,592
95720 PRINTING/BINDING/DUPLICATING	61,640	22,052	47,558	25,506
95725 POSTAGE/SHIPPING	71,187	74,827	82,462	7,635
95915 CASH (OVER)/SHORT	(35)	207	100	(107)
95920 ADMIN OVERHEAD COSTS	198,154	198,670	187,447	(11,223)
95926 CHARGE BACK-MAIL SERVICES	(5,730)	(4,254)	1,850	6,104
95927 CHARGE BACK-PRODUCTION SVCS.	(20,517)	(15,777)	14,575	30,352

FRESNO CITY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95928 CHARGE BACK-TRANSPORTATION	98,095	36,069	45,665	9,596
95930 PRIOR YEAR EXPENSES	-	-	500	500
95935 BAD DEBT EXPENSE	384,244	384,891	129,300	(255,591)
95990 MISCELLANEOUS	135,545	140,404	184,299	43,895
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 3,245,143</b>	<b>\$ 3,354,741</b>	<b>\$ 3,510,294</b>	<b>\$ 155,553</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 79,144,289</b>	<b>\$ 78,975,835</b>	<b>\$ 80,523,205</b>	<b>\$ 1,547,370</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 39,000	\$ 168,007	\$ 145,000	\$ (23,007)
96225 ENGINEERING SERVICES	-	7,433	-	(7,433)
96290 FEES & OTHER CHARGES	554	15,650	-	(15,650)
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	359,581	17,171	686,738	669,567
96415 CONSULTANT SERVICES	2,979	1,467	-	(1,467)
96420 ARCHITECT SERVICES	33,010	1,122	8,000	6,878
96425 ENGINEERING SERVICES	21,490	1,742	-	(1,742)
96440 INSPECTION SERVICES	5,050	750	-	(750)
96445 TESTING SERVICES	2,700	1,900	-	(1,900)
96490 FEES & OTHER CHARGES	4,366	12,196	-	(12,196)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	1,057,312	1,357,035	520,294	(836,741)
96512 NEW-EQUIPMENT GT \$10,000	829,214	747,278	2,308	(744,970)
96520 NEW-VEHICLES	40,940	109,732	37,500	(72,232)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	109,436	179,783	119,362	(60,421)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,505,632</b>	<b>\$ 2,621,266</b>	<b>\$ 1,519,202</b>	<b>\$ (1,102,064)</b>
<b>97000-OTHER OUTGO</b>				
97210 INTRAFUND TRANSFER OUT	\$ 270,000	\$ -	\$ 269,000	\$ 269,000
97510 CURR YEAR PAYMENTS	14,300	7,565	9,200	1,635
97610 PAYMENTS TO STUDENTS	736,861	613,226	470,001	(143,225)

FRESNO CITY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
97910 CONTINGENCIES	-	-	2,988,137	2,988,137
<b>TOTAL OTHER OUTGO</b>	<b>\$ 1,021,161</b>	<b>\$ 620,791</b>	<b>\$ 3,736,338</b>	<b>\$ 3,115,547</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 3,526,793</b>	<b>\$ 3,242,057</b>	<b>\$ 5,255,540</b>	<b>\$ 2,013,483</b>
<b>TOTAL FRESNO CITY COLLEGE</b>	<b>\$ 82,671,082</b>	<b>\$ 82,217,892</b>	<b>\$ 85,778,745</b>	<b>\$ 3,560,853</b>



FRESNO CITY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 23,503,155	\$ 24,426,528	\$ 23,951,275	\$ (475,253)
91125 REG SABBATICAL	-	-	50,860	50,860
91130 TEMP.GRADED CLASSES	166,909	378,798	-	(378,798)
91210 REG-MANAGEMENT	2,761,232	2,481,274	2,623,691	142,417
91215 REG-COUNSELORS	1,856,013	1,653,011	1,811,600	158,589
91220 REG NON-MANAGEMENT	2,379,999	2,647,877	2,591,206	(56,671)
91310 HOURLY, GRADED CLASSES	5,131,036	6,118,178	5,510,970	(607,208)
91320 OVERLOAD, GRADED CLASSES	1,159,471	1,249,931	1,154,264	(95,667)
91330 HRLY-SUMMER SESSIONS	816,761	789,173	1,169,194	380,021
91335 HRLY-SUBSTITUTES	207,084	258,995	135,479	(123,516)
91415 HRLY NON-MANAGEMENT	1,047,493	1,274,525	1,163,669	(110,856)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 39,029,153</b>	<b>\$ 41,278,290</b>	<b>\$ 40,162,208</b>	<b>\$ (1,116,082)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 8,760,618	\$ 8,596,318	\$ 9,029,664	\$ 433,346
92115 CONFIDENTIAL	146,534	137,600	137,621	21
92120 MANAGEMENT-CLASS	562,578	524,106	627,915	103,809
92150 O/T-CLASSIFIED	142,061	105,074	-	(105,074)
92210 INSTR AIDES	1,062,520	1,059,834	1,136,202	76,368
92250 O/T-INSTR AIDES	807	-	-	-
92310 HOURLY STUDENTS	338,448	241,879	421,927	180,048
92320 HOURLY NON-STUDENTS	309,223	170,434	-	(170,434)
92330 PERM PART-TIME	100,413	103,695	226,688	122,993
92350 O/T NON-INSTR	7	-	-	-
92410 HRLY-INSTR AIDES-STUDENTS	180,366	210,614	208,468	(2,146)
92420 HRLY INSTR AIDES NON-STUDENTS	84,236	82,669	-	(82,669)
92430 PERM P/T INSTR AIDES/OTHER	104,879	168,434	205,943	37,509
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 11,792,690</b>	<b>\$ 11,400,657</b>	<b>\$ 11,994,428</b>	<b>\$ 593,771</b>

FRESNO CITY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 2,317,623	\$ 2,466,864	\$ 2,592,671	\$ 125,807
93130 STRS NON-INSTR	574,415	596,107	629,075	32,968
93210 PERS-INSTRUCTIONAL	176,073	192,523	207,449	14,926
93230 PERS NON-INSTR	1,088,267	1,105,459	1,239,471	134,012
93310 OASDI-INSTRUCTIONAL	545,999	560,020	575,086	15,066
93330 OASDI NON-INSTR	860,651	829,341	906,278	76,937
93410 H&W-INSTRUCTIONAL	3,827,387	3,723,363	3,817,111	93,748
93430 H&W NON-INSTR	3,282,741	3,187,846	3,448,698	260,852
93510 SUI-INSTRUCTIONAL	523,824	364,792	16,681	(348,111)
93530 SUI NON-INSTR	288,069	190,891	9,402	(181,489)
93610 WORK COMP-INSTRUCTIONAL	562,051	550,177	553,794	3,617
93630 WORK COMP NON-INSTR	321,025	295,505	307,831	12,326
93710 PARS-INSTRUCTIONAL	70,303	77,361	11,378	(65,983)
93730 PARS NON-INSTR	9,248	12,597	17,513	4,916
93930 OTHER EMP BEN NON-INSTR	93,333	17,778	-	(17,778)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 14,541,009</b>	<b>\$ 14,170,624</b>	<b>\$ 14,332,438</b>	<b>\$ 161,814</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 959	\$ 24	\$ 15,250	\$ 15,226
94290 OTHER BOOKS	501	321	2,550	2,229
94310 INSTR SUPPLIES	275,325	336,741	313,026	(23,715)
94315 SOFTWARE-INSTRUCTIONAL	9,225	3,840	345,325	341,485
94320 MATERIAL FEES SUPPLIES	-	15,208	5,000	(10,208)
94410 OFFICE SUPPLIES	135,501	131,643	154,847	23,204
94415 SOFTWARE NON-INSTR	8,948	220	11,000	10,780
94420 CUSTODIAL SUPPLIES	143,450	179,837	172,036	(7,801)
94425 GROUNDS/BLDG SUPPLIES	3,554	-	5,000	5,000
94435 VEHICLE SUPPLIES	636	760	1,400	640
94490 OTHER SUPPLIES	195,488	144,036	199,916	55,880
94510 NEWSPAPERS	6,257	3,581	4,200	619

FRESNO CITY  
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STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
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UNRESTRICTED  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
94515 FILM/VIDEO RENTALS	1,827	232	370	138
94530 PUBLICATIONS/CATALOGS	449	103	6,100	5,997
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 782,120</b>	<b>\$ 816,546</b>	<b>\$ 1,236,020</b>	<b>\$ 419,474</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 35,387	\$ 36,768	\$ -	\$ (36,768)
95125 TELE/PAGER/CELL SERVICE	56,487	58,477	62,201	3,724
95190 OTHER UTILITY SERVICES	-	873	-	(873)
95210 EQUIPMENT RENTAL	35,979	33,263	7,300	(25,963)
95215 BLDG/ROOM RENTAL	8,561	11,299	34,900	23,601
95220 VEHICLE REPR & MAINT	7,035	9,085	12,400	3,315
95225 EQUIP REPR & MAINT	312,626	257,549	350,028	92,479
95230 ALARM SYSTEM	1,230	5,465	1,700	(3,765)
95235 COMPUTER HW/SW MAINT/LIC	545,359	653,293	257,522	(395,771)
95310 CONFERENCE	81,061	43,887	122,600	78,713
95315 MILEAGE	11,275	11,452	15,000	3,548
95325 FIELD TRIPS	4,488	9,997	99,408	89,411
95330 HOSTING EVENTS/WORKSHOPS	3,040	20,051	18,000	(2,051)
95410 DUES/MEMBERSHIPS	34,741	52,718	48,343	(4,375)
95520 CONSULTANT SERVICES	7,276	5,333	35,000	29,667
95530 CONTRACT LABOR/SERVICES	135,193	117,126	175,370	58,244
95531 CONTRACT LABOR/SERVICES-INSTR	157,704	208,000	266,000	58,000
95535 ARMORED CAR SERVICES	-	2,103	2,700	597
95540 COURIER SERVICES	14,175	18,900	15,500	(3,400)
95555 ACCREDITATION SERVICES	44,018	44,028	46,158	2,130
95620 LIAB & PROP INS	4,077	5,060	10,000	4,940
95640 STUDENT INS	140	204	200	(4)
95710 ADVERTISING	8,750	11,979	11,900	(79)
95715 PROMOTIONS	16,255	1,560	5,750	4,190
95720 PRINTING/BINDING/DUPLICATING	38,905	17,980	30,250	12,270
95725 POSTAGE/SHIPPING	71,005	73,221	80,175	6,954
95915 CASH (OVER)/SHORT	(35)	207	100	(107)
95920 ADMIN OVERHEAD COSTS	(34,182)	(36,868)	(20,000)	16,868

FRESNO CITY  
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STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95926 CHARGE BACK-MAIL SERVICES	(14,292)	(6,472)	250	6,722
95927 CHARGE BACK-PRODUCTION SVCS.	(31,750)	(24,640)	5,000	29,640
95928 CHARGE BACK-TRANSPORTATION	83,155	22,319	42,900	20,581
95930 PRIOR YEAR EXPENSES	-	-	500	500
95935 BAD DEBT EXPENSE	367,570	384,741	128,800	(255,941)
95990 MISCELLANEOUS	112,450	122,980	127,000	4,020
<b>TOTAL OPER. EXP. &amp; SERVICES</b>	<b>\$ 2,117,683</b>	<b>\$ 2,171,938</b>	<b>\$ 1,992,955</b>	<b>\$ (178,983)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 68,262,655</b>	<b>\$ 69,838,055</b>	<b>\$ 69,718,049</b>	<b>\$ (120,006)</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 39,000	\$ 166,507	\$ 145,000	\$ (21,507)
96225 ENGINEERING SERVICES	-	7,433	-	(7,433)
96290 FEES & OTHER CHARGES	554	15,650	-	(15,650)
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	284,329	10,945	686,738	675,793
96415 CONSULTANT SERVICES	1,890	-	-	-
96420 ARCHITECT SERVICES	21,613	433	8,000	7,567
96425 ENGINEERING SERVICES	16,880	1,067	-	(1,067)
96440 INSPECTION SERVICES	5,050	-	-	-
96445 TESTING SERVICES	2,700	1,900	-	(1,900)
96490 FEES & OTHER CHARGES	3,846	12,196	-	(12,196)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	530,562	924,976	295,822	(629,154)
96512 NEW-EQUIPMENT GT \$10,000	416,861	238,148	-	(238,148)
96520 NEW-VEHICLES	40,940	74,732	37,500	(37,232)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	10,416	-	5,000	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,374,641</b>	<b>\$ 1,453,987</b>	<b>\$ 1,178,060</b>	<b>\$ (275,927)</b>

FRESNO CITY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>97000-OTHER OUTGO</b>				
97210 INTRAFUND TRANSFER OUT	\$ 270,000	\$ -	\$ 269,000	\$ 269,000
97910 CONTINGENCIES	-	-	2,988,137	2,988,137
<b>TOTAL OTHER OUTGO</b>	<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 3,257,137</b>	<b>\$ 3,257,137</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 1,644,641</b>	<b>\$ 1,453,987</b>	<b>\$ 4,435,197</b>	<b>\$ 2,981,210</b>
<b>TOTAL FRESNO CITY COLLEGE</b>	<b>\$ 69,907,296</b>	<b>\$ 71,292,042</b>	<b>\$ 74,153,246</b>	<b>\$ 2,861,204</b>

FRESNO CITY  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 202,300	\$ 329,466	\$ 304,139	\$ (25,327)
91210 REG-MANAGEMENT	473,417	363,660	472,771	109,111
91215 REG-COUNSELORS	1,245,214	729,907	995,100	265,193
91220 REG NON-MANAGEMENT	715,823	653,793	724,153	70,360
91310 HOURLY,GRADED CLASSES	142,412	84,643	60,523	(24,120)
91320 OVERLOAD,GRADED CLASSES	7,174	27,765	11,777	(15,988)
91330 HRLY-SUMMER SESSIONS	65,276	5,276	119,459	114,183
91415 HRLY NON-MANAGEMENT	921,039	994,605	857,065	(137,540)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 3,772,655</b>	<b>\$ 3,189,115</b>	<b>\$ 3,544,987</b>	<b>\$ 355,872</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 2,095,504	\$ 1,709,381	\$ 2,149,263	\$ 439,882
92150 O/T-CLASSIFIED	14,932	24,510	25,386	876
92210 INSTR AIDES	79,452	61,631	61,631	-
92310 HOURLY STUDENTS	845,312	860,747	839,421	(21,326)
92320 HOURLY NON-STUDENTS	267,646	150,679	123,941	(26,738)
92330 PERM PART-TIME	97,874	59,250	157,117	97,867
92410 HRLY-INSTR AIDES-STUDENTS	79,602	6,322	56,416	50,094
92430 PERM P/T INSTR AIDES/OTHER	55,363	-	48,000	48,000
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 3,535,685</b>	<b>\$ 2,872,520</b>	<b>\$ 3,461,175</b>	<b>\$ 588,655</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 28,957	\$ 35,244	\$ 41,956	\$ 6,712
93130 STRS NON-INSTR	220,873	174,578	213,354	38,776
93210 PERS-INSTRUCTIONAL	10,768	7,036	18,519	11,483
93230 PERS NON-INSTR	289,363	238,285	259,455	21,170
93310 OASDI-INSTRUCTIONAL	14,904	11,235	42,612	31,377
93330 OASDI NON-INSTR	248,914	195,814	209,931	14,117
93410 H&W-INSTRUCTIONAL	68,892	79,074	97,429	18,355
93430 H&W NON-INSTR	924,724	677,874	814,755	136,881
93510 SUI-INSTRUCTIONAL	9,868	5,881	78,247	72,366
93530 SUI NON-INSTR	99,468	53,333	58,227	4,894

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STATE CENTER COMMUNITY COLLEGE DISTRICT  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93610 WORK COMP-INSTRUCTIONAL	11,752	9,050	14,879	5,829
93630 WORK COMP NON-INSTR	110,270	98,481	90,222	(8,259)
93710 PARS-INSTRUCTIONAL	5,428	2,861	7,423	4,562
93730 PARS NON-INSTR	24,888	16,454	13,540	(2,914)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 2,069,069</b>	<b>\$ 1,605,200</b>	<b>\$ 1,960,549</b>	<b>\$ 355,349</b>
<b>94000-SUPPLIES &amp; MATERILAS</b>				
94210 TEXT BOOKS	\$ 13,857	\$ 2,716	\$ 12,240	\$ 9,524
94290 OTHER BOOKS	5,202	2,301	271	(2,030)
94310 INSTR SUPPLIES	210,457	156,250	185,706	29,456
94315 SOFTWARE-INSTRUCTIONAL	2,745	22,640	-	(22,640)
94410 OFFICE SUPPLIES	52,039	65,189	70,891	5,702
94415 SOFTWARE NON-INSTR	460	4,207	220	(3,987)
94435 VEHICLE SUPPLIES	52	-	-	-
94490 OTHER SUPPLIES	88,187	31,962	48,678	16,716
94515 FILM/VIDEO RENTALS	3,327	-	-	-
94525 RECORDS/TAPES/CD'S	290	-	-	-
94530 PUBLICATIONS/CATALOGS	149	2,877	3,100	223
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 376,765</b>	<b>\$ 288,142</b>	<b>\$ 321,106</b>	<b>\$ 32,964</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 4,588	\$ 4,699	\$ 7,900	\$ 3,201
95210 EQUIPMENT RENTAL	11,605	3,835	1,200	(2,635)
95215 BLDG/ROOM RENTAL	12,975	2,250	1,000	(1,250)
95220 VEHICLE REPR & MAINT	1,801	2,000	-	(2,000)
95225 EQUIP REPR & MAINT	30,931	18,979	65,452	46,473
95235 COMPUTER HW/SW MAINT/LIC	165,012	157,243	306,200	148,957
95310 CONFERENCE	115,993	181,990	218,592	36,602
95315 MILEAGE	10,334	10,674	5,618	(5,056)
95320 CHARTER SERVICE	334	400	400	-
95325 FIELD TRIPS	18,828	45,469	15,916	(29,553)
95330 HOSTING EVENTS/WORKSHOPS	37,438	77,596	64,210	(13,386)
95410 DUES/MEMBERSHIPS	5,450	4,124	2,975	(1,149)

FRESNO CITY  
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STATE CENTER COMMUNITY COLLEGE DISTRICT  
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RESTRICTED  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95520 CONSULTANT SERVICES	148,474	119,385	136,175	16,790
95525 MEDICAL SERVICES	491	200	-	(200)
95530 CONTRACT LABOR/SERVICES	129,113	192,115	308,386	116,271
95540 COURIER SERVICES	1,350	-	-	-
95555 ACCREDITATION SERVICES	2,700	2,090	-	(2,090)
95620 LIAB & PROP INS	4,508	4,264	-	(4,264)
95640 STUDENT INS	85,965	58,277	59,000	723
95710 ADVERTISING	1,193	5,560	14,100	8,540
95715 PROMOTIONS	8,620	8,032	11,434	3,402
95720 PRINTING/BINDING/DUPLICATING	22,735	4,072	17,308	13,236
95725 POSTAGE/SHIPPING	182	1,606	2,287	681
95920 ADMIN OVERHEAD COSTS	232,336	235,538	207,447	(28,091)
95926 CHARGE BACK-MAIL SERVICES	8,562	2,218	1,600	(618)
95927 CHARGE BACK-PRODUCTION SVCS.	11,233	8,863	9,575	712
95928 CHARGE BACK-TRANSPORTATION	14,940	13,750	2,765	(10,985)
95935 BAD DEBT EXPENSE	16,674	150	500	350
95990 MISCELLANEOUS	23,095	17,424	57,299	39,875
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 1,127,460</b>	<b>\$ 1,182,803</b>	<b>\$ 1,517,339</b>	<b>\$ 334,536</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 10,881,634</b>	<b>\$ 9,137,780</b>	<b>\$ 10,805,156</b>	<b>\$ 1,667,376</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ -	\$ 1,500	\$ -	\$ (1,500)
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	75,252	6,226	-	(6,226)
96415 CONSULTANT SERVICES	1,089	1,467	-	(1,467)
96420 ARCHITECT SERVICES	11,397	689	-	(689)
96425 ENGINEERING SERVICES	4,610	675	-	(675)
96440 INSPECTION SERVICES	-	750	-	(750)
96490 FEES & OTHER CHARGES	520	-	-	-
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	526,750	432,059	224,472	(207,587)



FRESNO CITY  
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STATE CENTER COMMUNITY COLLEGE DISTRICT  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
96512 NEW-EQUIPMENT GT \$10,000	412,353	509,130	2,308	(506,822)
96520 NEW-VEHICLES	-	35,000	-	(35,000)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	99,020	179,783	114,362	(65,421)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,130,991</b>	<b>\$ 1,167,279</b>	<b>\$ 341,142</b>	<b>\$ (826,137)</b>
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ 14,300	\$ 7,565	\$ 9,200	\$ 1,635
97610 PAYMENTS TO STUDENTS	736,861	613,226	470,001	(143,225)
<b>TOTAL OTHER OUTGO</b>	<b>\$ 751,161</b>	<b>\$ 620,791</b>	<b>\$ 479,201</b>	<b>\$ (141,590)</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 1,882,152</b>	<b>\$ 1,788,070</b>	<b>\$ 820,343</b>	<b>\$ (967,727)</b>
<b>TOTAL FRESNO CITY COLLEGE</b>	<b>\$ 12,763,786</b>	<b>\$ 10,925,850</b>	<b>\$ 11,625,499</b>	<b>\$ 699,649</b>



## **REEDLEY COLLEGE BUDGET SUMMARY**

Reedley College was established in May 1926. In 1956 the college relocated to its current site at 995 North Reed Avenue. On July 1, 1964, the college was united with Fresno City College, to create the State Center Community College District.

In 1980 the name of Reedley College was changed to Kings River Community College and, subsequently, in September 1997 the Board of Trustees restored the name to Reedley College effective July 1, 1998.

Located at the foot of the Sierra Nevada mountain range and bordered by the Kings River, the college offers a unique blend of urban sophistication and rural values. The Reedley community, located 30 minutes from Fresno, is within a two-hour drive of three popular recreational areas: Kings Canyon National Forest, Sequoia National Forest, and Yosemite National Park.

The campus consists of 66 buildings with a total of approximately 409,976 square feet located on 110.8 acres. The campus also includes a 310 acre college farm consisting of prime agricultural land.

Reedley College offers a wide variety of educational opportunities. Students may choose to earn a two-year associate in arts or science degree, a certificate of achievement or completion, or they may prepare to transfer to a four-year university. Students may also gain career skills by attending one of the college's occupational programs. These programs are designed to give practical training for the careers of today and for the next century. Programs are operated on a 17 ½ -week semester system consisting of fall and spring terms.

Reedley College provides unique curricula in its land and forestry programs and provides occupational programs, including: computer technology, aviation maintenance, agriculture, mechanized ag, industrial technology, and dental assisting. Reedley College is one of 11 California community college campuses to provide on-campus housing or dormitory living.

Reedley College has created a legacy of serving surrounding communities with quality education and will continue to provide innovation and guidance to maintain its status as a leader in education.

In preparing the 2013-14 budget, communication with the Reedley College faculty, staff, and students continues to be at a very high level to encourage the exchange of information relative to the federal and state economic crisis and to solicit suggestions for revenue enhancement and cost containment opportunities. The budget provides for reasonable access for students to educational opportunities and strives to maintain employment of existing permanent employees.

In addition to comprehensive programs at Reedley College, the college operates several education centers in neighboring communities. The programs are concentrated at the Madera Center and the Oakhurst outreach site.

### **Madera Center**

The Madera Center has been in operation for 27 years, initially operating at Madera High School. In August 1996 State Center Community College District opened a dedicated site for Madera Community College Center. The center is situated on 114 acres off of Highway 99 on Avenue 12 at the edge of the City of Madera. The initial campus consisted of 24 re-locatable classrooms and a permanent student services building along with a re-locatable classroom

to house the child development learning center and child care related programs.

A permanent 26,000-square-foot education and administrative building and utility/maintenance facility were completed for the 2000-01 school year. Funding from the 2001-02 state budget act funded the academic village complex completed in January 2004. The 50,000 square feet of classroom, laboratory, and office space includes academic classrooms and offices, as well as components and laboratory space for biology, physical science, chemistry, computer studies, business, art, and a licensed vocational nursing and LVN - RN program. Furthermore, the project provided funding to retrofit the educational/administrative building housing the library, student services, and administrative offices.

As a result of funding from local bond and business donations, a full service physical education program and facilities has been completed, including a fitness center, aerobic center, and softball field complex.

Additionally, the construction of a center for advanced manufacturing opened in fall 2009. The 7,750-square-foot center supports the maintenance mechanic program and future career technical courses that will address local manufacturing business needs. Madera Center annually serves 4,211 students,

generating a full-time equivalency of approximately 1,740 students per year. The center offers a wide variety of academic, basic skills, and occupational programs and opportunities for students. Utilizing services and course catalogs from its parent institution Reedley College, the Madera Center offers over 515 courses each year in 38 areas of study and gives students a choice of transfer, associate degree, certificates of achievement, and certificates of completion including LVN and LVN – RN programs.

### **Oakhurst Center**

Oakhurst Center, serving 1,028 students annually and generating a full-time equivalency of approximately 260 students per year, was established as a result of Legislative mandate (Senate Bill 1607). In fall 1996 the campus relocated from Yosemite High School to its current location in the central business district of Oakhurst. In April 1999 the district acquired the 2.7 acres housing the Oakhurst Center campus. The 100 academic and occupational education courses are taught annually in nine re-locatable classrooms.

Included within the site are two distance learning classrooms allowing connectivity to sister campuses at Willow International Community College Center, Madera Center, Reedley College, and Fresno City College. Also included are a science lab, a computer lab, and an open computer lab established in 2008 for student access. Two additional re-locatable classrooms and a restroom were added to the Oakhurst site in summer 2009.

Following are budget summaries by object for the 2013-14 fiscal year for Reedley College and Madera and Oakhurst Centers:

STATE CENTER COMMUNITY COLLEGE DISTRICT  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 8,424,124	\$ 8,241,124	\$ 8,312,968	\$ 71,844
91210 REG-MANAGEMENT	1,557,425	1,321,755	1,492,058	170,303
91215 REG-COUNSELORS	1,209,504	1,068,767	1,141,521	72,754
91220 REG NON-MANAGEMENT	1,786,388	1,861,757	1,755,752	(106,005)
91310 HOURLY,GRADED CLASSES	1,631,329	1,417,917	1,537,909	119,992
91320 OVERLOAD,GRADED CLASSES	461,812	452,415	421,937	(30,478)
91330 HRLY-SUMMER SESSIONS	168,973	186,167	202,634	16,467
91335 HRLY-SUBSTITUTES	20,702	17,514	-	(17,514)
91415 HRLY NON-MANAGEMENT	948,917	1,059,676	887,717	(171,959)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 16,209,174</b>	<b>\$ 15,627,092</b>	<b>\$ 15,752,496</b>	<b>\$ 125,404</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 4,351,719	\$ 4,095,993	\$ 4,432,577	\$ 336,584
92115 CONFIDENTIAL	60,429	61,490	58,902	(2,588)
92120 MANAGEMENT-CLASS	357,030	365,119	366,321	1,202
92150 O/T-CLASSIFIED	22,745	2,499	7,000	4,501
92210 INSTR AIDES	218,707	313,459	301,742	(11,717)
92250 O/T-INSTR AIDES	8,853	-	-	-
92310 HOURLY STUDENTS	851,945	803,377	780,638	(22,739)
92320 HOURLY NON-STUDENTS	57,073	53,348	1,556	(51,792)
92330 PERM PART-TIME	120,898	78,486	123,933	45,447
92410 HRLY-INSTR AIDES-STUDENTS	165,624	276,725	268,511	(8,214)
92420 HRLY INSTR AIDES NON-STUDENTS	23,656	9,787	-	(9,787)
92430 PERM P/T INSTR AIDES/OTHER	28,091	56,065	97,831	41,766
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 6,266,770</b>	<b>\$ 6,116,348</b>	<b>\$ 6,439,011</b>	<b>\$ 322,663</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 823,465	\$ 787,067	\$ 854,512	\$ 67,445
93130 STRS NON-INSTR	383,929	407,655	401,745	(5,910)
93210 PERS-INSTRUCTIONAL	45,409	59,483	63,902	4,419
93230 PERS NON-INSTR	594,087	575,273	627,652	52,379
93310 OASDI-INSTRUCTIONAL	178,377	177,880	184,583	6,703

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93330 OASDI NON-INSTR	474,274	443,483	476,851	33,368
93410 H&W-INSTRUCTIONAL	1,346,098	1,312,571	1,297,891	(14,680)
93430 H&W NON-INSTR	1,807,876	1,733,656	1,784,351	50,695
93510 SUI-INSTRUCTIONAL	179,897	118,323	6,090	(112,233)
93530 SUI NON-INSTR	168,726	110,884	6,514	(104,370)
93610 WORK COMP-INSTRUCTIONAL	194,581	181,681	182,237	556
93630 WORK COMP NON-INSTR	194,013	182,843	174,952	(7,891)
93710 PARS-INSTRUCTIONAL	18,265	17,753	2,802	(14,951)
93730 PARS NON-INSTR	8,117	6,898	2,985	(3,913)
93930 OTHER EMP BEN NON-INSTR	23,333	3,333	-	(3,333)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 6,440,447</b>	<b>\$ 6,118,783</b>	<b>\$ 6,067,067</b>	<b>\$ (51,716)</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 43,310	\$ 41,144	\$ 21,180	\$ (19,964)
94290 OTHER BOOKS	219	2,140	-	(2,140)
94310 INSTR SUPPLIES	348,885	515,938	413,140	(102,798)
94315 SOFTWARE-INSTRUCTIONAL	15,183	758	500	(258)
94320 MATERIAL FEES SUPPLIES	10,141	312	-	(312)
94410 OFFICE SUPPLIES	153,365	141,697	139,967	(1,730)
94415 SOFTWARE NON-INSTR	2,852	5,339	3,000	(2,339)
94420 CUSTODIAL SUPPLIES	50,275	53,768	70,000	16,232
94425 GROUNDS/BLDG SUPPLIES	3,666	7,548	3,700	(3,848)
94435 VEHICLE SUPPLIES	1,398	503	1,050	547
94490 OTHER SUPPLIES	39,678	82,510	141,192	58,682
94510 NEWSPAPERS	1,786	1,726	3,200	1,474
94515 FILM/VIDEO RENTALS	1,651	1,099	1,320	221
94530 PUBLICATIONS/CATALOGS	103	2,749	2,900	151
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 672,512</b>	<b>\$ 857,231</b>	<b>\$ 801,149</b>	<b>\$ (56,082)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 34,864	\$ 28,497	\$ -	\$ (28,497)
95115 WATER,SEWER & WASTE	364	-	-	-
95120 FUEL OIL	23,680	17,850	20,800	2,950

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95125 TELE/PAGER/CELL SERVICE	83,523	105,303	81,765	(23,538)
95210 EQUIPMENT RENTAL	6,168	6,464	6,000	(464)
95215 BLDG/ROOM RENTAL	37,030	9,970	1,500	(8,470)
95220 VEHICLE REPR & MAINT	10,261	8,861	11,500	2,639
95225 EQUIP REPR & MAINT	117,545	100,093	129,835	29,742
95230 ALARM SYSTEM	3,600	3,600	3,360	(240)
95235 COMPUTER HW/SW MAINT/LIC	221,554	321,100	483,717	162,617
95310 CONFERENCE	117,747	143,379	158,419	15,040
95315 MILEAGE	22,627	21,526	37,350	15,824
95320 CHARTER SERVICE	6,290	690	-	(690)
95325 FIELD TRIPS	48,884	45,897	74,235	28,338
95330 HOSTING EVENTS/WORKSHOPS	105,246	108,117	24,900	(83,217)
95410 DUES/MEMBERSHIPS	19,963	20,653	28,060	7,407
95415 ROYALTIES	3,397	1,705	-	(1,705)
95520 CONSULTANT SERVICES	63,425	91,300	75,300	(16,000)
95525 MEDICAL SERVICES	1,382	-	-	-
95530 CONTRACT LABOR/SERVICES	174,935	176,937	130,080	(46,857)
95535 ARMORED CAR SERVICES	5,065	5,000	5,250	250
95540 COURIER SERVICES	18,900	14,175	18,900	4,725
95545 APPRAISAL SERVICES	-	500	-	(500)
95555 ACCREDITATION SERVICES	31,530	25,301	10,000	(15,301)
95630 ATHLETIC INS	-	-	55,000	55,000
95640 STUDENT INS	12,115	16,217	16,000	(217)
95710 ADVERTISING	3,081	6,975	10,000	3,025
95715 PROMOTIONS	-	7,117	13,300	6,183
95720 PRINTING/BINDING/DUPLICATING	25,795	37,400	36,800	(600)
95725 POSTAGE/SHIPPING	20,632	33,032	21,205	(11,827)
95915 CASH (OVER)/SHORT	(2)	-	-	-
95920 ADMIN OVERHEAD COSTS	141,962	161,341	148,504	(12,837)
95926 CHARGE BACK-MAIL SERVICES	-	-	500	500
95927 CHARGE BACK-PRODUCTION SVCS.	(2,907)	238	1,500	1,262
95928 CHARGE BACK-TRANSPORTATION	170,857	172,682	182,900	10,218
95930 PRIOR YEAR EXPENSES	(238)	240	-	(240)



STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95935 BAD DEBT EXPENSE	144,955	141,973	-	(141,973)
95990 MISCELLANEOUS	85,877	155,325	139,816	(15,509)
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 1,760,107</b>	<b>\$ 1,989,458</b>	<b>\$ 1,926,496</b>	<b>\$ (62,962)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 31,349,010</b>	<b>\$ 30,708,912</b>	<b>\$ 30,986,219</b>	<b>\$ 277,307</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 56,064	\$ 73,225	\$ 60,000	\$ (13,225)
96225 ENGINEERING SERVICES	2,910	-	-	-
96245 TESTING SERVICES	-	3,488	3,950	462
96290 FEES & OTHER CHARGES	533	-	-	-
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	254,993	461,825	366,418	(95,407)
96420 ARCHITECT SERVICES	57,382	29,007	10,000	(19,007)
96425 ENGINEERING SERVICES	-	9,895	-	(9,895)
96440 INSPECTION SERVICES	6,340	8,500	-	(8,500)
96445 TESTING SERVICES	1,375	9,758	-	(9,758)
96490 FEES & OTHER CHARGES	7,098	1,711	-	(1,711)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	482,366	1,077,237	758,899	(318,338)
96512 NEW-EQUIPMENT GT \$10,000	140,195	82,366	25,000	(57,366)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	82,335	102,368	93,978	(8,390)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,091,591</b>	<b>\$ 1,859,380</b>	<b>\$ 1,318,245</b>	<b>\$ (541,135)</b>
<b>97000-OTHER OUTGO</b>				
97210 INTRAFUND TRANSFER OUT	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
97310 INTERFUND TRANSFERS-OUT	143,936	165,000	225,000	60,000
97510 CURR YEAR PAYMENTS	60,492	76,542	43,700	(32,842)
97610 PAYMENTS TO STUDENTS	310,816	285,270	209,074	(76,196)
97630 MEAL ALLOWANCES	45,400	25,380	-	(25,380)
97650 HOST FAMILY	54,317	150	-	(150)

REEDLEY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
97660 DORMITORY	125,578	133,240	46,800	(86,440)
97910 CONTINGENCIES	-	-	1,268,900	1,268,900
<b>TOTAL OTHER OUTGO</b>	<b>\$ 815,539</b>	<b>\$ 760,582</b>	<b>\$ 1,868,474</b>	<b>\$ 1,107,892</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 1,907,130</b>	<b>\$ 2,619,962</b>	<b>\$ 3,186,719</b>	<b>\$ 566,757</b>
<b>TOTAL REEDLEY COLLEGE</b>	<b>\$ 33,256,140</b>	<b>\$ 33,328,874</b>	<b>\$ 34,172,938</b>	<b>\$ 844,064</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 8,418,168	\$ 8,211,888	\$ 8,312,968	\$ 101,080
91210 REG-MANAGEMENT	1,240,899	1,169,645	1,267,771	98,126
91215 REG-COUNSELORS	583,705	473,743	489,653	15,910
91220 REG NON-MANAGEMENT	1,213,779	1,244,438	1,250,456	6,018
91310 HOURLY,GRADED CLASSES	1,536,205	1,330,522	1,458,069	127,547
91320 OVERLOAD,GRADED CLASSES	449,593	446,029	421,937	(24,092)
91330 HRLY-SUMMER SESSIONS	134,405	142,646	142,634	(12)
91335 HRLY-SUBSTITUTES	20,702	17,514	-	(17,514)
91415 HRLY NON-MANAGEMENT	246,396	230,220	260,220	30,000
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 13,843,852</b>	<b>\$ 13,266,645</b>	<b>\$ 13,603,708</b>	<b>\$ 337,063</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 3,441,126	\$ 3,274,026	\$ 3,452,006	\$ 177,980
92115 CONFIDENTIAL	60,429	61,490	58,902	(2,588)
92120 MANAGEMENT-CLASS	357,030	365,119	366,321	1,202
92150 O/T-CLASSIFIED	17,758	2,499	-	(2,499)
92210 INSTR AIDES	218,707	313,459	301,742	(11,717)
92250 O/T-INSTR AIDES	8,853	-	-	-
92310 HOURLY STUDENTS	166,426	107,484	195,938	88,454
92320 HOURLY NON-STUDENTS	45,260	18,658	-	(18,658)
92330 PERM PART-TIME	57,429	15,151	42,325	27,174
92410 HRLY-INSTR AIDES-STUDENTS	86,530	110,215	89,511	(20,704)
92420 HRLY INSTR AIDES NON-STUDENTS	21,890	-	-	-
92430 PERM P/T INSTR AIDES/OTHER	28,091	49,784	61,097	11,313
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 4,509,529</b>	<b>\$ 4,317,885</b>	<b>\$ 4,567,842</b>	<b>\$ 249,957</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 815,787	\$ 776,214	\$ 843,874	\$ 67,660
93130 STRS NON-INSTR	232,505	255,457	257,764	2,307
93210 PERS-INSTRUCTIONAL	45,409	59,483	59,524	41
93230 PERS NON-INSTR	463,537	441,412	479,173	37,761
93310 OASDI-INSTRUCTIONAL	176,049	174,866	179,746	4,880

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93330 OASDI NON-INSTR	358,165	329,276	353,389	24,113
93410 H&W-INSTRUCTIONAL	1,345,138	1,308,307	1,297,891	(10,416)
93430 H&W NON-INSTR	1,345,981	1,308,159	1,340,005	31,846
93510 SUI-INSTRUCTIONAL	177,424	116,034	5,363	(110,671)
93530 SUI NON-INSTR	116,284	76,174	3,586	(72,588)
93610 WORK COMP-INSTRUCTIONAL	190,744	175,899	177,005	1,106
93630 WORK COMP NON-INSTR	132,381	124,505	118,481	(6,024)
93710 PARS-INSTRUCTIONAL	16,422	15,287	2,454	(12,833)
93730 PARS NON-INSTR	2,357	2,171	855	(1,316)
93930 OTHER EMP BEN NON-INSTR	23,333	3,333	-	(3,333)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 5,441,516</b>	<b>\$ 5,166,577</b>	<b>\$ 5,119,110</b>	<b>\$ (47,467)</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 273	\$ 5,278	\$ 250	\$ (5,028)
94310 INSTR SUPPLIES	199,055	166,274	238,312	72,038
94315 SOFTWARE-INSTRUCTIONAL	249	-	-	-
94320 MATERIAL FEES SUPPLIES	10,141	312	-	(312)
94410 OFFICE SUPPLIES	59,272	68,193	73,554	5,361
94415 SOFTWARE NON-INSTR	2,852	2,301	3,000	699
94420 CUSTODIAL SUPPLIES	50,275	53,768	70,000	16,232
94425 GROUNDS/BLDG SUPPLIES	3,666	7,548	3,700	(3,848)
94435 VEHICLE SUPPLIES	1,398	503	1,050	547
94490 OTHER SUPPLIES	23,658	13,610	51,725	38,115
94510 NEWSPAPERS	1,766	1,706	3,200	1,494
94515 FILM/VIDEO RENTALS	314	-	720	720
94530 PUBLICATIONS/CATALOGS	2,865	2,691	2,850	159
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 355,784</b>	<b>\$ 322,184</b>	<b>\$ 448,361</b>	<b>\$ 126,177</b>
<b>95000-OTHER OPER. EXP &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 34,864	\$ 28,497	\$ -	\$ (28,497)
95115 WATER,SEWER & WASTE	364	-	-	-
95120 FUEL OIL	23,680	17,850	20,800	2,950
95125 TELE/PAGER/CELL SERVICE	80,076	101,635	77,250	(24,385)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95210 EQUIPMENT RENTAL	5,321	6,000	6,000	-
95215 BLDG/ROOM RENTAL	37,030	9,640	1,000	(8,640)
95220 VEHICLE REPR & MAINT	10,261	6,361	10,000	3,639
95225 EQUIP REPR & MAINT	89,064	72,889	123,135	50,246
95230 ALARM SYSTEM	3,600	3,360	3,120	(240)
95235 COMPUTER HW/SW MAINT/LIC	124,165	182,247	151,565	(30,682)
95310 CONFERENCE	39,569	20,500	62,100	41,600
95315 MILEAGE	17,312	19,087	25,350	6,263
95320 CHARTER SERVICE	6,290	-	-	-
95325 FIELD TRIPS	-	710	27,550	26,840
95330 HOSTING EVENTS/WORKSHOPS	9,406	8,876	13,000	4,124
95410 DUES/MEMBERSHIPS	15,823	16,000	23,010	7,010
95415 ROYALTIES	3,397	1,705	-	(1,705)
95520 CONSULTANT SERVICES	4,100	31,800	7,400	(24,400)
95525 MEDICAL SERVICES	1,382	-	-	-
95530 CONTRACT LABOR/SERVICES	77,937	89,086	76,780	(12,306)
95535 ARMORED CAR SERVICES	5,065	5,000	5,250	250
95540 COURIER SERVICES	18,900	14,175	18,900	4,725
95545 APPRAISAL SERVICES	-	500	-	(500)
95555 ACCREDITATION SERVICES	31,530	25,301	10,000	(15,301)
95630 ATHLETIC INS	-	-	55,000	55,000
95640 STUDENT INS	108	101	-	(101)
95710 ADVERTISING	1,101	5,050	10,000	4,950
95715 PROMOTIONS	-	-	1,000	1,000
95720 PRINTING/BINDING/DUPLICATING	20,533	28,535	12,150	(16,385)
95725 POSTAGE/SHIPPING	20,567	32,587	21,180	(11,407)
95915 CASH (OVER)/SHORT	(2)	-	-	-
95926 CHARGE BACK-MAIL SERVICES	(183)	-	-	-
95927 CHARGE BACK-PRODUCTION SVCS.	(4,080)	187	-	(187)
95928 CHARGE BACK-TRANSPORTATION	109,264	129,427	106,000	(23,427)
95930 PRIOR YEAR EXPENSES	(238)	240	-	(240)
95935 BAD DEBT EXPENSE	144,955	141,973	-	(141,973)
95990 MISCELLANEOUS	43,562	96,730	43,250	(53,480)

REEDLEY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	\$ 974,723	\$ 1,096,049	\$ 910,790	\$ (185,259)
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 25,125,404</b>	<b>\$ 24,169,340</b>	<b>\$ 24,649,811</b>	<b>\$ 480,471</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 22,599	\$ 3,638	\$ 25,000	\$ 21,362
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	15,825	-	92,265	92,265
96490 FEES & OTHER CHARGES	317	-	-	-
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	191,678	690,728	518,605	(172,123)
96512 NEW-EQUIPMENT GT \$10,000	-	49,203	12,000	(37,203)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	14,210	10,278	10,500	222
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 244,629</b>	<b>\$ 753,847</b>	<b>\$ 658,370</b>	<b>\$ (95,477)</b>
<b>97000-OTHER OUTGO</b>				
97210 INTRAFUND TRANSFER OUT	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
97310 INTERFUND TRANSFERS-OUT	143,936	165,000	225,000	60,000
97910 CONTINGENCIES	-	-	1,268,900	1,268,900
<b>TOTAL OTHER OUTGO</b>	<b>\$ 218,936</b>	<b>\$ 240,000</b>	<b>\$ 1,568,900</b>	<b>\$ 1,328,900</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 463,565</b>	<b>\$ 993,847</b>	<b>\$ 2,227,270</b>	<b>\$ 1,233,423</b>
<b>TOTAL REEDLEY COLLEGE</b>	<b>\$ 25,588,969</b>	<b>\$ 25,163,187</b>	<b>\$ 26,877,081</b>	<b>\$ 1,713,894</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 5,956	\$ 29,236	\$ -	\$ (29,236)
91210 REG-MANAGEMENT	316,526	152,110	224,287	72,177
91215 REG-COUNSELORS	625,799	595,024	651,868	56,844
91220 REG NON-MANAGEMENT	572,609	617,319	505,296	(112,023)
91310 HOURLY,GRADED CLASSES	95,124	87,395	79,840	(7,555)
91320 OVERLOAD,GRADED CLASSES	12,219	6,386	-	(6,386)
91330 HRLY-SUMMER SESSIONS	34,568	43,521	60,000	16,479
91415 HRLY NON-MANAGEMENT	702,521	829,456	627,497	(201,959)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 2,365,322</b>	<b>\$ 2,360,447</b>	<b>\$ 2,148,788</b>	<b>\$ (211,659)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 910,593	\$ 821,967	\$ 980,571	\$ 158,604
92150 O/T-CLASSIFIED	4,987	-	7,000	7,000
92310 HOURLY STUDENTS	685,519	695,893	584,700	(111,193)
92320 HOURLY NON-STUDENTS	11,813	34,690	1,556	(33,134)
92330 PERM PART-TIME	63,469	63,335	81,608	18,273
92410 HRLY-INSTR AIDES-STUDENTS	79,094	166,510	179,000	12,490
92420 HRLY INSTR AIDES NON-STUDENTS	1,766	9,787	-	(9,787)
92430 PERM P/T INSTR AIDES/OTHER	-	6,281	36,734	30,453
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 1,757,241</b>	<b>\$ 1,798,463</b>	<b>\$ 1,871,169</b>	<b>\$ 72,706</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 7,678	\$ 10,853	\$ 10,638	\$ (215)
93130 STRS NON-INSTR	151,424	152,198	143,981	(8,217)
93210 PERS-INSTRUCTIONAL	-	-	4,378	4,378
93230 PERS NON-INSTR	130,550	133,861	148,479	14,618
93310 OASDI-INSTRUCTIONAL	2,328	3,014	4,837	1,823
93330 OASDI NON-INSTR	116,109	114,207	123,462	9,255
93410 H&W-INSTRUCTIONAL	960	4,264	-	(4,264)
93430 H&W NON-INSTR	461,895	425,497	444,346	18,849
93510 SUI-INSTRUCTIONAL	2,473	2,289	727	(1,562)
93530 SUI NON-INSTR	52,442	34,710	2,928	(31,782)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93610 WORK COMP-INSTRUCTIONAL	3,837	5,782	5,232	(550)
93630 WORK COMP NON-INSTR	61,632	58,338	56,471	(1,867)
93710 PARS-INSTRUCTIONAL	1,843	2,466	348	(2,118)
93730 PARS NON-INSTR	5,760	4,727	2,130	(2,597)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 998,931</b>	<b>\$ 952,206</b>	<b>\$ 947,957</b>	<b>\$ (4,249)</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 43,037	\$ 35,866	\$ 20,930	\$ (14,936)
94290 OTHER BOOKS	219	2,140	-	(2,140)
94310 INSTR SUPPLIES	149,830	349,664	174,828	(174,836)
94315 SOFTWARE-INSTRUCTIONAL	14,934	758	500	(258)
94410 OFFICE SUPPLIES	94,093	73,504	66,413	(7,091)
94415 SOFTWARE NON-INSTR	-	3,038	-	(3,038)
94490 OTHER SUPPLIES	16,020	68,900	89,467	20,567
94510 NEWSPAPERS	20	20	-	(20)
94515 FILM/VIDEO RENTALS	1,337	1,099	600	(499)
94530 PUBLICATIONS/CATALOGS	(2,762)	58	50	(8)
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 316,728</b>	<b>\$ 535,047</b>	<b>\$ 352,788</b>	<b>\$ (182,259)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 3,447	\$ 3,668	\$ 4,515	\$ 847
95210 EQUIPMENT RENTAL	847	464	-	(464)
95215 BLDG/ROOM RENTAL	-	330	500	170
95220 VEHICLE REPR & MAINT	-	2,500	1,500	(1,000)
95225 EQUIP REPR & MAINT	28,481	27,204	6,700	(20,504)
95230 ALARM SYSTEM	-	240	240	-
95235 COMPUTER HW/SW MAINT/LIC	97,389	138,853	332,152	193,299
95310 CONFERENCE	78,178	122,879	96,319	(26,560)
95315 MILEAGE	5,315	2,439	12,000	9,561
95320 CHARTER SERVICE	-	690	-	(690)
95325 FIELD TRIPS	48,884	45,187	46,685	1,498
95330 HOSTING EVENTS/WORKSHOPS	95,840	99,241	11,900	(87,341)
95410 DUES/MEMBERSHIPS	4,140	4,653	5,050	397



STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95520 CONSULTANT SERVICES	59,325	59,500	67,900	8,400
95530 CONTRACT LABOR/SERVICES	96,998	87,851	53,300	(34,551)
95640 STUDENT INS	12,007	16,116	16,000	(116)
95710 ADVERTISING	1,980	1,925	-	(1,925)
95715 PROMOTIONS	-	7,117	12,300	5,183
95720 PRINTING/BINDING/DUPLICATING	5,262	8,865	24,650	15,785
95725 POSTAGE/SHIPPING	65	445	25	(420)
95920 ADMIN OVERHEAD COSTS	141,962	161,341	148,504	(12,837)
95926 CHARGE BACK-MAIL SERVICES	183	-	500	500
95927 CHARGE BACK-PRODUCTION SVCS.	1,173	51	1,500	1,449
95928 CHARGE BACK-TRANSPORTATION	61,593	43,255	76,900	33,645
95990 MISCELLANEOUS	42,315	58,595	96,566	37,971
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 785,384</b>	<b>\$ 893,409</b>	<b>\$ 1,015,706</b>	<b>\$ 122,297</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 6,223,606</b>	<b>\$ 6,539,572</b>	<b>\$ 6,336,408</b>	<b>\$ (203,164)</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 33,465	\$ 69,587	\$ 35,000	\$ (34,587)
96225 ENGINEERING SERVICES	2,910	-	-	-
96245 TESTING SERVICES	-	3,488	3,950	462
96290 FEES & OTHER CHARGES	533	-	-	-
<b>96400-BLDG RENOVATION &amp; IMPROVEMENT</b>				
96410 CONSTRUCTION	239,168	461,825	274,153	(187,672)
96420 ARCHITECT SERVICES	57,382	29,007	10,000	(19,007)
96425 ENGINEERING SERVICES	-	9,895	-	(9,895)
96440 INSPECTION SERVICES	6,340	8,500	-	(8,500)
96445 TESTING SERVICES	1,375	9,758	-	(9,758)
96490 FEES & OTHER CHARGES	6,781	1,711	-	(1,711)
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	290,688	386,509	240,294	(146,215)
96512 NEW-EQUIPMENT GT \$10,000	140,195	33,163	13,000	(20,163)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				

REEDLEY  
COLLEGE

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
96810 LIBRARY BOOKS	68,125	92,090	83,478	(8,612)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 846,962</b>	<b>\$ 1,105,533</b>	<b>\$ 659,875</b>	<b>\$ (445,658)</b>
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ 60,492	\$ 76,542	\$ 43,700	\$ (32,842)
97610 PAYMENTS TO STUDENTS	310,816	285,270	209,074	(76,196)
97630 MEAL ALLOWANCES	45,400	25,380	-	(25,380)
97650 HOST FAMILY	54,317	150	-	(150)
97660 DORMITORY	125,578	133,240	46,800	(86,440)
<b>TOTAL OTHER OUTGO</b>	<b>\$ 596,603</b>	<b>\$ 520,582</b>	<b>\$ 299,574</b>	<b>\$ (221,008)</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 1,443,565</b>	<b>\$ 1,626,115</b>	<b>\$ 959,449</b>	<b>\$ (666,666)</b>
<b>TOTAL REEDLEY COLLEGE</b>	<b>\$ 7,667,171</b>	<b>\$ 8,165,687</b>	<b>\$ 7,295,857</b>	<b>\$ (869,830)</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 2,211,758	\$ 2,132,192	\$ 2,206,694	\$ 74,502
91210 REG-MANAGEMENT	280,031	247,031	314,379	67,348
91215 REG-COUNSELORS	376,813	335,364	351,167	15,803
91220 REG NON-MANAGEMENT	105,272	112,940	167,178	54,238
91310 HOURLY, GRADED CLASSES	577,558	609,937	473,100	(136,837)
91320 OVERLOAD, GRADED CLASSES	138,300	145,868	120,000	(25,868)
91330 HRLY-SUMMER SESSIONS	38,018	61,714	63,000	1,286
91335 HRLY-SUBSTITUTES	3,653	10,866	-	(10,866)
91415 HRLY NON-MANAGEMENT	479,349	445,314	385,533	(59,781)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 4,210,752</b>	<b>\$ 4,101,226</b>	<b>\$ 4,081,051</b>	<b>\$ (20,175)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 658,080	\$ 654,329	\$ 778,843	\$ 124,514
92120 MANAGEMENT-CLASS	6,989	7,189	57,843	50,654
92150 O/T-CLASSIFIED	1,036	-	-	-
92210 INSTR AIDES	46,280	48,597	52,250	3,653
92310 HOURLY STUDENTS	20,312	11,684	44,300	32,616
92320 HOURLY NON-STUDENTS	12,570	30,005	-	(30,005)
92330 PERM PART-TIME	39,918	39,526	34,806	(4,720)
92410 HRLY-INSTR AIDES-STUDENTS	51,698	68,231	37,268	(30,963)
92420 HRLY INSTR AIDES NON-STUDENTS	8,540	-	-	-
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 845,423</b>	<b>\$ 859,561</b>	<b>\$ 1,005,310</b>	<b>\$ 145,749</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 232,042	\$ 221,425	\$ 233,140	\$ 11,715
93130 STRS NON-INSTR	91,316	87,217	96,855	9,638
93210 PERS-INSTRUCTIONAL	10,231	11,551	10,621	(930)
93230 PERS NON-INSTR	75,743	80,583	107,052	26,469
93310 OASDI-INSTRUCTIONAL	50,658	50,016	47,798	(2,218)
93330 OASDI NON-INSTR	70,068	68,439	75,695	7,256
93410 H&W-INSTRUCTIONAL	369,508	341,960	349,110	7,150
93430 H&W NON-INSTR	276,907	281,973	336,281	54,308

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93510 SUI-INSTRUCTIONAL	50,209	33,143	1,462	(31,681)
93530 SUI NON-INSTR	30,509	20,810	1,044	(19,766)
93610 WORK COMP-INSTRUCTIONAL	54,245	51,071	48,773	(2,298)
93630 WORK COMP NON-INSTR	32,972	31,423	35,262	3,839
93710 PARS-INSTRUCTIONAL	6,772	6,067	-	(6,067)
93730 PARS NON-INSTR	2,411	4,055	2,255	(1,800)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 1,353,591</b>	<b>\$ 1,289,733</b>	<b>\$ 1,345,348</b>	<b>\$ 55,615</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 3,940	\$ 2,730	\$ 6,030	\$ 3,300
94290 OTHER BOOKS	-	604	-	(604)
94310 INSTR SUPPLIES	118,246	132,861	168,489	35,628
94315 SOFTWARE-INSTRUCTIONAL	28,957	2,829	10,100	7,271
94410 OFFICE SUPPLIES	15,606	34,265	19,636	(14,629)
94415 SOFTWARE NON-INSTR	498	249	1,000	751
94420 CUSTODIAL SUPPLIES	16,761	16,550	17,000	450
94490 OTHER SUPPLIES	13,102	27,630	23,022	(4,608)
94510 NEWSPAPERS	8	-	-	-
94530 PUBLICATIONS/CATALOGS	155	45	500	455
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 197,273</b>	<b>\$ 217,763</b>	<b>\$ 245,777</b>	<b>\$ 28,014</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 4,587	\$ 3,574	\$ -	\$ (3,574)
95125 TELE/PAGER/CELL SERVICE	22,513	25,744	23,420	(2,324)
95210 EQUIPMENT RENTAL	4,089	3,207	8,325	5,118
95215 BLDG/ROOM RENTAL	600	-	-	-
95225 EQUIP REPR & MAINT	35,818	44,119	35,463	(8,656)
95235 COMPUTER HW/SW MAINT/LIC	50,706	58,693	70,212	11,519
95310 CONFERENCE	22,690	28,360	27,189	(1,171)
95315 MILEAGE	21,836	8,429	4,185	(4,244)
95320 CHARTER SERVICE	6,024	6,544	-	(6,544)
95325 FIELD TRIPS	3,642	9,482	18,920	9,438
95330 HOSTING EVENTS/WORKSHOPS	792	1,963	1,860	(103)

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95410 DUES/MEMBERSHIPS	2,936	3,925	2,290	(1,635)
95415 ROYALTIES	941	669	-	(669)
95520 CONSULTANT SERVICES	-	20,000	-	(20,000)
95530 CONTRACT LABOR/SERVICES	13,237	23,418	8,700	(14,718)
95540 COURIER SERVICES	9,450	9,450	-	(9,450)
95620 LIAB & PROP INS	762	585	-	(585)
95640 STUDENT INS	4,374	5,674	6,000	326
95710 ADVERTISING	1,256	2,750	-	(2,750)
95715 PROMOTIONS	-	365	1,000	635
95720 PRINTING/BINDING/DUPLICATING	1,226	1,039	1,150	111
95725 POSTAGE/SHIPPING	4,291	4,722	600	(4,122)
95920 ADMIN OVERHEAD COSTS	45,875	52,703	64,352	11,649
95927 CHARGE BACK-PRODUCTION SVCS.	1,813	122	80	(42)
95928 CHARGE BACK-TRANSPORTATION	2,489	4,424	26,600	22,176
95935 BAD DEBT EXPENSE	(638)	-	-	-
95990 MISCELLANEOUS	10,502	17,578	36,336	18,758
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 271,811</b>	<b>\$ 337,539</b>	<b>\$ 336,682</b>	<b>\$ (857)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 6,878,850</b>	<b>\$ 6,805,822</b>	<b>\$ 7,014,168</b>	<b>\$ 208,346</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ 137,709	\$ 128,606	\$ 44,519	\$ (84,087)
96512 NEW-EQUIPMENT GT \$10,000	19,686	-	-	-
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	14,944	11,953	400	(11,553)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 172,339</b>	<b>\$ 140,559</b>	<b>\$ 44,919</b>	<b>\$ (95,640)</b>
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ -	\$ 6,520	\$ 15,000	\$ 8,480
97610 PAYMENTS TO STUDENTS	-	2,450	-	(2,450)
97660 DORMITORY	-	-	21,600	21,600
97910 CONTINGENCIES	-	-	266,400	266,400

MADERA  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
TOTAL OTHER OUTGO	\$ -	\$ 8,970	\$ 303,000	\$ 294,030
TOTAL FOR OBJECTS 96000-97999	\$ 172,339	\$ 149,529	\$ 347,919	\$ 198,390
TOTAL MADERA CENTER	\$ 7,051,189	\$ 6,955,351	\$ 7,362,087	\$ 406,736

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 2,048,868	\$ 2,065,545	\$ 2,167,064	\$ 101,519
91210 REG-MANAGEMENT	280,031	216,832	280,029	63,197
91215 REG-COUNSELORS	165,236	153,927	170,604	16,677
91220 REG NON-MANAGEMENT	85,330	112,940	167,178	54,238
91310 HOURLY,GRADED CLASSES	537,301	558,388	472,017	(86,371)
91320 OVERLOAD,GRADED CLASSES	118,263	137,023	120,000	(17,023)
91330 HRLY-SUMMER SESSIONS	30,250	42,518	40,000	(2,518)
91335 HRLY-SUBSTITUTES	3,653	10,866	-	(10,866)
91415 HRLY NON-MANAGEMENT	155,127	154,609	121,792	(32,817)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 3,424,059</b>	<b>\$ 3,452,648</b>	<b>\$ 3,538,684</b>	<b>\$ 86,036</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 604,853	\$ -	\$ 631,186	\$ 54,800
92120 MANAGEMENT-CLASS	6,989	7,189	57,843	50,654
92150 O/T-CLASSIFIED	1,036	-	-	-
92210 INSTR AIDES	46,280	48,597	52,250	3,653
92320 HOURLY NON-STUDENTS	4,070	20,969	-	(20,969)
92330 PERM PART-TIME	1,905	12,176	14,879	2,703
92410 HRLY-INSTR AIDES-STUDENTS	40,441	52,479	25,000	(27,479)
92420 HRLY INSTR AIDES NON-STUDENTS	8,386	-	-	-
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 713,960</b>	<b>\$ 717,796</b>	<b>\$ 781,158</b>	<b>\$ 63,362</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 211,831	\$ 210,404	\$ 227,884	\$ 17,480
93130 STRS NON-INSTR	48,695	53,170	60,200	7,030
93210 PERS-INSTRUCTIONAL	10,231	11,551	10,621	(930)
93230 PERS NON-INSTR	66,832	66,088	80,473	14,385
93310 OASDI-INSTRUCTIONAL	47,431	47,689	46,873	(816)
93330 OASDI NON-INSTR	55,535	52,481	59,929	7,448
93410 H&W-INSTRUCTIONAL	339,518	330,285	341,797	11,512
93430 H&W NON-INSTR	225,562	224,481	260,197	35,716
93510 SUI-INSTRUCTIONAL	46,609	31,374	1,429	(29,945)

MADERA  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93530 SUI NON-INSTR	20,084	14,051	721	(13,330)
93610 WORK COMP-INSTRUCTIONAL	50,266	48,290	47,517	(773)
93630 WORK COMP NON-INSTR	21,292	21,102	23,851	2,749
93710 PARS-INSTRUCTIONAL	6,306	5,375	-	(5,375)
93730 PARS NON-INSTR	799	1,634	1,233	(401)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 1,150,991</b>	<b>\$ 1,117,975</b>	<b>\$ 1,162,725</b>	<b>\$ 44,750</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 300	\$ 900	\$ -	\$ (900)
94310 INSTR SUPPLIES	3,142	9,540	13,383	3,843
94410 OFFICE SUPPLIES	7,000	26,129	4,950	(21,179)
94420 CUSTODIAL SUPPLIES	16,761	16,550	17,000	450
94490 OTHER SUPPLIES	6,922	5,537	7,000	1,463
94510 NEWSPAPERS	8	-	-	-
94530 PUBLICATIONS/CATALOGS	155	-	-	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 34,288</b>	<b>\$ 58,656</b>	<b>\$ 42,333</b>	<b>\$ (16,323)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 4,587	\$ 3,574	\$ -	\$ (3,574)
95125 TELE/PAGER/CELL SERVICE	22,011	25,288	22,500	(2,788)
95210 EQUIPMENT RENTAL	4,089	3,207	8,325	5,118
95215 BLDG/ROOM RENTAL	600	-	-	-
95225 EQUIP REPR & MAINT	34,846	42,067	35,463	(6,604)
95235 COMPUTER HW/SW MAINT/LIC	31,955	40,897	-	(40,897)
95310 CONFERENCE	7,880	695	3,000	2,305
95315 MILEAGE	18,898	6,432	500	(5,932)
95410 DUES/MEMBERSHIPS	962	815	-	(815)
95415 ROYALTIES	941	669	-	(669)
95520 CONSULTANT SERVICES	-	20,000	-	(20,000)
95530 CONTRACT LABOR/SERVICES	11,577	21,858	8,700	(13,158)
95540 COURIER SERVICES	9,450	9,450	-	(9,450)
95640 STUDENT INS	172	34	-	(34)
95710 ADVERTISING	1,256	2,750	-	(2,750)



MADERA  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95715 PROMOTIONS	-	365	1,000	635
95720 PRINTING/BINDING/DUPLICATING	1,226	1,039	750	(289)
95725 POSTAGE/SHIPPING	4,291	4,693	-	(4,693)
95927 CHARGE BACK-PRODUCTION SVCS.	1,427	51	-	(51)
95928 CHARGE BACK-TRANSPORTATION	34	-	-	-
95935 BAD DEBT EXPENSE	(638)	-	-	-
95990 MISCELLANEOUS	322	5,350	-	(5,350)
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 155,886</b>	<b>\$ 189,234</b>	<b>\$ 80,238</b>	<b>\$ (108,996)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 5,479,184</b>	<b>\$ 5,536,309</b>	<b>\$ 5,605,138</b>	<b>\$ 68,829</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ 45,887	\$ 79,581	\$ 3,750	\$ (75,831)
96512 NEW-EQUIPMENT GT \$10,000	19,686	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 65,573</b>	<b>\$ 79,581</b>	<b>\$ 3,750</b>	<b>\$ (75,831)</b>
<b>97000-OTHER OUTGO</b>				
97910 CONTINGENCIES	\$ -	\$ -	\$ 266,400	\$ 266,400
<b>TOTAL OTHER OUTGO</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,400</b>	<b>\$ 266,400</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 65,573</b>	<b>\$ 79,581</b>	<b>\$ 270,150</b>	<b>\$ 190,569</b>
<b>TOTAL MADERA CENTER</b>	<b>\$ 5,544,757</b>	<b>\$ 5,615,890</b>	<b>\$ 5,875,288</b>	<b>\$ 259,398</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 162,890	\$ 66,647	\$ 39,630	\$ (27,017)
91210 REG-MANAGEMENT	-	30,199	34,350	4,151
91215 REG-COUNSELORS	211,577	181,437	180,563	(874)
91220 REG NON-MANAGEMENT	19,942	-	-	-
91310 HOURLY,GRADED CLASSES	40,257	51,549	1,083	(50,466)
91320 OVERLOAD,GRADED CLASSES	20,037	8,845	-	(8,845)
91330 HRLY-SUMMER SESSIONS	7,768	19,196	23,000	3,804
91415 HRLY NON-MANAGEMENT	324,222	290,705	263,741	(26,964)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 786,693</b>	<b>\$ 648,578</b>	<b>\$ 542,367</b>	<b>\$ (106,211)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 53,227	\$ 77,943	\$ 147,657	\$ 69,714
92310 HOURLY STUDENTS	20,312	11,684	44,300	32,616
92320 HOURLY NON-STUDENTS	8,500	9,036	-	(9,036)
92330 PERM PART-TIME	38,013	27,350	19,927	(7,423)
92410 HRLY-INSTR AIDES-STUDENTS	11,257	15,752	12,268	(3,484)
92420 HRLY INSTR AIDES NON-STUDENTS	154	-	-	-
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 131,463</b>	<b>\$ 141,765</b>	<b>\$ 224,152</b>	<b>\$ 82,387</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 20,211	\$ 11,021	\$ 5,256	\$ (5,765)
93130 STRS NON-INSTR	42,621	34,047	36,655	2,608
93230 PERS NON-INSTR	8,911	14,495	26,579	12,084
93310 OASDI-INSTRUCTIONAL	3,227	2,327	925	(1,402)
93330 OASDI NON-INSTR	14,533	15,958	15,766	(192)
93410 H&W-INSTRUCTIONAL	29,990	11,675	7,313	(4,362)
93430 H&W NON-INSTR	51,345	57,492	76,084	18,592
93510 SUI-INSTRUCTIONAL	3,600	1,769	33	(1,736)
93530 SUI NON-INSTR	10,425	6,759	323	(6,436)
93610 WORK COMP-INSTRUCTIONAL	3,979	2,781	1,256	(1,525)
93630 WORK COMP NON-INSTR	11,680	10,321	11,411	1,090
93710 PARS-INSTRUCTIONAL	466	692	-	(692)

MADERA  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93730 PARS NON-INSTR	1,612	2,421	1,022	(1,399)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 202,600</b>	<b>\$ 171,758</b>	<b>\$ 182,623</b>	<b>\$ 10,865</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 3,640	\$ 1,830	\$ 6,030	\$ 4,200
94290 OTHER BOOKS	-	604	-	(604)
94310 INSTR SUPPLIES	115,104	123,321	155,106	31,785
94315 SOFTWARE-INSTRUCTIONAL	28,957	2,829	10,100	7,271
94410 OFFICE SUPPLIES	8,606	8,136	14,686	6,550
94415 SOFTWARE NON-INSTR	498	249	1,000	751
94490 OTHER SUPPLIES	6,180	22,093	16,022	(6,071)
94530 PUBLICATIONS/CATALOGS	-	45	500	455
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 162,985</b>	<b>\$ 159,107</b>	<b>\$ 203,444</b>	<b>\$ 44,337</b>
<b>95000 OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 502	\$ 456	\$ 920	\$ 464
95225 EQUIP REPR & MAINT	972	2,052	-	(2,052)
95235 COMPUTER HW/SW MAINT/LIC	18,751	17,796	70,212	52,416
95310 CONFERENCE	14,810	27,665	24,189	(3,476)
95315 MILEAGE	2,938	1,997	3,685	1,688
95320 CHARTER SERVICE	6,024	6,544	-	(6,544)
95325 FIELD TRIPS	3,642	9,482	18,920	9,438
95330 HOSTING EVENTS/WORKSHOPS	792	1,963	1,860	(103)
95410 DUES/MEMBERSHIPS	1,974	3,110	2,290	(820)
95530 CONTRACT LABOR/SERVICES	1,660	1,560	-	(1,560)
95620 LIAB & PROP INS	762	585	-	(585)
95640 STUDENT INS	4,202	5,640	6,000	360
95720 PRINTING/BINDING/DUPLICATING	-	-	400	400
95725 POSTAGE/SHIPPING	-	29	600	571
95920 ADMIN OVERHEAD COSTS	45,875	52,703	64,352	11,649
95927 CHARGE BACK-PRODUCTION SVCS.	386	71	80	9
95928 CHARGE BACK-TRANSPORTATION	2,455	4,424	26,600	22,176
95990 MISCELLANEOUS	10,180	12,228	36,336	24,108

MADERA  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
TOTAL OTHER OPER. EXP. & SERVICE	\$ 115,925	\$ 148,305	\$ 256,444	\$ 108,139
TOTAL FOR OBJECTS 91000-95999	\$ 1,399,666	\$ 1,269,513	\$ 1,409,030	\$ 139,517
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ 91,822	\$ 49,025	\$ 40,769	\$ (8,256)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	14,944	11,953	400	(11,553)
<b>TOTAL CAPITAL OUTLAY</b>	\$ 106,766	\$ 60,978	\$ 41,169	\$ (19,809)
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ -	\$ 6,520	\$ 15,000	\$ 8,480
97610 PAYMENTS TO STUDENTS	-	2,450	-	(2,450)
97660 DORMITORY	-	-	21,600	21,600
<b>TOTAL OTHER OUTGO</b>	\$ -	\$ 8,970	\$ 36,600	\$ 27,630
TOTAL FOR OBJECTS 96000-97999	\$ 106,766	\$ 69,948	\$ 77,769	\$ 7,821
<b>TOTAL MADERA CENTER</b>	\$ 1,506,432	\$ 1,339,461	\$ 1,486,799	\$ 147,338

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 93,635	\$ 81,559	\$ 48,505	\$ (33,054)
91220 REG NON-MANAGEMENT	99,294	86,152	93,984	7,832
91310 HOURLY,GRADED CLASSES	249,657	244,972	241,077	(3,895)
91320 OVERLOAD,GRADED CLASSES	12,319	12,973	12,024	(949)
91330 HRLY-SUMMER SESSIONS	3,474	2,272	5,000	2,728
91335 HRLY-SUBSTITUTES	666	1,055	-	(1,055)
91415 HRLY NON-MANAGEMENT	164	-	-	-
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 459,209</b>	<b>\$ 428,983</b>	<b>\$ 400,590</b>	<b>\$ (28,393)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 51,731	\$ 46,287	\$ 46,287	\$ -
92310 HOURLY STUDENTS	1,175	-	-	-
92320 HOURLY NON-STUDENTS	1,574	17,725	-	(17,725)
92330 PERM PART-TIME	39,634	27,366	17,780	(9,586)
92430 PERM P/T INSTR AIDES/OTHER	15,486	15,319	15,254	(65)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 109,600</b>	<b>\$ 106,697</b>	<b>\$ 79,321</b>	<b>\$ (27,376)</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 18,034	\$ 17,926	\$ 25,294	\$ 7,368
93130 STRS NON-INSTR	8,205	7,108	7,753	645
93210 PERS-INSTRUCTIONAL	1,692	1,749	1,817	68
93230 PERS NON-INSTR	7,469	5,673	5,516	(157)
93310 OASDI-INSTRUCTIONAL	6,169	6,396	5,610	(786)
93330 OASDI NON-INSTR	7,263	5,809	5,160	(649)
93410 H&W-INSTRUCTIONAL	12,733	11,178	6,853	(4,325)
93430 H&W NON-INSTR	27,423	27,418	27,418	-
93510 SUI-INSTRUCTIONAL	6,006	4,205	161	(4,044)
93530 SUI NON-INSTR	3,105	2,076	79	(1,997)
93610 WORK COMP-INSTRUCTIONAL	6,457	6,348	5,315	(1,033)
93630 WORK COMP NON-INSTR	3,334	3,117	2,610	(507)
93710 PARS-INSTRUCTIONAL	3,187	3,611	-	(3,611)
93730 PARS NON-INSTR	571	1,155	569	(586)

OAKHURST  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93930 OTHER EMP BEN NON-INSTR	3,333	3,333	-	(3,333)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 114,981</b>	<b>\$ 107,102</b>	<b>\$ 94,155</b>	<b>\$ (12,947)</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94310 INSTR SUPPLIES	\$ 5,451	\$ 11,986	\$ 22,099	\$ 10,113
94410 OFFICE SUPPLIES	1,192	762	5,250	4,488
94420 CUSTODIAL SUPPLIES	2,134	2,890	7,500	4,610
94425 GROUNDS/BLDG SUPPLIES	27	150	5,000	4,850
94490 OTHER SUPPLIES	-	-	5,500	5,500
94510 NEWSPAPERS	-	-	500	500
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 8,804</b>	<b>\$ 15,788</b>	<b>\$ 45,849</b>	<b>\$ 30,061</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 11,295	\$ 8,895	\$ 11,300	\$ 2,405
95225 EQUIP REPR & MAINT	758	3,000	400	(2,600)
95235 COMPUTER HW/SW MAINT/LIC	3,826	6,814	7,066	252
95310 CONFERENCE	-	-	2,500	2,500
95315 MILEAGE	1,156	953	3,000	2,047
95410 DUES/MEMBERSHIPS	200	200	1,000	800
95415 ROYALTIES	157	126	-	(126)
95530 CONTRACT LABOR/SERVICES	1,844	7,190	750	(6,440)
95540 COURIER SERVICES	5,400	5,400	4,000	(1,400)
95710 ADVERTISING	274	560	-	(560)
95725 POSTAGE/SHIPPING	110	90	80	(10)
95990 MISCELLANEOUS	-	-	5,000	5,000
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 25,020</b>	<b>\$ 33,228</b>	<b>\$ 35,096</b>	<b>\$ 1,868</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 717,614</b>	<b>\$ 691,798</b>	<b>\$ 655,011</b>	<b>\$ (36,787)</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ -	\$ 9,479	\$ 40,500	\$ 31,021
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 9,479</b>	<b>\$ 40,500</b>	<b>\$ 31,021</b>

OAKHURST  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
97000-OTHER OUTGO				
TOTAL OTHER OUTGO	\$ -	\$ -	\$ -	\$ -
TOTAL FOR OBJECTS 96000-97999	\$ -	\$ 9,479	\$ 40,500	\$ 31,021
TOTAL OAKHURST CENTER	\$ 717,614	\$ 701,277	\$ 695,511	\$ (5,766)

OAKHURST  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 93,635	\$ 81,559	\$ 48,505	\$ (33,054)
91220 REG NON-MANAGEMENT	99,294	86,152	93,984	7,832
91310 HOURLY,GRADED CLASSES	249,657	244,972	241,077	(3,895)
91320 OVERLOAD,GRADED CLASSES	12,319	12,973	12,024	(949)
91330 HRLY-SUMMER SESSIONS	3,474	2,272	5,000	2,728
91335 HRLY-SUBSTITUTES	666	1,055	-	(1,055)
91415 HRLY NON-MANAGEMENT	164	-	-	-
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 459,209</b>	<b>\$ 428,983</b>	<b>\$ 400,590</b>	<b>\$ (28,393)</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 51,731	\$ 46,287	\$ 46,287	\$ -
92310 HOURLY STUDENTS	1,175	-	-	-
92320 HOURLY NON-STUDENTS	1,574	17,725	-	(17,725)
92330 PERM PART-TIME	39,634	27,366	17,780	(9,586)
92430 PERM P/T INSTR AIDES/OTHER	15,486	15,319	15,254	(65)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 109,600</b>	<b>\$ 106,697</b>	<b>\$ 79,321</b>	<b>\$ (27,376)</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 18,034	\$ 17,926	\$ 25,294	\$ 7,368
93130 STRS NON-INSTR	8,205	7,108	7,753	645
93210 PERS-INSTRUCTIONAL	1,692	1,749	1,817	68
93230 PERS NON-INSTR	7,469	5,673	5,516	(157)
93310 OASDI-INSTRUCTIONAL	6,169	6,396	5,610	(786)
93330 OASDI NON-INSTR	7,263	5,809	5,160	(649)
93410 H&W-INSTRUCTIONAL	12,733	11,178	6,853	(4,325)
93430 H&W NON-INSTR	27,423	27,418	27,418	-
93510 SUI-INSTRUCTIONAL	6,006	4,205	161	(4,044)
93530 SUI NON-INSTR	3,105	2,076	79	(1,997)
93610 WORK COMP-INSTRUCTIONAL	6,457	6,348	5,315	(1,033)
93630 WORK COMP NON-INSTR	3,334	3,117	2,610	(507)
93710 PARS-INSTRUCTIONAL	3,187	3,611	-	(3,611)
93730 PARS NON-INSTR	571	1,155	569	(586)



OAKHURST  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93930 OTHER EMP BEN NON-INSTR	3,333	3,333	-	(3,333)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 114,981</b>	<b>\$ 107,102</b>	<b>\$ 94,155</b>	<b>\$ (12,947)</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94310 INSTR SUPPLIES	\$ 2,205	\$ 1,062	\$ 15,000	\$ 13,938
94410 OFFICE SUPPLIES	1,192	762	5,250	4,488
94420 CUSTODIAL SUPPLIES	2,134	2,890	7,500	4,610
94425 GROUNDS/BLDG SUPPLIES	27	150	5,000	4,850
94490 OTHER SUPPLIES	-	-	5,500	5,500
94510 NEWSPAPERS	-	-	500	500
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 5,558</b>	<b>\$ 4,864</b>	<b>\$ 38,750</b>	<b>\$ 33,886</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95125 TELE/PAGER/CELL SERVICE	\$ 11,295	\$ 8,895	\$ 11,300	\$ 2,405
95225 EQUIP REPR & MAINT	758	3,000	400	(2,600)
95235 COMPUTER HW/SW MAINT/LIC	3,684	6,672	3,140	(3,532)
95310 CONFERENCE	-	-	2,500	2,500
95315 MILEAGE	1,156	953	3,000	2,047
95410 DUES/MEMBERSHIPS	200	200	1,000	800
95415 ROYALTIES	157	126	-	(126)
95530 CONTRACT LABOR/SERVICES	1,844	7,190	750	(6,440)
95540 COURIER SERVICES	5,400	5,400	4,000	(1,400)
95710 ADVERTISING	274	560	-	(560)
95725 POSTAGE/SHIPPING	110	90	80	(10)
95990 MISCELLANEOUS	-	-	5,000	5,000
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 24,878</b>	<b>\$ 33,086</b>	<b>\$ 31,170</b>	<b>\$ (1,916)</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 714,226</b>	<b>\$ 680,732</b>	<b>\$ 643,986</b>	<b>\$ (36,746)</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ -	\$ 9,479	\$ 40,500	\$ 31,021
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 9,479</b>	<b>\$ 40,500</b>	<b>\$ 31,021</b>

OAKHURST  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

UNRESTRICTED  
FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
97000-OTHER OUTGO				
TOTAL OTHER OUTGO	\$ -	\$ -	\$ -	\$ -
TOTAL FOR OBJECTS 96000-96999	\$ -	\$ 9,479	\$ 40,500	\$ 31,021
TOTAL OAKHURST CENTER	\$ 714,226	\$ 690,211	\$ 684,486	\$ (5,725)

OAKHURST  
CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
TOTAL ACADEMIC SALARIES	\$ -	\$ -	\$ -	\$ -
<b>92000-CLASSIFIED SALARIES</b>				
TOTAL CLASSIFIED SALARIES	\$ -	\$ -	\$ -	\$ -
<b>93000-EMPLOYEE BENEFITS</b>				
TOTAL EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94310 INSTR SUPPLIES	\$ 3,246	\$ 10,924	\$ 7,099	\$ (3,825)
TOTAL SUPPLIES & MATERIALS	\$ 3,246	\$ 10,924	\$ 7,099	\$ (3,825)
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95235 COMPUTER HW/SW MAINT/LIC	\$ 142	\$ 142	\$ 3,926	\$ 3,784
TOTAL OTHER OPER. EXP. & SERVICES	\$ 142	\$ 142	\$ 3,926	\$ 3,784
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 3,388</b>	<b>\$ 11,066</b>	<b>\$ 11,025</b>	<b>\$ (41)</b>
<b>96000-CAPITAL OUTLAY</b>				
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
<b>97000-OTHER OUTGO</b>				
TOTAL OTHER OUTGO	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL OAKHURST CENTER</b>	<b>\$ 3,388</b>	<b>\$ 11,066</b>	<b>\$ 11,025</b>	<b>\$ (41)</b>



## **WILLOW INTERNATIONAL COMMUNITY COLLEGE CENTER BUDGET SUMMARY**

In addition to comprehensive programs at Fresno City College and Reedley College, the district operates education centers in neighboring communities. The largest of these programs is located at the Willow International Community College Center.

In 2003, in response to the tremendous growth in the northeast area of Clovis and Fresno, the Board of Trustees completed the acquisition of approximately 110 acres for a permanent site located at Willow and International Avenues across the street from the Clovis Unified School District's third education center.

The first phase of Willow International Community College Center was opened for the fall 2007 semester. Funding for the 80,000-square-foot academic center facility in the amount of \$50.0 million was provided through local and state bond funds. Facilities include an open computer lab, additional computer laboratories, a multi-media studio, art studio, physics and waste water treatment laboratories, forum hall, distance learning, and traditional classrooms and offices. Also included with the initial phase were a

bookstore, internet café, and utility/maintenance facility.

Additionally, the phase I facilities include a state-of-the-art childhood development center. Through collaboration with the Clovis Unified School District and State Center Community College District, matching funds were secured through the AB 16 California Joint Use Facilities legislation. The \$6.0 million facility was also opened in the fall 2007 semester and is used as a toddler and pre-school licensed child care laboratory for high school and college students taking child development and pre-teaching courses.

Academic center phase II was opened in fall 2010 in an 80,000-square-foot facility. Funding for phase II in the amount of \$38.5 million was provided through local and state bonds. The facility is located north of the existing academic center and includes allied health and science laboratories, a fitness center, dance room, library/learning resource center, student services, offices, and classrooms.

Tremendous growth has occurred at Willow International Community College Center. Annually, over 8,000 students attend the center, with full-time equivalency students (FTES) of 3,405 per year. Willow International Community College Center offers over 650 courses annually in 50 areas of study and provides students a choice of basic skills, transfer, associate degrees, certificates of achievement, and certificates of completion through the Reedley College catalog and curriculum.

The Willow International Community College Center received candidacy status in March 2013 from the Accrediting Commission for Community and Junior Colleges and may now move forward towards initial accreditation as Clovis Community College. The Willow International Community College Center's Academic Senate was approved by the Statewide Academic Senate in September 2012 as the 113th member senate.

Following is the budget summary by object for the 2013-14 fiscal year for the Willow International Community College Center.

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
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FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG, GRADED CLASSES	\$ 3,118,961	\$ 3,108,462	\$ 3,160,063	\$ 51,601
91130 TEMP, GRADED CLASSES	80,221	-	-	-
91210 REG-MANAGEMENT	744,792	622,860	634,601	11,741
91215 REG-COUNSELORS	274,649	441,570	452,010	10,440
91220 REG NON-MANAGEMENT	367,934	401,270	466,341	65,071
91310 HOURLY, GRADED CLASSES	1,263,633	1,164,137	1,179,181	15,044
91320 OVERLOAD, GRADED CLASSES	175,466	138,684	128,997	(9,687)
91330 HRLY-SUMMER SESSIONS	76,136	87,338	92,290	4,952
91335 HRLY-SUBSTITUTES	7,588	8,463	9,000	537
91415 HRLY NON-MANAGEMENT	363,585	375,510	375,334	(176)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 6,472,965</b>	<b>\$ 6,348,294</b>	<b>\$ 6,497,817</b>	<b>\$ 149,523</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 1,146,059	\$ 1,066,439	\$ 1,124,973	\$ 58,534
92115 CONFIDENTIAL	71,061	71,061	71,061	-
92120 MANAGEMENT-CLASS	173,523	149,221	198,213	48,992
92150 O/T-CLASSIFIED	314	574	-	(574)
92210 INSTR AIDES	119,268	263,910	271,188	7,278
92310 HOURLY STUDENTS	11,077	8,780	11,000	2,220
92320 HOURLY NON-STUDENTS	26,738	78,748	-	(78,748)
92330 PERM PART-TIME	60,328	50,851	59,895	9,044
92410 HRLY-INSTR AIDES-STUDENTS	43,025	45,450	56,860	11,410
92420 HRLY INSTR AIDES NON-STUDENTS	21,748	2,554	-	(2,554)
92430 PERM P/T INSTR AIDES/OTHER	77,299	97,237	111,936	14,699
92510 HRLY NON-INSTR STU/AIDES	-	9,500	-	(9,500)
92610 HRLY-INSTR STU/AIDES	-	3,500	-	(3,500)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 1,750,440</b>	<b>\$ 1,847,825</b>	<b>\$ 1,905,126</b>	<b>\$ 57,301</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 350,134	\$ 336,293	\$ 353,460	\$ 17,167
93130 STRS NON-INSTR	128,505	148,507	155,826	7,319
93210 PERS-INSTRUCTIONAL	15,218	32,020	37,216	5,196

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93230 PERS NON-INSTR	164,520	156,073	163,521	7,448
93310 OASDI-INSTRUCTIONAL	78,366	81,245	89,802	8,557
93330 OASDI NON-INSTR	134,075	124,100	131,949	7,849
93410 H&W-INSTRUCTIONAL	513,719	544,571	547,409	2,838
93430 H&W NON-INSTR	514,516	506,147	549,823	43,676
93510 SUI-INSTRUCTIONAL	79,864	50,923	17,321	(33,602)
93530 SUI NON-INSTR	52,356	30,745	6,906	(23,839)
93610 WORK COMP-INSTRUCTIONAL	86,036	77,588	82,880	5,292
93630 WORK COMP NON-INSTR	56,192	52,723	56,115	3,392
93710 PARS-INSTRUCTIONAL	12,582	11,522	13,652	2,130
93730 PARS NON-INSTR	3,732	2,920	2,095	(825)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 2,189,815</b>	<b>\$ 2,155,377</b>	<b>\$ 2,207,975</b>	<b>\$ 52,598</b>
<b>94000 SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 1,116	\$ -	\$ -	\$ -
94310 INSTR SUPPLIES	87,172	128,952	133,861	4,909
94315 SOFTWARE-INSTRUCTIONAL	7,020	2,809	5,000	2,191
94410 OFFICE SUPPLIES	16,506	46,230	36,362	(9,868)
94415 SOFTWARE NON-INSTR	249	379	-	(379)
94420 CUSTODIAL SUPPLIES	27,037	28,623	29,000	377
94490 OTHER SUPPLIES	41,680	42,603	39,247	(3,356)
94530 PUBLICATIONS/CATALOGS	52	39	100	61
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 180,832</b>	<b>\$ 249,635</b>	<b>\$ 243,570</b>	<b>\$ (6,065)</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 6,881	\$ 7,520	\$ 7,500	\$ (20)
95125 TELE/PAGER/CELL SERVICE	29,284	31,935	32,000	65
95210 EQUIPMENT RENTAL	675	500	500	-
95215 BLDG/ROOM RENTAL	3,220	5,420	5,500	80
95225 EQUIP REPR & MAINT	41,436	41,000	41,600	600
95235 COMPUTER HW/SW MAINT/LIC	81,755	125,648	129,716	4,068
95310 CONFERENCE	20,680	34,232	38,964	4,732
95315 MILEAGE	8,981	16,330	17,900	1,570



WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95320 CHARTER SERVICE	1,319	-	-	-
95325 FIELD TRIPS	1,100	1,700	4,730	3,030
95330 HOSTING EVENTS/WORKSHOPS	796	1,400	936	(464)
95410 DUES/MEMBERSHIPS	8,207	4,177	3,500	(677)
95415 ROYALTIES	2,142	1,950	1,750	(200)
95530 CONTRACT LABOR/SERVICES	38,218	68,675	71,500	2,825
95540 COURIER SERVICES	5,765	5,765	6,000	235
95555 ACCREDITATION SERVICES	14,544	-	-	-
95640 STUDENT INS	7,857	10,612	13,940	3,328
95710 ADVERTISING	2,909	795	800	5
95715 PROMOTIONS	2,678	9,483	8,500	(983)
95720 PRINTING/BINDING/DUPLICATING	3,249	4,220	7,750	3,530
95725 POSTAGE/SHIPPING	2,773	6,520	7,670	1,150
95915 CASH (OVER)/SHORT	-	1,000	-	(1,000)
95920 ADMIN OVERHEAD COSTS	14,247	12,435	21,110	8,675
95927 CHARGE BACK-PRODUCTION SVCS.	3,130	3,320	3,200	(120)
95928 CHARGE BACK-TRANSPORTATION	927	165	-	(165)
95935 BAD DEBT EXPENSE	2,687	-	-	-
95990 MISCELLANEOUS	31,866	43,872	59,408	15,536
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 337,326</b>	<b>\$ 438,674</b>	<b>\$ 484,474</b>	<b>\$ 45,800</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 10,931,378</b>	<b>\$ 11,039,805</b>	<b>\$ 11,338,962</b>	<b>\$ 299,157</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 4,350	\$ -	\$ -	\$ -
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	20,325	272,800	268,590	(4,210)
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	16,206	26,277	45,255	18,978
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 40,881</b>	<b>\$ 299,077</b>	<b>\$ 313,845</b>	<b>\$ 14,768</b>

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

FUNDS 11 & 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ 5,884	\$ 4,800	\$ -	\$ (4,800)
97910 CONTINGENCIES	-	-	347,315	347,315
<b>TOTAL OTHER OUTGO</b>	<b>\$ 5,884</b>	<b>\$ 4,800</b>	<b>\$ 347,315</b>	<b>\$ 342,515</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 46,765</b>	<b>\$ 303,877</b>	<b>\$ 661,160</b>	<b>\$ 357,283</b>
<b>TOTAL WILLOW INTERNATIONAL CENTER</b>	<b>\$ 10,978,143</b>	<b>\$ 11,343,682</b>	<b>\$ 12,000,122</b>	<b>\$ 656,440</b>

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

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FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG.GRADED CLASSES	\$ 3,084,473	\$ 3,098,894	\$ 3,160,063	\$ 61,169
91130 TEMP.GRADED CLASSES	80,221	-	-	-
91210 REG-MANAGEMENT	744,792	622,860	634,601	11,741
91215 REG-COUNSELORS	208,193	372,160	382,602	10,442
91220 REG NON-MANAGEMENT	261,705	306,859	372,299	65,440
91310 HOURLY,GRADED CLASSES	1,236,300	1,147,751	1,150,580	2,829
91320 OVERLOAD,GRADED CLASSES	155,067	134,008	128,997	(5,011)
91330 HRLY-SUMMER SESSIONS	74,573	87,338	82,590	(4,748)
91335 HRLY-SUBSTITUTES	7,588	8,463	9,000	537
91415 HRLY NON-MANAGEMENT	152,527	195,225	187,822	(7,403)
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 6,005,439</b>	<b>\$ 5,973,558</b>	<b>\$ 6,108,554</b>	<b>\$ 134,996</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 1,110,187	\$ 1,042,423	\$ 1,093,245	\$ 50,822
92115 CONFIDENTIAL	71,061	71,061	71,061	-
92120 MANAGEMENT-CLASS	173,523	149,221	198,213	48,992
92150 O/T-CLASSIFIED	314	574	-	(574)
92210 INSTR AIDES	119,268	263,910	271,188	7,278
92310 HOURLY STUDENTS	796	-	-	-
92320 HOURLY NON-STUDENTS	19,562	78,748	-	(78,748)
92330 PERM PART-TIME	34,939	22,371	24,819	2,448
92410 HRLY-INSTR AIDES-STUDENTS	33,899	41,756	45,545	3,789
92420 HRLY INSTR AIDES NON-STUDENTS	21,748	-	-	-
92430 PERM P/T INSTR AIDES/OTHER	77,299	97,237	111,936	14,699
92510 HRLY NON-INSTR STU/AIDES	-	9,500	-	(9,500)
92610 HRLY-INSTR STU/AIDES	-	3,500	-	(3,500)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 1,662,596</b>	<b>\$ 1,780,301</b>	<b>\$ 1,816,007</b>	<b>\$ 35,706</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 344,311	\$ 333,766	\$ 350,301	\$ 16,535
93130 STRS NON-INSTR	103,878	120,118	130,127	10,009
93210 PERS-INSTRUCTIONAL	15,218	32,020	37,216	5,196

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

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FUND 11

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93230 PERS NON-INSTR	155,872	153,331	157,606	4,275
93310 OASDI-INSTRUCTIONAL	77,166	81,245	89,246	8,001
93330 OASDI NON-INSTR	122,595	116,733	122,518	5,785
93410 H&W-INSTRUCTIONAL	509,297	544,571	547,409	2,838
93430 H&W NON-INSTR	476,433	470,521	512,812	42,291
93510 SUI-INSTRUCTIONAL	78,531	50,906	16,856	(34,050)
93530 SUI NON-INSTR	45,058	30,542	3,456	(27,086)
93610 WORK COMP-INSTRUCTIONAL	84,459	77,021	82,041	5,020
93630 WORK COMP NON-INSTR	48,201	46,026	48,976	2,950
93710 PARS-INSTRUCTIONAL	12,212	11,404	13,652	2,248
93730 PARS NON-INSTR	1,617	920	-	(920)
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 2,074,848</b>	<b>\$ 2,069,124</b>	<b>\$ 2,112,216</b>	<b>\$ 43,092</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94310 INSTR SUPPLIES	\$ 19,593	\$ 39,822	\$ 36,500	\$ (3,322)
94410 OFFICE SUPPLIES	12,830	40,524	33,260	(7,264)
94415 SOFTWARE NON-INSTR	-	130	-	(130)
94420 CUSTODIAL SUPPLIES	27,037	28,623	29,000	377
94490 OTHER SUPPLIES	26,764	26,540	27,210	670
94530 PUBLICATIONS/CATALOGS	52	39	100	61
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 86,276</b>	<b>\$ 135,678</b>	<b>\$ 126,070</b>	<b>\$ (9,608)</b>
<b>95000-OTHER OPER. EXPS. &amp; SERVICES</b>				
95110 ELECTRICITY & GAS	\$ 6,881	\$ 7,520	\$ 7,500	\$ (20)
95125 TELE/PAGER/CELL SERVICE	29,284	31,935	32,000	65
95210 EQUIPMENT RENTAL	675	500	500	-
95215 BLDG/ROOM RENTAL	3,220	5,420	5,500	80
95225 EQUIP REPR & MAINT	41,436	40,925	41,000	75
95235 COMPUTER HW/SW MAINT/LIC	52,556	72,668	74,116	1,448
95310 CONFERENCE	10,774	17,320	16,100	(1,220)
95315 MILEAGE	7,854	16,330	17,000	670
95325 FIELD TRIPS	200	-	-	-
95410 DUES/MEMBERSHIPS	5,652	3,500	3,500	-

WILLOW-INTERNATIONAL  
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<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
95415 ROYALTIES	2,142	1,950	1,750	(200)
95530 CONTRACT LABOR/SERVICES	38,218	68,675	71,500	2,825
95540 COURIER SERVICES	5,765	5,765	6,000	235
95555 ACCREDITATION SERVICES	14,544	-	-	-
95640 STUDENT INS	52	137	140	3
95710 ADVERTISING	2,909	795	800	5
95715 PROMOTIONS	2,678	9,483	8,500	(983)
95720 PRINTING/BINDING/DUPLICATING	3,249	3,270	6,500	3,230
95725 POSTAGE/SHIPPING	2,736	6,520	6,420	(100)
95915 CASH (OVER)/SHORT	-	1,000	-	(1,000)
95920 ADMIN OVERHEAD COSTS	200	-	-	-
95927 CHARGE BACK-PRODUCTION SVCS.	2,581	3,180	3,200	20
95935 BAD DEBT EXPENSE	2,687	-	-	-
95990 MISCELLANEOUS	30,279	43,422	56,750	13,328
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 266,572</b>	<b>\$ 340,315</b>	<b>\$ 358,776</b>	<b>\$ 18,461</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 10,095,731</b>	<b>\$ 10,298,976</b>	<b>\$ 10,521,623</b>	<b>\$ 222,647</b>
<b>96000-CAPITAL OUTLAY</b>				
<b>96200-SITE IMPROVEMENT</b>				
96210 CONSTRUCTION	\$ 4,350	\$ -	\$ -	\$ -
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	-	236,800	232,590	(4,210)
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 4,350</b>	<b>\$ 236,800</b>	<b>\$ 232,590</b>	<b>\$ (4,210)</b>
<b>97000-OTHER OUTGO</b>				
97910 CONTINGENCIES	\$ -	\$ -	\$ 347,315	\$ 347,315
<b>TOTAL OTHER OUTGO</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 347,315</b>	<b>\$ 347,315</b>
<b>TOTAL FOR OBJECTS 99000-97999</b>	<b>\$ 4,350</b>	<b>\$ 236,800</b>	<b>\$ 579,905</b>	<b>\$ 343,105</b>
<b>TOTAL WILLOW INTERNATIONAL CENTER</b>	<b>\$ 10,100,081</b>	<b>\$ 10,535,776</b>	<b>\$ 11,101,528</b>	<b>\$ 565,752</b>

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>91000-ACADEMIC SALARIES</b>				
91110 REG, GRADED CLASSES	\$ 34,488	\$ 9,568	\$ -	\$ (9,568)
91215 REG-COUNSELORS	66,456	69,410	69,408	(2)
91220 REG NON-MANAGEMENT	106,229	94,411	94,042	(369)
91310 HOURLY, GRADED CLASSES	27,333	16,386	28,601	12,215
91320 OVERLOAD, GRADED CLASSES	20,399	4,676	-	(4,676)
91330 HRLY-SUMMER SESSIONS	1,563	-	9,700	9,700
91415 HRLY NON-MANAGEMENT	211,058	180,285	187,512	7,227
<b>TOTAL ACADEMIC SALARIES</b>	<b>\$ 467,526</b>	<b>\$ 374,736</b>	<b>\$ 389,263</b>	<b>\$ 14,527</b>
<b>92000-CLASSIFIED SALARIES</b>				
92110 REG-CLASSIFIED	\$ 35,872	\$ 24,016	\$ 31,728	\$ 7,712
92310 HOURLY STUDENTS	10,281	8,780	11,000	2,220
92320 HOURLY NON-STUDENTS	7,176	-	-	-
92330 PERM PART-TIME	25,389	28,480	35,076	6,596
92410 HRLY-INSTR AIDES-STUDENTS	9,126	3,694	11,315	7,621
92420 HRLY INSTR AIDES NON-STUDENTS	-	2,554	-	(2,554)
<b>TOTAL CLASSIFIED SALARIES</b>	<b>\$ 87,844</b>	<b>\$ 67,524</b>	<b>\$ 89,119</b>	<b>\$ 21,595</b>
<b>93000-EMPLOYEE BENEFITS</b>				
93110 STRS-INSTRUCTIONAL	\$ 5,823	\$ 2,527	\$ 3,159	\$ 632
93130 STRS NON-INSTR	24,627	28,389	25,699	(2,690)
93230 PERS NON-INSTR	8,648	2,742	5,915	3,173
93310 OASDI-INSTRUCTIONAL	1,200	-	556	556
93330 OASDI NON-INSTR	11,480	7,367	9,431	2,064
93410 H&W-INSTRUCTIONAL	4,422	-	-	-
93430 H&W NON-INSTR	38,083	35,626	37,011	1,385
93510 SUI-INSTRUCTIONAL	1,333	17	465	448
93530 SUI NON-INSTR	7,298	203	3,450	3,247
93610 WORK COMP-INSTRUCTIONAL	1,577	567	839	272
93630 WORK COMP NON-INSTR	7,991	6,697	7,139	442

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
93710 PARS-INSTRUCTIONAL	370	118	-	(118)
93730 PARS NON-INSTR	2,115	2,000	2,095	95
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 114,967</b>	<b>\$ 86,253</b>	<b>\$ 95,759</b>	<b>\$ 9,506</b>
<b>94000-SUPPLIES &amp; MATERIALS</b>				
94210 TEXT BOOKS	\$ 1,116	\$ -	\$ -	\$ -
94310 INSTR SUPPLIES	67,579	89,130	97,361	8,231
94315 SOFTWARE-INSTRUCTIONAL	7,020	2,809	5,000	2,191
94410 OFFICE SUPPLIES	3,676	5,706	3,102	(2,604)
94415 SOFTWARE NON-INSTR	249	249	-	(249)
94490 OTHER SUPPLIES	14,916	16,063	12,037	(4,026)
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 94,556</b>	<b>\$ 113,957</b>	<b>\$ 117,500</b>	<b>\$ 3,543</b>
<b>95000-OTHER OPER. EXP. &amp; SERVICES</b>				
95225 EQUIP REPR & MAINT	\$ -	\$ 75	\$ 600	\$ 525
95235 COMPUTER HW/SW MAINT/LIC	29,199	52,980	55,600	2,620
95310 CONFERENCE	9,906	16,912	22,864	5,952
95315 MILEAGE	1,127	-	900	900
95320 CHARTER SERVICE	1,319	-	-	-
95325 FIELD TRIPS	900	1,700	4,730	3,030
95330 HOSTING EVENTS/WORKSHOPS	796	1,400	936	(464)
95410 DUES/MEMBERSHIPS	2,555	677	-	(677)
95640 STUDENT INS	7,805	10,475	13,800	3,325
95720 PRINTING/BINDING/DUPLICATING	-	950	1,250	300
95725 POSTAGE/SHIPPING	37	-	1,250	1,250
95920 ADMIN OVERHEAD COSTS	14,047	12,435	21,110	8,675
95927 CHARGE BACK-PRODUCTION SVCS.	549	140	-	(140)
95928 CHARGE BACK-TRANSPORTATION	927	165	-	(165)
95990 MISCELLANEOUS	1,587	450	2,658	2,208
<b>TOTAL OTHER OPER. EXP. &amp; SERVICES</b>	<b>\$ 70,754</b>	<b>\$ 98,359</b>	<b>\$ 125,698</b>	<b>\$ 27,339</b>
<b>TOTAL FOR OBJECTS 91000-95999</b>	<b>\$ 835,647</b>	<b>\$ 740,829</b>	<b>\$ 817,339</b>	<b>\$ 76,510</b>

WILLOW-INTERNATIONAL  
COMMUNITY COLLEGE CENTER

STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 GENERAL FUND - EXPENDITURES  
TENTATIVE BUDGET

RESTRICTED  
FUND 12

<u>SUMMARY BY LOCATION</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 PROJECTED</u>	<u>2013-14 PROPOSED</u>	<u>INC./(DEC.) FY14 VS. FY13</u>
<b>96000-CAPITAL OUTLAY</b>				
<b>96500-NEW EQUIPMENT</b>				
96510 NEW-EQUIPMENT LT \$10,000	\$ 20,325	\$ 36,000	\$ 36,000	\$ -
<b>96800-LIBRARY BOOKS &amp; MEDIA</b>				
96810 LIBRARY BOOKS	16,206	26,277	45,255	18,978
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 36,531</b>	<b>\$ 62,277</b>	<b>\$ 81,255</b>	<b>\$ 18,978</b>
<b>97000-OTHER OUTGO</b>				
97510 CURR YEAR PAYMENTS	\$ 5,884	\$ 4,800	\$ -	\$ (4,800)
<b>TOTAL OTHER OUTGO</b>	<b>\$ 5,884</b>	<b>\$ 4,800</b>	<b>\$ -</b>	<b>\$ (4,800)</b>
<b>TOTAL FOR OBJECTS 96000-97999</b>	<b>\$ 42,415</b>	<b>\$ 67,077</b>	<b>\$ 81,255</b>	<b>\$ 14,178</b>
<b>TOTAL WILLOW INTERNATIONAL CENTER</b>	<b>\$ 878,062</b>	<b>\$ 807,906</b>	<b>\$ 898,594</b>	<b>\$ 90,688</b>





## LOTTERY/DECISION PACKAGES

### Summary

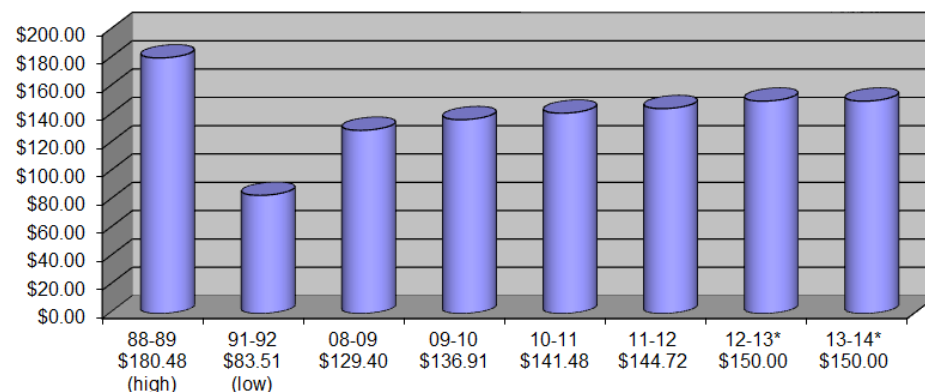
In November 1984 the California electorate approved a statewide initiative authorizing a state lottery program. As part of the initiative, 34% of lottery proceeds are to be distributed to all public educational entities in the state, including local school districts, community colleges, and state university systems.

Since the inception of the program, there has been a considerable variance in lottery collections and subsequent proceeds to community college districts. These amounts have varied from a high of \$180 per FTES in 1988-89 to a low of \$84 per FTES in 1991-92. Although all 2012-13 collections have not yet been received, it is currently anticipated the district will receive approximately \$3.8 million.

The following chart highlights actual and projected lottery funding rates to the district for the fiscal years 2008-09 through 2013-14, including the highest and lowest years:

**CALIFORNIA STATE LOTTERY  
Per FTES Allocations and Estimates  
2008-09 through 2013-14 with High/Low Years**

\*Projected



In March 2000 the California electorate approved Senate Bill 20 requiring 50% of any lottery proceed increases from 1997-98 to be spent on instructional materials. Since that time, because of the nature of the district's lottery/decision package program, whereby funds are utilized for one-time allocations largely distributed to the campuses, funding well in excess of this requirement has been expended on instructional materials.

The district utilizes the decision package process through which funds are allocated out of the prior year's proceeds for one-time, non-salary expenses in areas such as staff development, equipment, minor facility improvements, and scheduled maintenance related projects. By allocating resources from the prior year's revenues, the district is able to withstand the variances in lottery collections without overspending its budget. This process has allowed the district to enhance programmatic offerings to meet the needs of students and has provided a funding source for minor facility improvements.

With the state's budget challenges over the past several fiscal years now extending into 2013-14, the district is using the lottery decision packages to not only accomplish the objectives outlined above, but also to offset the impact

of prior year budget reductions to the general fund. The colleges/centers and the district office have prepared decision packages to ensure adequate operational funds are available to meet the stated goals of the district for managed student access and to maintain financial stability. The proposals were approved through fiscal processes at each location with input provided by various employee groups and site representatives.

The decision package proposals have been updated to reflect the current revenue projection of \$3.8 million plus an additional \$1.1 million of unspent prior year lottery funds for a total decision package proposal of \$4.9 million. Following is a summary by site of the recommendations for the 2013-14 lottery/decision package program:

**SUMMARY**  
**2013-14 DECISION PACKAGES**  
**Lottery Funding**

**District**

Staff Development and Training	\$61,100	
Employee Recognition Program	18,000	
Operational Supplies	5,000	
SCCCD Annual Report	13,000	
Central Valley Student Success Summit	3,500	
Additional Student Aide I	3,140	
Districtwide Safety and Hazardous Materials Program	50,000	
District Operations Supplies and Operating Expenses	294,740	
District Office Non-Instructional Equipment	16,000	
IS Datatel System Licensing	265,000	
IS Additional Datatel User Licenses	30,000	
IS Equipment Maintenance Contracts	80,000	
IS Storage Area Network Replacement	200,000	
IS Districtwide Videoconference Improvement	140,000	
IS Voice Over IP and WiFi for District Office North	<u>60,000</u>	
		\$1,239,480

**Fresno City College**

Staff Development and Training	\$75,000	
Campus Capital Projects and Enhancements	600,960	
Instructional Materials and Supplies (Prop. 20 Compliance)	394,362	
Speakers' Forum	21,000	
Equipment & Supplies	130,072	
Technology	<u>524,048</u>	
		\$1,745,442

**Reedley College**

Instructional Supplies (Prop. 20 Compliance)	\$182,700	
Other Operating Expenses	<u>626,040</u>	
		\$808,740

**Willow International**

Staff Development and Training	\$52,974	
Instructional Supplies (Prop. 20 Compliance)	187,688	
Operational Supplies and Equipment	7,460	
Instructional Equipment and Software	18,642	
Cultural Enrichment and Student Activities	60,100	
Outreach, School Relations and Transfer	28,250	
Technology	<u>74,116</u>	
		\$429,230

**Madera Center/Oakhurst**

Instructional Supplies (Prop. 20 Compliance)	\$110,250	
Other Operating Expenses	<u>141,858</u>	
		\$252,108

**Board of Trustees**

		<u>\$400,000</u>
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**TOTAL 2013-14 DECISION PACKAGES**

\$4,875,000



## OTHER FUNDS AND ACCOUNTS

### **Introduction**

In addition to the general fund, capital outlay projects fund, and the Measure E projects fund, the district operates several additional funds and recognized accounts. Each fund or account is required to account for the corresponding program revenues and expenditures. In general, each budget reflects the maintenance of the existing program or activities operating within the respective area.

Outlined is a brief description of each fund and account as well as changes anticipated for the 2013-14 fiscal year. It should be noted the budgets outlined are based upon projected revenues and expenditures and unaudited beginning balances.

### **Cafeteria Fund**

The cafeteria fund reflects revenues and expenditures for cafeteria programs operated by the district. In 2013-14 the Reedley College campus will be the only site operated in-house by the district. Cafeteria programs at the remaining sites are all based upon third-party lease agreements. In 2005, the district extended an agreement with Taher, Inc., to 2010 to

operate the FCC cafeteria, FCC catering, and the Madera Center food service program. The Taher agreement for FCC and Madera food service programs is currently administered on a month-to-month basis. A second restaurant located at the FCC bookstore is provided through Pacific Café with an agreement extended in 2009 to 2014. Food service at the Willow International Community College Center is provided by the Willow International Community College Center Café through a lease agreement entered into in 2002 for the Clovis Center and transferred to the Willow International Community College Center; the agreement is administered on a month-to-month basis.

In accordance with the California community colleges accounting manual, funds generated by lease agreements, including leased cafeteria programs, are accounted for in the district's general fund. The cafeteria fund collects all revenues and expenditures associated with the operation of the Reedley College program. In 2013-14 the Reedley cafeteria program is expected to have revenues of \$635,800 and expenditures of \$803,840, resulting in a loss of \$168,040.

### **Dormitory Revenue Fund**

The dormitory revenue fund is the operating account for the Reedley College residence hall (dormitory) and summer camps. It receives income from room rent, as well as interest and other charges, and pays expenses related to day-to-day operations.

Through Measure E funding, a new residence hall opened in December of 2009 that not only provided a modern residential facility, but also included an upgraded study/computer center and wireless networking for the students. While the dormitory revenue fund is budgeted to make a profit, expenditures outlined do not include all indirect or overhead costs. In 2013-14 the Reedley College dorm is expected to have revenues of \$492,710 and expenditures of \$437,024 resulting in a profit of \$55,686.

### **Internal Service Funds**

The district self-insurance fund is currently used to receive premiums from the general fund and auxiliary operating funds and to disburse payments related to long-term disability claims. The proposed budget thus reflects premiums and operating costs for such operations.

The Other Post Employment Benefit (OPEB) obligation funding issue has gained additional scrutiny in recent years as the obligation has become reportable due to changes in reporting requirements for both private and public agencies with many agencies discovering the imminent obligation against already insufficiently funded retirement programs. The district established a fund at the county to transfer monies to fund its OPEB obligation for retired and current employees.

The governmental accounting standards board (GASB) established statement numbers 43 and 45 related to the OPEB accounting and reporting requirements that mandates state and local governmental entities (including school districts) begin recognizing the OPEB obligation beginning with the 2007-08 fiscal year. The district conducts an actuarial study every other fiscal year to determine its OPEB obligation with the most recent study being prepared as of July 1, 2012. The current study determined the present value of future benefits (PVFB) for retirees and active employees is \$34.5 million with an actuarial accrued liability (AAL) of \$23.8 million (discount rate at 5.0%). The annual required contribution (ARC) is established at \$2.1 million. The ARC includes the “pay as you go” portion of the district’s current payment for retirees, the subsidized portion for retirees currently utilizing



the district's health plans, and payment for retirees and current employees based upon a 30-year amortization of the incurred, but not funded, cost for retirees and active employees.

GASB 43/45 does not mandate the funding of the OPEB obligation at this time, but does recommend funding the obligation. However, the accreditation standards for community colleges requires us to plan for and allocate appropriate resources for the payment of liabilities and future obligations, including OPEB, compensated absences and other employee related obligations. The State Center Community College District Board began funding the OPEB obligation and transferred funds to a district fund at the county in 2006-07. The Board and administration believed it to be prudent to begin funding the obligation made during previous negotiations to pay for a portion of the employee's retirement health costs. Furthermore, full GASB 43/45 compliance requires the district to deposit at a minimum its' ARC contribution. The Board approved the establishment of an irrevocable trust to be compliant with the GASB 43/45 guidelines. The California School Board Association (CSBA) sponsored program was approved by the Board on August 2007 for the GASB 43/45-compliant irrevocable trust and Public Agency Retirement Services (PARS) was hired by CSBA to be the trust administrator with US Bank to manage the

investments of the trust. Additionally the Board of Trustees formed a Retirement Board with oversight responsibility of the trust and its' investments.

The SCCCD retirement board approved the transfer of \$5.7 million representing the 2006-07 and 2007-08 ARC payments into the irrevocable trust. The 2008-09 contribution to the OPEB of \$2.8 million was transferred to a district fund rather than the irrevocable trust account. For 2013-14 staff is recommending fully funding the existing net OPEB obligation and placing the funds into the irrevocable trust. Therefore, in 2013-14 we will be transferring funds from the district retiree benefits fund to the irrevocable trust to eliminate the existing net OPEB obligation. Secondly, we will be fully funding the 2013-14 ARC payment with general fund "pay-as-you-go" contributions of approximately \$1.2 million combined with district retiree benefit funds of \$900,000 transferred to the irrevocable trust to make up the \$2.1 million ARC. The irrevocable OPEB trust and district retiree funds contain \$6.8 million and \$4.8 million respectively, as of July 1, 2012.

### **Bookstore Fund**

The budgets for the campus' bookstores reflect the maintenance of existing services in the district, including operation of four retail stores in the district.

The budgets reflect the necessary adjustments to the salary, benefits, and other operating expenses. The bookstore also budgets for the transfer of these funds used to support co-curricular activities. The bookstores are expected to generate approximately \$8.69 million in revenue with \$8.76 million in expenditures. The loss is mainly attributed to the reduction in summer school sales. A second textbook rental program will be implemented in the Fall of 2013 anticipating to generate additional sales. In addition a new service will also be implemented at the same time where students will have the option of ordering their textbooks on-line and pick them up in the store 48 hours after the order has been placed.

### **Co-Curricular Accounts**

The co-curricular expenditure budgets for each campus include provisions for athletics and athletic insurance, forensics, publications, etc. Major funding sources for co-curricular activities at both campuses are from gate receipts for athletic events and transfers from bookstores and campus allocations; in 2013-14 the bookstore budget transfer for campus co-curricular programs will be \$194,400. These accounts, although operating separately, are actually an extension of the general fund.

### **Direct Student Financial Aid Accounts**

These accounts have been established at each campus for disbursing direct student financial aid, which consists primarily of PELL Grants, Supplemental Educational Opportunity Grant (SEOG) awards, and Extended Opportunity Programs & Services (EOP&S) awards. Funding is provided by the U.S. Department of Education and the State Educational Opportunity Program. Projected expenditures and offsetting revenues are based on the best estimates at this time of approximately \$60.1 million.

**STATE CENTER COMMUNITY COLLEGE DISTRICT  
2013-14 TENTATIVE BUDGET**

**OTHER FUNDS & ACCOUNTS**

	CAFE FUND	DORM FUND	SELF-INS FUND	OPEB FUND	BOOKSTORE		CO-CURRICULAR		FINANCIAL AID	TOTAL
					FCC	RC	FCC	RC		
<b>REVENUE</b>										
Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$56,225,000	\$56,225,000
State	-	-	-	-	-	-	-	-	3,964,100	\$3,964,100
Local	635,800	492,710	260,000	-	5,213,352	3,481,086	257,827	8,000	-	\$10,348,775
Transfers In	168,040	-	-	-	-	-	309,400	129,000	-	\$606,440
<b>TOTAL REVENUE</b>	<b>\$ 803,840</b>	<b>\$ 492,710</b>	<b>\$ 260,000</b>	<b>\$ -</b>	<b>\$ 5,213,352</b>	<b>\$ 3,481,086</b>	<b>\$ 567,227</b>	<b>\$ 137,000</b>	<b>\$60,189,100</b>	<b>\$71,144,315</b>
<b>EXPENDITURES</b>										
Classified Salaries	\$ 331,398	\$ 190,726	\$ -	\$ -	\$ 680,791	\$ 580,686	\$ 6,327	\$ -	\$ -	\$1,789,928
Benefits	180,242	80,801	5,000	-	225,435	210,428	-	-	-	701,906
Materials & Supplies	266,000	23,400	-	-	3,537,298	2,389,878	92,902	68,575	-	6,378,053
Other Oper Expenses	26,200	142,097	265,000	-	565,971	374,653	499,840	68,425	-	1,942,186
Capital Outlay	-	-	-	-	-	-	-	-	-	-
Other Outgo & Transfers Out	-	-	-	4,100,000	140,400	54,000	-	-	60,189,100	\$64,483,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 803,840</b>	<b>\$ 437,024</b>	<b>\$ 270,000</b>	<b>\$ 4,100,000</b>	<b>\$ 5,149,895</b>	<b>\$ 3,609,645</b>	<b>\$ 599,069</b>	<b>\$ 137,000</b>	<b>\$60,189,100</b>	<b>\$75,295,573</b>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>\$ -</b>	<b>\$ 55,686</b>	<b>\$ (10,000)</b>	<b>\$ (4,100,000)</b>	<b>\$ 63,457</b>	<b>\$ (128,559)</b>	<b>\$ (31,842)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(\$4,151,258)</b>
<b>NET ASSETS, JULY 1, 2013*</b>	<b>\$ -</b>	<b>\$ 288,768</b>	<b>\$ 5,804,999</b>	<b>\$ 4,919,053</b>	<b>\$ 5,426,014</b>	<b>\$ 1,058,831</b>	<b>\$ 741,641</b>	<b>\$ 181,714</b>	<b>\$ -</b>	<b>\$18,421,020</b>
<b>NET ASSETS, JUNE 30, 2014*</b>	<b>\$ -</b>	<b>\$ 344,454</b>	<b>\$ 5,794,999</b>	<b>\$ 819,053</b>	<b>\$ 5,489,471</b>	<b>\$ 930,272</b>	<b>\$ 709,799</b>	<b>\$ 181,714</b>	<b>\$ -</b>	<b>\$14,269,762</b>

\* Estimated, Unaudited

Capital Outlay  
Projects

## CAPITAL OUTLAY PROJECTS

### Introduction

The district operates several components of its capital facilities projects in the capital outlay projects fund. Following is a summary of the various capital outlay programs accounted for.

### State-funded Building Projects

The State of California provides funding for community college facilities expansion and remodeling based upon established criteria. Basically, districts become eligible for state-funded building programs based upon the number of students served and the population growth projections for the service area. Because the state has inadequate funding for meeting the capital facilities needs for education, there is a significant backlog of eligible projects waiting for funding.

### Scheduled Maintenance and Hazardous Substance Projects

In 2003-04, the state began funding scheduled maintenance along with instructional equipment in a block grant format. The funds are allocated based on

actual reported FTES. In 2004-05, the budget added hazardous substances funding to the block grant formula. Unfortunately, since the 2009-10 state budget, no funding has been allocated for scheduled maintenance or hazardous substance projects, which decreases the overall funding available to complete all the projects identified during this fiscal year. The district must continue to maintain its facilities even without state support to ensure the capital investment is not rendered obsolete through years of neglect and, more importantly, to provide a positive learning environment.

Listed are the scheduled maintenance projects locally funded in 2013-14:

1. Replace Boilers – Fresno City College - \$780,000
2. Clean, Calibrate Switchgear – Clovis - \$10,000
3. Clean, Calibrate Switchgear – CTC - \$10,000
4. Clean, Calibrate Switchgear – Oakhurst - \$10,000
5. Clean, Calibrate Switchgear – Madera - \$35,000
6. Aero Soffit Repair – Reedley College - \$150,000

7. Child Development Center Roof Repair – Fresno City College - \$55,000
8. Replace Chiller & Cooling Tower at Gym – Fresno City College - \$60,000
9. Replace Clocks – Districtwide - \$10,000
10. Repair Cooling Tower – Madera - \$15,000
11. Replace Sidewalks/Concrete – Districtwide - \$25,000
12. Ratcliffe Handrail Replacement – Fresno City College - \$10,000
13. Asphalt Maintenance – Districtwide - \$500,000

**2013-14 Total Project Costs - \$1,670,000**

**SUMMARY**  
**2013-14 BUDGET**  
**CAPITAL OUTLAY PROJECTS**

**Local Projects and Maintenance:**

Local Projects/Maintenance and Repair  
Facilities Consultants

\$ 1,670,000  
150,000

TOTAL

\$1,820,000

Measure E  
Projects



## MEASURE E PROJECTS

### Introduction

In November 2002 voters passed Measure E, a \$161.0 million local bond measure for the district. The district received \$20.0 million from the initial bond sale in the summer of 2003. The initial issuance was followed by a second issuance of \$25.0 million in the summer of 2004, a third issuance of \$66.0 million in the summer of 2007, and a fourth issuance of \$20.0 million in the summer of 2009. This leaves a balance of \$30.0 million yet to be sold from the Measure E program designated for the southeast site.

In March of 2012 the district refunded approximately \$23.8 million of the earlier issued general obligation bonds to take advantage of the current low interest rates. The bond refunding does not provide savings directly to the district, but it is anticipated to save the district's taxpayers approximately \$2.3 million over the term of the bonds.

In addition to the Measure E bond funding, the District and Foundation transferred funds to the Measure E Capital Projects Fund to provide the resources needed to supplement the local bond

funding primarily for the Old Administration Building renovation.

Following are a list of the on-going and pending projects, the estimated total project budget, and the current year projected expenditures for Measure E Fund:

1. **Old Administration Building, Landscape and Parking, Fresno City College**

Total Project Budget – \$588,978

2013-14 Budget – \$338,978

This funding will landscape the green space west of the OAB and improve the parking north of the OAB. The project will complete in the 2013-2014 fiscal year.

2. **Southeast Site, Phase 1**

Total Project Budget – \$30,114,737

2013-14 Budget – \$-0-

This project is approved for state funding with a 60% state match; however, the State needs to pass a statewide bond to provide the resources to be able to move forward on this project. The next opportunity for a statewide bond will be in 2014. Statewide bonds are placed on the ballot in even

numbered years for voter approval. The last statewide bond on the ballot was in 2006, which passed with nearly 57% support. No bonds were submitted for statewide voter consideration in 2008, 2010, or 2012.

**3. Modernization Project, Phase II, Reedley College**

Total Project Budget – \$3,506,642

2013-14 Budget – \$300,000

This project will upgrade the network infrastructure by the addition of telecommunication rooms, fiber installation, and data connections.

**4. Technology Upgrades, Willow International**

Total Project Budget – \$285,010

2013-14 Budget – \$60,000

This project will upgrade technology equipment, including computers, security, paging systems, and software.

**5. Technology Upgrades, Oakhurst Center**

Total Project Budget – \$60,000

2013-14 Budget – \$25,000

This project will upgrade technology infrastructure and equipment, including computers, audio visual systems, security, paging systems, and software.

**6. Technology Upgrades, Madera Center**

Total Project Budget – \$296,000

2013-14 Budget – \$100,000

This project will upgrade technology infrastructure and equipment, including computers, audio visual systems, security, paging systems, and software.

**7. Student Center Remodel, Madera Center**

Total Project Budget – \$600,000

2013-14 Budget – \$100,000

This project will remodel the cafeteria within the student center along with acoustical upgrades in the large group instructional classroom and minor modifications to the bookstore buyback entrance.

**SUMMARY  
2013-14 BUDGET  
MEASURE E PROJECTS**

Old Administration Building Landscape & Parking, Fresno City College (C,FE)	\$ 338,978	
Modernization Project Phase 2, Reedley College (C, FE)	300,000	
Technology Upgrades, Willow International (C, FE)	60,000	
Technology Upgrades, Oakhurst (C, FE)	25,000	
Technology Upgrades, Madera Center (C, FE)	100,000	
Madera Student Center Remodel, Madera Center (C, FE)	<u>\$ 100,000</u>	
TOTAL		<u>\$ 923,978</u>

**Legend:**

Construction (C); Furniture and Equipment (FE)



## Glossary of Financial Terms

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**Allocation:** Division or distribution of resources according to a predetermined plan.

**Annual Required Contributions (ARC):** The employer's periodic required contributions to an OPEB plan.

**Apportionment:** Federal, state or local monies distributed to college districts or other governmental units according to legislative and regulatory formulas.

**Basic Aid Districts\*:** There are a few districts in which the property tax revenues generated in the district are equal to or greater than the state allocation amount generated through the state apportionment formula. They receive the amount of the revenue generated from local property tax and fee revenues, and are known as "basic aid districts." In 2007-2008, Marin, Mira Costa, and South Orange County fell into this category.

**Budget Document:** A written statement translating the educational plan or programs into costs, usually for one future fiscal year, and estimating income by sources to meet these costs.

**Budget Act:** The legislative vehicle for the State's appropriations. The Constitution requires it be passed by a two-thirds vote of each house and sent to the Governor by June 15 each year. The governor may reduce or delete, but not increase, individual items.

**Capital Outlay:** The acquisition of or additions to fixed assets, including land or existing buildings, improvements of grounds, construction of buildings, additions to buildings, remodeling of buildings, or equipment.

**Categorical Funds:** Also called restricted funds, these are monies that can only be spent for the designated purpose. Examples: funding to serve students with disabilities (DSPS) or the economically disadvantaged, low income (EOPS), scheduled maintenance, and instructional equipment.

**Contingencies Fund (also Undistributed Reserve):** That portion of the current fiscal year's budget not appropriated for any specific purpose and held subject to transfer to other specific appropriations as needed during the fiscal year.

**Cost of Living Adjustments (COLA):** An increase in funding for revenue limits or categorical programs tied to increases in the cost of living. Current law ties COLAs to indices of inflation, although different amounts may be appropriated by the legislature.

**Deficit:** The excess of liabilities over assets or the excess of expenditures or expenses over revenues during an accounting period.

**Discount Rate:** The interest rate used to adjust for the time value of money.

\* In 2011-12 San Mateo County became a Basic Aid District

Reference: Community College League of California. *Introduction to Fiscal Responsibilities: A Resource for Governing Boards*. 2007

## Glossary of Financial Terms

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**Disabled Student Programs & Services (DSPS):** Categorical or restricted funds designated to provide services that integrate disabled students into the general college program.

**Employee Benefits:** Amounts paid by an employer on behalf of employees. Examples are group health or life insurance payments, contributions to employee retirement, district share of O.A.S.D.I. (Social Security) taxes, and worker's compensation payments. These amounts are over and above the gross salary. While not paid directly to employees, they are a part of the total cost of employees.

**Ending Balance:** A sum of money available in the district's account at year end after subtracting accounts payable from accounts receivable or the difference between assets and liabilities at the end of the year.

**Enrollment Cap:** A limit on the number of students (FTES) for which the state will provide funding.

**Enrollment Fee:** Charges to resident students for instructional costs; established in the annual budget act.

**Equipment:** Tangible property with a purchase price of at least \$200 and a useful life of more than one year, other than land or buildings and improvements thereon.

**Estimated Income:** Expected receipt or accruals of monies from revenue or non-revenue sources (abatements, loan receipts) during a given period.

**Expenditures:** Amounts disbursed for all purposes. Accounts kept on an accrual basis include all charges whether paid or not. Accounts kept on a cash basis include only actual cash disbursements.

**Extended Opportunity Programs and Services (EOPS):** Categorical funds designated for supplemental services for disadvantaged students.

**Faculty Obligation Number (FON):** The annual figure provided to each district by the Chancellor's Office for the number of full-time credit faculty positions required to comply with 75/25 goals.

**Fee:** A charge to students for services related to their education. The System Office annually publishes a list of mandated, authorized, and prohibited fees.

**Fifty-Percent Law:** Requires that fifty percent of district expenditures in certain categories are spent for classroom instruction. The intent of the statute is to limit class size and contain the relative growth of administrative and non-instructional costs.

**Financial Stability:** Utilization of available resources (revenues) to address the obligations or needs (expenditures) for the current and future periods (multi-year) of the organization.

**Final Budget:** The district budget that is approved by the board in September, after the state allocation is determined.

## Glossary of Financial Terms

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**Fiscal Year:** Twelve calendar months; for governmental agencies in California, it begins July 1 and ends June 30. Some special projects have a fiscal year beginning October 1 and ending September 30, which is consistent with the federal government's fiscal year.

**Full-Time Equivalent Students (FTES):** An FTES represents 525 class (contact) hours of student instruction/activity in credit and noncredit courses, generally 15 semester credit hours. Full-time equivalent student (FTES) is the workload measure used to compute state funding for California Community Colleges.

**General Fund:** The fund used to account for the ordinary operations of the district. It is available for any legally authorized purpose not specified for payment by other funds.

**General Reserve:** An account to record the reserve budgeted to provide operating cash in the succeeding fiscal year until taxes and state funds become available.

**Governor's Budget:** The Governor proposes a budget for the state each January, which is revised in May (the May Revise) in accordance with updated revenue projections.

**Indirect Expenses or Costs:** The elements of cost necessary in the production of a good or service not directly traceable to the product or service. Usually these costs relate to expenditures not an integral part of the finished product or

service, such as rent, heat, light, supplies, management, and supervision.

**Lottery Funds:** The share of income from the State Lottery, which has added about 1-3 percent to community college funding. A minimum of 34 percent of state lottery revenues must be used for "education of pupils."

**Mandated Costs:** Expenditures that occur as a result of (or are mandated by) federal or state law, court decisions, administrative regulations, or initiative measures.

**May Revise:** The Governor revises his or her budget proposal in May in accordance with up-dated projections in revenues and expenses.

**Noncredit:** Courses taught for which no college credit is given. Adult education and basic English as a Second Language are two examples. The state reimbursement for noncredit education is less than for credit courses.

**OPEB:** Other Post Employment Benefits include postemployment healthcare benefits, and all Post Employment Benefits provided separately from a pension plan, excluding benefits defined as termination offers and benefits.

**Operating Expenses:** Expenses related directly to the fund's primary activities.

**Operating Income:** Income related directly to the fund's primary activities.

## Glossary of Financial Terms

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**Pay-As-You-Go:** A method where a sponsor recognizes plan costs and contributes to a plan equal to the current year's benefit outlay. A sponsor using "Pay-As-You-Go" does not fund for future OPEB payments.

**Present Value of Future Benefits:** The value, discounted to the valuation date, of all benefits estimated to be payable on or after the valuation date.

**Proposition 13:** An initiative passed in June 1978 adding Article XIII A to the California Constitution. It provided that tax rates on secure property were restricted to no more than 1 percent of full cash value. Proposition 13 also defined assessed value and required a two-thirds vote to change existing or levy new taxes.

**Proposition 39:** An initiative passed in 2000 that reduced the voting threshold required for local bonds from two-thirds to 55% and added conditions for proposing and using bond funds.

**Proposition 98:** An initiative passed in November 1988, guaranteeing at least 40 percent of the state's budget for K-12 and the community colleges. The split was proposed to be 89 percent (K-12) and 11 percent (CCC), although the split has not been maintained.

**Reserves:** Funds set aside in the college district budget to provide for future expenditures or to offset future losses, for working capital, or for other purposes. There are different

categories of reserves, including contingency, general, restricted and reserves for long-term liabilities.

**Restricted Funds:** Money that must be spent for a specific purpose either by law or by local board action. Revenue and expenditures are recorded in separate funds. Funds restricted by board action may be called "designated" or "committed" to differentiate them from those restricted by external agencies. Examples of restricted funds include the federal vocational education act and other federal program funds; state "categorical" programs such as those for disabled and disadvantaged students' state monies targeted for specific purposes, such as instructional equipment replacement; grants for specific programs; and locally generated revenues such as the health and parking fees.

**Retiree Health Benefits:** Benefits provided to retirees provide health insurance, negotiated through collective bargaining. Also called "Other Post Employment Benefits."

**Revenue:** Income from all sources.

**Revolving Fund:** A revolving cash account used to secure or purchase services or materials.

**Shortfall:** An insufficient allocation of money, which will require additional appropriations, reduction in expenditures, and/or will result in deficits.



## Glossary of Financial Terms

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**Stabilization Funding:** Districts that experience enrollment decline are held harmless for any revenue loss in the year the enrollment decline occurs, and the district is funded to its base enrollment. In the year immediately following the year of decline, the revenue associated with the enrollment decline (stabilization funding) will be reduced from a district's base revenue if the district has not restored the enrollment. (Education Code Section 84750.5)

**State Apportionment:** An allocation of state money paid to a district on a monthly basis once the state budget is enacted.

**STRS (CalSTRS) California State Teachers' Retirement System:** State law required school district employees, school districts, and the State contribute to the fund for full-time academic employee.

**Structural Deficit:** Budgeted expenditures exceed budgeted revenues over an extended period of years.

**Student Financial Aid Funds:** Funds designated for grants and loans to students; includes federal Pell grants, College Work-Study, and the state funded EOPS grants and fee waiver programs.

**Sustainability:** Utilization of available resources (revenues) to address the obligations or needs (expenditures) of the organization for the current and future periods (multi-year).

**Tentative Budget:** The budget approved by the board in June, prior to when state allocations have been finalized.

**Title 5, California Code of Regulations:** The section of the California Administrative Code that regulates community college. The Board of Governors adopts Title 5 regulations.

**Unfunded FTES:** FTES generated in excess of the enrollment/FTES cap.

**Unrestricted Funds:** Generally those monies of the General Fund not designated by law or a donor agency for a specific purpose. They are legally regarded as unrestricted since their use is at the Board's discretion.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:      Consideration to Establish Public Hearing Date      ITEM NO. 13-41  
                    for the Proposed 2013-14 Final Budget

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EXHIBIT:      None

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Background:

Subchapter 4 of Title 5 requires community college districts to adopt a tentative budget by June 30, and schedule a public hearing prior to the adoption of the final budget. The 2013-14 budget calendar includes the review and proposed adoption of the final budget on September 3, 2013. It is, therefore, appropriate to establish a public hearing on September 3, 2013, prior to the Board's consideration of the proposed final budget.

Recommendation:

It is recommended the Board of Trustees schedule a public hearing for the proposed 2013-14 final budget at 4:30 p.m. on September 3, 2013.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Authorize Year-end Balancing  
Transfers, 2012-13 Fiscal Year

ITEM NO. 13-42

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EXHIBIT: None

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Background:

Education Code Section 85201 authorizes districts to make year-end transfers to balance the major object accounts (i.e., certificated salaries, classified salaries, etc.) prior to closing the books for the fiscal year. The administration has identified areas of the 2012-13 budget where transfers will be required. It is necessary for the Board of Trustees to authorize year-end balancing transfers to more accurately reflect actual revenues and expenditures incurred during the fiscal year.

Recommendation:

It is recommended the Board of Trustees authorize year-end balancing transfers for the 2012-13 fiscal year.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Authorize Submittal of  
2015-2019 Five-year Construction Plan  
and Priority Projects

ITEM NO. 13-43

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EXHIBIT: List of Priority Projects

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Background:

The State Capital Outlay Program includes various steps to ultimately receive state approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the State Chancellor's Office (by July 1)
- State Chancellor's Office reviews IPP and approves or rejects the proposal
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the State the following year (by July 1).
- State Chancellor's Office reviews FPP and approves or rejects the proposal
- If FPP is approved, the project will compete with other approved community college FPPs for funding from future statewide education construction bonds on even-numbered years

In addition to the submission of IPPs and FPPs, the district is required to complete and submit to the State Chancellor's Office, on an annual basis, a five-year construction plan identifying facility footage, space utilization, and proposed construction projects necessary to meet the enrollment and programmatic needs for the five-year period. The State Chancellor's Office also requires that all locally-funded projects, including those that will be designed and constructed beyond the current five-year period, be identified and included in this plan.

Enclosed is a listing of district projects, including the Measure E projects, submitted in the Five-year Plan.

Recommendation:

It is recommended the Board of Trustees approve submittal of the Five-year Construction Plan for the years 2015-2019.

**PRIORITY LISTING OF DISTRICT PROJECTS  
2015-2019**

	<b><u>Funding Source</u></b>
1. Old Administration Building, North and East Wings, Phase III, Fresno City College	State Bond
2. Infrastructure Upgrades/Modernization, Phase 2, Reedley College	Measure E
3. Student Center Remodel, Madera Center	Measure E
4. Child Development Center, Reedley College	Future State Bond
5. CTC Site Development & Phase I Facilities, Southeast Site	Future State Bond
6. Child Development Center, Fresno City College	Future State Bond
7. Math Science Building Modernization and Addition, Fresno City College	Future State Bond and Local Bond
8. Life Science Building Modernization and Addition, Reedley College	Future State Bond and Local Bond
9. Applied Technology Building, Willow/International Center	Future State Bond and Local Bond
10. Madera Academic Village 1 Addition, Madera Center	Future State Bond and Local Bond
11. Art/Home Economics Building Modernization, Fresno City College	Future State Bond and Local Bond
12. Aeronautics, Mechanical Arts and Automotive Building Modernizations, Reedley College	Future State Bond and Local Bond
13. Relocate District Office/Operations to District Office North, State Center District Office	Future Local Bond



STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Authorize Submittal of Initial Project Proposal, Art/Home Economics Building Modernization, Fresno City College

ITEM NO. 13-44

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EXHIBIT: None

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Background:

The State Capital Outlay Program includes various steps to ultimately receive State approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by July 1
- CCCCO reviews IPP and approves or rejects the proposal
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the State the following year by July 1
- CCCCO reviews FPP and approves or rejects the proposal
- If FPP is approved, the project will compete with other approved community college FPP's for funding from future statewide education construction bonds on even-numbered years

Following the recommendations in the Districtwide Facilities Master Plan, this project proposes the modernization of academic spaces in the Art/Home Economics Building. The Art/Home Economics Building was originally constructed in 1975. The existing spaces do not adequately meet student and college needs. The existing infrastructure was not designed to meet current or emerging technologies. Efficiencies and increased room utilization will be gained through the proposed modernization project. Accessibility will also be improved by addressing potential ADA compliance issues.

The project will modernize approximately 24,500 gross square feet of space at a total estimated cost of \$4,600,000. The IPP will request 100% funding from the State. The funding would come from a future statewide bond. The time schedule is dependent upon a statewide bond being placed before the electorate of California and approved.

Item No. 13-44

Page 2

Recommendation:

It is recommended the Board of Trustees authorize submittal of an Initial Project Proposal for the Art/Home Economics Building modernization, Fresno City College, to the California Community College Chancellor's Office.



STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:     Consideration to Authorize Submittal of Initial     ITEM NO. 13-45  
                  Project Proposal, Aeronautics, Mechanical Arts  
                  and Automotive Building Modernizations,  
                  Reedley College

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EXHIBIT:     None

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Background:

The State Capital Outlay Program includes various steps to ultimately receive State approval and funding for capital projects as outlined below:

- District prepares and submits an Initial Project Proposal (IPP) to the California Community College Chancellor's Office (CCCCO) by July 1
- CCCCO reviews IPP and approves or rejects the proposal
- If IPP is approved, the district is authorized to proceed with the preparation of a Final Project Proposal (FPP) for submission to the State the following year by July 1
- CCCCO reviews FPP and approves or rejects the proposal
- If FPP is approved, the project will compete with other approved community college FPP's for funding from future statewide education construction bonds on even-numbered years

Following the recommendations in the Districtwide Facilities Master Plan, this project proposes the modernization of vocational and academic spaces in the Aeronautics, Mechanical Arts and Automotive buildings. These buildings were constructed in 1968. With various programmatic changes and the emergence of new technologies the existing facilities are inadequate for present and future instructional needs. Accessibility will be improved by addressing potential ADA compliance issues in the buildings and path of travel within the site.

The project will modernize approximately 56,500 square feet of space, at a total estimated cost of \$23,400,000. The IPP will request 100% funding from the State. The funding would come from a future statewide bond. The time schedule is dependent upon a statewide bond being placed before the electorate of California and approved.

Item No. 13-45

Page 2

Recommendation:

It is recommended the Board of Trustees authorize submittal of an Initial Project Proposal for the Aeronautics, Mechanical Arts and Automotive Building modernizations, Reedley College, to the California Community College Chancellor's Office.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:    Consideration of Bids, Trash Compactor  
              Site Work, Reedley College

ITEM NO. 13-46

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EXHIBIT:    None

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Background:

Bid #1213-16 will provide for the site work necessary for installation of a trash compactor on the Reedley College campus. This will eliminate dumpsters across the campus except for two located at the cafeteria. Reedley College currently has eight three-yard garbage dumpsters located across the campus. They are serviced five times per week. The installation of the compactor and reduction of six dumpsters will greatly reduce the need for waste hauling and will reduce the campuses' hauling costs by approximately \$2,000 per month.

The work of this project consists of the installation of a new concrete pad just north of the warehouse facility and necessary plumbing, lighting and electrical improvements in support of the trash compactor. The compactor itself will be purchased under separate contract and will be installed on the new concrete pad. While approval of this project will reduce hauling costs for the district, additional benefits include a decrease in waste material going to landfill, an increase in the percentage of recycled material, and a reduction of the current carbon footprint for the college due to fewer truck trips required to remove waste from the campus. Funding for this project will be provided by the Capital Projects Fund and reimbursed by General Fund monies designated for utilities, districtwide. Bids were received from seven contractors as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Durham Construction Company	\$58,800.00
R & H Construction, Inc.	\$60,598.00
Avison Construction, Inc.	\$65,200.00
Marko Construction Group, Inc.	\$71,455.00
Davis Moreno Construction, Inc.	\$77,000.00
Hilly Howl Construction	\$89,145.00
BMV Construction Group, Inc.	\$105,552.00

Item No. 13-46

Page 2

Fiscal Impact:

\$58,800.00 – Capital Projects Fund with reimbursement by General Fund Districtwide Utilities Budget

Recommendation:

It is recommended the Board of Trustees award Bid #1213-16 in the amount of \$58,800.00 to Durham Construction Company, the lowest responsible bidder for trash compactor site work at Reedley College, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:    Consideration of Bids, Concrete Improvements,    ITEM NO. 13-47  
              Fresno City College

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EXHIBIT:    None

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Background:

Bid #1213-14 is for the replacement of the concrete courtyard located between the Library and Student Services buildings at the Fresno City College campus. The work of this project consists mainly of removal of existing concrete and aggregate walks, brick edging, vegetation and tree roots; relocation of existing concrete seating, topiary and trees to new campus locations; adjustment of existing manholes, vaults and utilities to new finished grades; and the construction of new concrete walks, mow strips, brick pavers, irrigation and landscape improvements. The bid responses include pricing for five additive alternates to allow for additional improvements as allowed by the project budget. Included in the award recommendation are additive alternates #1 and #4 for the construction of twelve seating walls in the center courtyard, relocation of three existing site lights, and the installation of new electrical improvements for future lighting and outlets. This project is necessitated by the need to renovate existing walkways that are a detriment to pedestrian traffic and student safety.

Funding for this project will be provided by a combination of Decision Package funds and campus project reserves for Fresno City College. The lowest responsive bid amount is determined by the base bid plus all five alternates. The actual award recommendation is for the base bid and alternates #1 and #4. Bids were received from five contractors as follows:

<u>Bidder</u>	<u>Bid Amount</u>	<u>Award Amount</u>
Marko Construction Group, Inc.	\$383,000.00	\$319,000.00
R & H Construction, Inc.	\$419,500.00	\$333,000.00
Davis Moreno Construction, Inc.	\$432,015.00	\$361,515.00
Davis & Roberts Construction, Inc.	\$554,900.00	\$463,800.00
American Paving Company	\$580,000.00	\$529,000.00

Item No. 13-47

Page 2

Fiscal Impact:

\$319,000.00 – Decision Package Funds and Campus Project Reserves for Fresno City College

Recommendation:

It is recommended the Board of Trustees award Bid #1213-14 in the amount of \$319,000.00 to Marko Construction Group, Inc., the lowest responsible bidder for concrete improvements at Fresno City College, and authorize the chancellor or vice chancellor of finance and administration to sign an agreement on behalf of the district.

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Concur/Oppose Personnel  
Commission Budget

ITEM NO. 13-48

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EXHIBIT: 2013-14 Personnel Commission Budget

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Background:

The Personnel Commission held a public hearing regarding its proposed budget for 2013-14 during its meeting on May 21, 2013. Following the public hearing, the Personnel Commission approved a budget for 2013-14 to reflect an increase of \$6,969.00 over the 2012-13 budget. This increase in the budget is primarily due to reorganization, step increases, longevity and professional growth amounts that are projected for next year. The figures for the discretionary items, such as office supplies, advertising, testing expenses, etc., have been projected based on the current year actual expenses to-date, plus planning for the 2013-14 fiscal year.

According to Education Code 88073, the commission shall prepare an annual budget for its own office, which, upon the approval of the county superintendent of schools, shall be included by the governing board in the regular budget of the community college district. The budget shall be prepared for a public hearing by the commission to be held not later than May 30 of each year. The commission shall fully consider the views of the governing board prior to adoption of its proposed budget. The commission shall then forward its proposed budget to the county superintendent of schools for action.

If the county superintendent of schools proposes to reject the budget as submitted by the commission, he shall, within 30 days after the commission's submission of the budget, hold a public hearing on the proposed rejection within the affected district. He shall have informed both the commission and the governing board of the date, time and place of the hearing. He may after such public hearing either reject, or, with the concurrence of the commission, amend the proposed budget. In the absence of agreement between the Personnel Commission and the county superintendent, the budget of the preceding year shall determine the amount of the new budget, and the items of expenditure shall be determined by the commission.

The Personnel Commission has forwarded a budget of \$444,223 to the Fresno County Superintendent of Schools and this amount will be included in the district's budget.

Item No. 13-48

Page 2

Recommendation:

It is recommended the Board of Trustees direct the chancellor to notify the Fresno County Superintendent of Schools that there will be no objection to the State Center Community College District Personnel Commission estimated budget of \$444,223 for the 2013-14 fiscal year.



**State Center Community College District  
Budget for Fiscal Year 2013-2014  
Personnel Commission**

<b>Object</b>	<b>Name/Object Description</b>	<b>Proposed FY 12/13 Budget</b>
92110	Hourly Non-Management	\$ 167,461
92120	Hourly Management	\$ 94,829
92150	O/T Classified	\$ 3,000
92320	Commissioners	\$ 1,800
92330	Hourly Part-Time	\$ 13,601
93230	PERS	\$ 31,257
93330	FICA/Medicare	\$ 20,288
93430	Health & Welfare	\$ 54,926
93530	SUI	\$ 137
93630	Worker's Comp	\$ 4,589
93730	PARS	\$ 435
94410	Office Supplies	\$ 1,500
94415	Software Non-Inst	\$ 9,500
94530	Publications/Catalogs	\$ 150
95125	Telephone/Pager	\$ -
95225	Equipment Repair	\$ -
95235	Computer Licenses	\$ 12,000
95310	Conference	\$ 7,000
95315	Mileage	\$ 4,000
95330	Hosting Events/Workshops	\$ 1,000
95410	Dues/Memberships	\$ 3,000
95520	Consultant Services	\$ 1,500
95525	Medical Services	\$ 1,000
95710	Advertising	\$ 10,000
95725	Postage/Shipping	\$ 150
95927	Chargebacks-Production	\$ 100
96510	New Equipment	\$ 1,000
96515	Non-Inst Equipment	\$ -
		<b>\$ 444,223</b>

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Adopt District Equal  
Employment Opportunity Plan for  
2013-2016

ITEM NO. 13-49

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EXHIBIT: Draft Equal Employment Opportunity Plan

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Background:

The Draft Equal Employment Opportunity (EEO) Plan was presented to the Board of Trustees as a first reading at the May 7, 2013, board meeting. At that time board members were encouraged to provide their input for this document. Title 5 requires all school districts to adopt an Equal Employment Opportunity Plan. The State Chancellor's Office requires submission of this plan to its office by June 28, 2013. To that end, the district formed an EEO Advisory Taskforce. The taskforce is comprised of four district office administrators, one administrator from each college/center, three faculty representatives, and two classified representatives. The committee met with Arturo Ocampo, an attorney with Kronick, Moskovitz, Tiedemann & Girard, on February 14, 2013. Mr. Ocampo informed the taskforce of the required components of the model plan and provided optional language as well. The taskforce completed individual assignments and collectively wrote the Draft EEO Plan. This draft was also presented to the Chancellor's Cabinet for input.

Following the first reading and the opportunity for the Board of Trustees to provide input for the plan, the final document is being presented to the Board of Trustees for a second reading and adoption at this board meeting.

Recommendation:

It is recommended the Board of Trustees adopt the district Equal Employment Opportunity Plan, as presented.



STATE CENTER  
COMMUNITY COLLEGE DISTRICT

EQUAL EMPLOYMENT OPPORTUNITY PLAN  
2013-2016

Adopted by the Board of Trustees on \_\_\_\_\_, 2013

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## **Plan Component 1: Introduction**

State Center Community College District is committed to cultivating a welcoming environment for all and takes an aggressive, active approach to ensure equal employment opportunities and to create a culture which fosters diversity as part of the District's core values. By creating an educational experience in an inclusive environment, our faculty, staff and students are prepared to thrive and contribute to a global society. The State Center Community College District Equal Employment Opportunity Plan ("Plan") was adopted by the Governing Board on **(date)**. The Plan must be reviewed and, if necessary, revised every three years. The District shall notify the Chancellor at least 30 days prior to adopting any other amendments to its Plan. The Plan's immediate focus is achieving equal employment opportunity in its recruitment, screening and selection policies and practices pursuant to the applicable Title 5 regulations of the California Code of Regulations (Sections 53000 et. Seq.). The District believes that a diverse workforce achieved through equal employment opportunity results in many benefits for our students, employees, and community at large. To properly serve a growing diverse population, the District will also endeavor to hire and retain faculty and staff who are sensitive to and knowledgeable of the needs of the continually changing student body it serves. This plan reflects a work in progress and is meant to be a living document subject to clarification and revision as the District's diversity goals are met.

Deborah G. Blue, Ph.D.

Chancellor

## Plan Component 2: Policy Statements

### Board Policy #3420: Equal Employment Opportunity

The Board supports the intent set forth by the California Legislature to assure that effort is made to build a community in which opportunity is equalized, and community colleges foster a climate of acceptance, with the inclusion of faculty and staff from a wide variety of backgrounds. It agrees that diversity in the academic environment fosters cultural awareness, mutual understanding and respect, harmony and respect, and suitable role models for all students. The Board therefore commits itself to promote the total realization of equal employment through a continuing equal employment opportunity program.

The Chancellor shall develop, for review and adoption by the Board, a plan for equal employment opportunity that complies with the Education Code and Title 5 requirements as from time to time modified or clarified by judicial interpretation.

### Board Policy #7100: Commitment to Diversity

The District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success. The Board recognizes that diversity in the educational and working environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and staff development processes that support the goals of equal opportunity and diversity, and provide equal consideration for all qualified candidates.

*Reference CCR Title 5, §53001*

- a) *Adverse Impact*: a statistical measure (such as those outlined in the EEO Commission's *Uniform Guidelines on Employee Selection Procedures*) that is applied to the effects of a selection procedure and demonstrates a disproportionate negative impact on any group defined in terms of ethnic group identification, gender, or disability. A disparity identified in a given selection process will not be considered to constitute adverse impact if the numbers involved are too small to permit a meaningful comparison.
- b) *Business Necessity*: circumstances which justify an exception to the requirements of section 53021(b)(1) because compliance with that section would result in substantial additional financial cost to the District or pose a significant threat to human life or safety. Business necessity requires greater financial cost than mere business convenience. Business necessity does not exist where there is an alternative that will serve business needs equally well.
- c) *Diversity*: means a condition of broad inclusion in an employment environment that offers equality and respect for all persons.
- d) *Equal Employment Opportunity*: means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits of employment with the District.

- e) *Equal Employment Opportunity Plan*: a written document that includes specific procedures for ensuring equal employment opportunity.
- f) *Equal Employment Opportunity Measures*: all the various measures by which equal employment opportunity is ensured. Such measures include, but are not limited to, using nondiscriminatory employment practices, actively recruiting, monitoring and taking additional steps consistent with the requirements of section 53006.
- g) (1) *Ethnic Minorities*: American Indians or Alaskan natives, Asians or Pacific Islanders, Blacks/African-Americans, and Hispanics/Latinos.  
 (2) *Ethnic Group Identification*: means an individual's identification in one or more of the ethnic groups reported to the Chancellor pursuant to section 53004. These groups shall be more specifically defined by the Chancellor consistent with state and federal law.
- h) *Goals for Persons with Disabilities*: a statement that the District will strive to attract and hire additional qualified persons with a disability in order to achieve the level of projected representation for that group by a target date established by taking into account the expected turnover in the workforce and the availability of persons with disabilities who are qualified to perform a particular job. Goals are not "quotas" or rigid proportions.
- i) *In-house or Promotional Only Hiring*: means that only existing District employees are allowed to apply for a position.
- j) *Monitored Group*: means those groups identified in section 53004(b) for which monitoring and reporting is required pursuant to section 53004(a).
- k) *Person with a Disability*: any person who (1) has a physical or mental impairment as defined in Government Code, section 12926 which limits one or more of such person's major life activities, (2) has a record of such an impairment, or (3) is regarded as having such an impairment. A person with a disability is "limited" if the condition makes the achievement of the major life activity difficult.
- l) *Projected Representation*: the percentage of persons from a monitored group determined by the Chancellor to be available and qualified to perform the work in question.
- m) *Reasonable Accommodation*: the efforts made on the part of the District to remove artificial or real barriers, which prevent or limit the employment and upward mobility of persons with disabilities. "Reasonable accommodations" may include the items designated in section 53025.

- n) *Screening or Selection Procedures*: any measure, combination of measures, or procedures used as a basis for any employment decision. Selection procedures include the full range of assessment techniques, including but not limited to traditional paper and pencil tests, performance tests, and physical, educational, and work experience requirements, interviews, and review of application forms.
- o) *Significantly Underrepresented Group*: any monitored group for which the percentage of persons from that group employed by the District in any job category listed in section 53004(a) is below eighty percent (80%) of the projected representation for that group in the job category in question.
- p) *Target Date*: a point in time by which the District Plans to meet an established goal for persons with disabilities and thereby achieve projected representation in a particular job category.
- q) *Timetable*: a set of specific annual hiring objectives that will lead to meeting a goal for persons with a disability by a projected target date.

**Plan Component 3: Delegation of Responsibility, Authority and Compliance**  
**Reference CCR Title 5 §53002,**

The State Center Community College District is committed to the concept and the principles of equal employment opportunity. To this end The District will implement a comprehensive program to operationalize this concept and these principles into practice, one that applies to every aspect of education and personnel policies, and to practices in employment, development, advancement and treatment of employees, students and the general public.

It is the District’s policy to ensure that all qualified applicants for employment and all employees have full and equal access to employment opportunity. To achieve this end, the District will ensure that applicants for employment and all employees are not subjected to discrimination in any program or activity of the District on the basis of ethnic group identification, race, color, national origin, religion, age, sex, physical disability, mental disability, ancestry, sexual orientation, or on the basis of these perceived characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The District will strive to achieve a workforce that is welcoming to men, women, persons with disabilities and individuals from all ethnic and other groups. Such a workforce will ensure the District provides an inclusive educational and employment environment which fosters cooperation, acceptance, democracy and free expression of ideas.

An Equal Employment Opportunity Plan will be maintained to ensure the implementation of equal employment opportunity principles that conform to federal and state laws.

It is the goal of the State Center Community College District that all employees promote and support equal employment opportunity because equal employment opportunity requires a commitment and a contribution from every segment of the District. The general responsibilities for the prompt and effective implementation of the Plan are set forth below.



### *1. Governing Board*

The Governing Board is ultimately responsible for proper implementation of the District's Plan at all levels of district and college operations, and for ensuring equal employment opportunity as described in the Plan. In carrying out this responsibility, the Governing Board, upon the recommendation of the Chancellor, shall ensure that an Equal Employment Opportunity Officer ("EEO Officer") is designated to oversee the day-to-day implementation of the requirements set forth in this subchapter.

### *2. Chancellor*

The Governing Board delegates to the Chancellor the responsibility for ongoing implementation of the Plan and for providing leadership in supporting the District's equal employment opportunity policies and procedures. The Chancellor shall advise the Governing Board concerning statewide policy emanating from the Board of Governors of the California Community Colleges and direct the publication of an annual report on Plan implementation. The Chancellor shall evaluate the performance of all administrative staff who report directly to him/her on their ability to follow and implement the Plan.

### *3. Equal Employment Opportunity Officer*

The District has designated the Associate Vice Chancellor, Human Resources as its EEO Officer who is responsible for the day-to-day implementation of the Plan. If the designation of the EEO Officer changes before the Plan is next revised, the District will notify employees and applicants for employment of the new designee. The EEO Officer is responsible for administering, implementing, and monitoring the Plan. The EEO Officer is also responsible for receiving complaints filed pursuant to Section 53026 of the California Code of Regulations as described in Plan Component 5; and for ensuring that applicant pools and selection procedures are properly monitored as required by the Plan.

### *4. Equal Employment Opportunity Advisory Committee*

The District shall establish an Equal Employment Opportunity Advisory Committee ("Committee") to assist the District in developing and implementing the Plan. The Committee will act as an advisory body to the EEO Officer and the District as a whole to promote understanding and support of equal employment opportunity policies and procedures. The Committee may monitor equal employment opportunity progress and provide suggestions for Plan revisions as appropriate. Per AR 3420, Equal Employment Opportunity, the Associate Vice Chancellor, Human Resources is designated as the EEO officer charged with overseeing the day-to-day implementation of the EEO plan and program.

### *5. Agents of the District*

Any organization or individual, whether or not an employee of the District, who acts on behalf of the Governing Board with regard to the recruitment and screening of personnel, is an agent of the District and is subject to all the requirements of the Plan.

### *6. Good Faith Effort*

The District shall make a continuous good faith effort to comply with all the requirements of the Plan.

#### **Plan Component 4: Advisory Committee**

The District shall establish an Equal Employment Opportunity Advisory Committee to assist in developing and implementing the District's Equal Employment Opportunity Plan. The Committee shall include a diverse membership whenever possible. A substantial good faith effort to maintain a diverse membership is expected. If the District has been unable to meet this requirement, it will document that efforts were made to recruit Committee members who are members of monitored groups.

The Committee will be comprised of full-time faculty, adjunct faculty, classified, administrators, and students:

**District Office:**

- Vice Chancellor of Finance and Administration or designee
- Vice Chancellor of Educational Services and Institutional Effectiveness or designee
- Associate Vice Chancellor of Human Resources (EEO Officer)
- Director of Classified Personnel
- Director of Human Resources (Interim)

**Fresno City College:**

- Administration
- Faculty Senate
- Classified

**Reedley College (Madera Center and Oakhurst Center see below)**

- Administration
- Faculty Senate
- State Center Federation of Teachers President/designee
- Classified

**Madera Center**

- Administration
- Faculty Senate
- Classified

**Willow International Community College Center**

- Administration
- Faculty Senate
- Classified

Committee membership will rotate to ensure fluid diversity of membership, and to allow for fresh input. For a list of current members see Appendix A. An EEO Committee Chair will be elected by the Committee membership and serve approximately two fiscal years, unless Committee membership deems the need for shorter or longer terms and holds a new election.

The Committee may also assist in promoting understanding and support of equal employment opportunity and nondiscrimination policies and procedures. The Committee may sponsor events, trainings, or other activities that promote equal employment opportunity, nondiscrimination, retention or diversity. The EEO Officer shall train the advisory committee on equal employment compliance and on the Plan itself. The Committee may also make recommendations and provide support to the EEO Officer on the types of training as well as in implementation of events, trainings and other activities to be held.

The Committee shall hold a minimum of two meetings per fiscal year, with additional meetings if needed to review equal employment opportunity and diversity efforts, programs, policies, and progress. When appropriate, the advisory committee may make recommendations to the District, through the Chancellor and the EEO Officer.

## **Plan Component 5: Complaints**

### **A. Complaints Alleging Violation of the Equal Employment Opportunity Regulations** **Reference Title 5 CCR Section 53026**

The District has established the following process permitting any person to file a complaint alleging that the requirements of the equal employment opportunity regulations (“EEO regulations”) have been violated. The EEO regulations can be found in Title 5 California Code of Regulations, sections 53000, et seq. The EEO regulations have been incorporated into the Plan. Any complaint alleging a violation of the Plan or the EEO regulations may be processed pursuant to these procedures.

#### *1. Written Complaints*

Any person who believes that the provisions of the Plan or EEO regulations have been violated may file a written complaint describing in detail the alleged violation(s). All complaints shall be signed and dated by the complainant and shall contain, to the best of the complainant’s ability, the names of the individuals involved, the date(s) of the event(s) at issue, and a detailed description of the actions constituting the alleged violation(s).

##### *a) Complaints Involving Current Hiring Processes*

Complaints involving current hiring processes must be filed as soon as possible after the occurrence of an alleged violation and not later than sixty (60) days after such occurrence unless the complainant can verify a compelling reason for the District to waive the sixty (60) day limitation.

##### *b) All Other Complaints Involving Violations of the Plan/EEO Regulations*

Complaints alleging violations that do not involve current hiring processes must be filed as soon as possible after the occurrence of an alleged violation and not later than ninety (90) days after such occurrence unless the violation is ongoing.

#### *2. Where to File Complaints*

Complaints shall be filed with the Associate Vice Chancellor, Human Resources who is designated as the EEO Officer. If the complaint involves the EEO Officer, the complaint may be filed with the Chancellor. To the extent practicable, a written determination on all accepted written complaints will be issued to the

complainant within ninety (90) days of the filing of the complaint. The EEO Officer will ensure that complaints are promptly and impartially investigated and will forward copies of all written complaints to the State Center Community College District Chancellor's Office upon receipt.

### *3. Returned Complaints*

The District may return without action any complaints that are inadequate because they do not state a clear violation of the EEO regulations. All returned complaints must include a District statement of the reason for returning the complaint without action.

### *4. Appeals and Minimum Conditions Violations*

A complainant may not appeal the District's determination to the State Chancellor's Office, but under some circumstances, violations of the EEO regulations in Title 5 may constitute a violation of a minimum condition for receipt of state aid. In such a case, a complaint can be filed with the State Chancellor's Office, but the complainant will be required to demonstrate that he/she made previous reasonable, but unsuccessful, efforts to resolve the alleged violation at the college and/or district level using the process described in this section pursuant to Section 53026 of Title 5. (See, *California Community Colleges Chancellor's Office Guidelines for Minimum Conditions Complaints* at:

[http://extranet.cccco.edu/Portals/1/Legal/Guidelines/Min\\_Cond\\_Complaints.pdf](http://extranet.cccco.edu/Portals/1/Legal/Guidelines/Min_Cond_Complaints.pdf).)

### *5. Complaints Involving Unlawful Discrimination*

In the event that a complaint filed under section 53026 alleges unlawful discrimination, it will be processed pursuant to the "District's Discrimination and Harassment Complaint Procedures" as required by Title 5 California Code of Regulations sections 59300, et seq.

## B. Complaints Alleging Unlawful Discrimination or Harassment (Title 5 CCR Sections 59300, et seq. Complaints)

The District has adopted procedures for complaints alleging unlawful discrimination or harassment. The Associate Vice Chancellor, Human Resources is responsible for receiving such complaints and for coordinating an investigation. Campus complaint officers may be assigned investigation responsibilities. The District's discrimination and harassment complaint procedures can be accessed at the following link <http://www.sccd.edu/index.aspx?page=374> and are attached as Appendix B.

## **Plan Component 6: Notification to District Employees**

The commitment of the Governing Board and the Chancellor to equal employment opportunity is emphasized through the broad dissemination of its Equal Employment Opportunity Policy Statement (see Plan Component 2) and the Equal Employment Opportunity Plan. The Policy Statement will be printed in the college catalogs and class schedules. The Plan and subsequent revisions will be distributed to the District's Governing Board, the Chancellor, each College President, administrators, the academic senate leadership, union representatives, members of the Personnel Commission and members of the District Equal Employment Opportunity Advisory Committee. The Plan will be available on the District's website, and when appropriate, may be distributed by e-mail. The District Office will strive to annually provide all employees with a copy of the Board's Equal Employment Opportunity Policy Statement and written notice summarizing the provisions of the District's Equal Employment Opportunity Plan. The plan will be available at all times on the district website. The Human Resources Department will provide

all new employees with a copy of the Policy Statement and the written notice summarizing the provisions of the District's Equal Employment Opportunity Plan when they commence their employment with the District. The written notice summarizing the provisions of the District's Equal Employment Opportunity Plan will contain the following provisions:

1. A summary of the District's Equal Employment Opportunity Plan.
2. The importance of the employee's participation and responsibility in ensuring the Plan's implementation.
3. A listing where complete copies of the Plan are available.

### **Plan Component 7: Annual Written Notice to Community Organizations**

The Associate Vice Chancellor of Human Resources Office or designee will provide annual written notice to appropriate, diverse, community-based and professional organizations concerning the Plan. The notice will inform these organizations that they may obtain a copy of the Plan by contacting the Associate Vice Chancellor, Human Resources office, and shall solicit their assistance in identifying diverse qualified candidates. The notice will include a summary of the Plan.

### **Plan Component 8: Training of Screening/Selection Committees**

Any organization or individual, whether or not an employee of the District, who is involved in the recruitment and screening/selection of personnel shall receive appropriate training on the requirements of the Title 5 regulations on equal employment opportunity (Title 5 sections 53000, et. seq. of the California Code of Regulations); the requirements of federal and state nondiscrimination laws; the requirements of the District's Equal Employment Opportunity Plan; principles of diversity and cultural proficiency; the value of a diverse workforce; and recognizing bias. Persons serving in the above capacities will be required to receive training within the previous 18 months prior to service on the screening/selection committees. This training is mandatory; individuals who have not received this training will not be allowed to serve on screening/selection committees. The Associate Vice Chancellor, Human Resources or the director of Classified Personnel depending upon employee classification or designee is responsible for providing the required training. Any individual, whether or not an employee of the District, acting on behalf of the District with regard to recruitment and screening of employees is subject to the EEO regulations of Title 5 and the District's Equal Employment Opportunity Plan.

### **Plan Component 9: Analysis of District Workforce and Applicant Pool**

#### *1. Data Collection Requirements*

The District Human Resources Office will survey the District's workforce composition annually and shall monitor applicants for employment on an ongoing basis to evaluate the District's progress in implementing the Plan, to provide data needed for the reports required by the Plan, and to determine whether any monitored group is underrepresented. Monitored groups are men, women, American Indians/Alaskan Natives, Asians or Pacific Islanders, Blacks/African-Americans, Hispanics/Latinos, Caucasians, and persons with disabilities.

For purposes of the survey and report, each applicant or employee will be afforded the opportunity to voluntarily identify her or his gender, ethnic group identification and, if applicable, her or his disability status. Persons may designate as many ethnicities as they identify with, but shall be counted in only one ethnic group for reporting purposes. This information will be kept confidential and will be separated from the applications that are forwarded to the screening/selection committee and hiring administrator(s). The District will annually report to the Chancellor the results of its annual survey of employees. This survey will be done for each college in the District. At least every three years the Plan will be reviewed and, if necessary, revised based on an analysis of the ethnic group identification, gender, and disability composition of existing employees and of those who have applied for employment in each of the following identified job categories:

- 1) Executive/Administrative/Managerial
- 2) Faculty and other Instructional Staff
- 3) Professional Non-faculty
- 4) Secretarial/Clerical
- 5) Technical and Paraprofessional
- 6) Skilled Crafts
- 7) Service and Maintenance

## 2. Workforce and Applicant Pool Data

The District's 2012-2013 workforce levels as of February 2013 (i.e current staffing levels) are as follows:

**Table 1**

<b>DISTRICTWIDE TOTALS</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial	5	0	5	12	45	4	8	37	42	0	79
Faculty/Other Instructional Staff	56	14	113	251	1004	19	154	817	794	0	1611
Professional (Non-Faculty)	1	0	2	4	10	0	3	11	9	0	20
Secretarial/Clerical	11	0	16	61	118	21	26	27	226	0	253
Technical/Paraprofessional	4	3	16	40	78	7	14	76	86	0	162
Skilled Crafts	0	0	0	2	4	0	1	7	0	0	7
Service/Maintenance	4	1	2	21	39	4	9	71	9	0	80
<b>TOTAL</b>	<b>81</b>	<b>18</b>	<b>154</b>	<b>391</b>	<b>1298</b>	<b>55</b>	<b>215</b>	<b>1046</b>	<b>1166</b>	<b>0</b>	<b>2212</b>
	3.66%	0.81%	6.96%	17.68%	58.68%	2.49%	9.72%	47.29%	52.71%	0.00%	100.00%

**Table 2**

<b>FRESNO CITY COLLEGE</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial	4	0	1	5	14	1	5	15	15	0	30
Faculty	43	9	76	145	635	11	99	533	485	0	1018
Professional (Non-Faculty)	1	0	0	2	3	0	1	5	2	0	7
Clerical/Secretarial	10	0	12	33	61	12	18	16	130	0	146
Technical/Paraprofessional	4	2	11	17	46	5	7	43	49	0	92
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Service/Maintenance	0	0	0	0	0	0	2	2	0	0	2
<b>TOTAL</b>	<b>62</b>	<b>11</b>	<b>100</b>	<b>202</b>	<b>759</b>	<b>29</b>	<b>132</b>	<b>614</b>	<b>681</b>	<b>0</b>	<b>1295</b>
	4.79%	0.85%	7.72%	15.60%	58.61%	2.24%	10.19%	47.41%	52.59%	0.00%	100.00%

**Table 3**

REEDLEY COLLEGE	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial	0	0	1	5	9	1	1	9	8	0	17
Faculty	7	3	19	66	192	3	24	153	161	0	314
Professional (Non-Faculty)	0	0	0	2	1	0	0	0	3	0	3
Clerical/Secretarial	1	0	1	20	14	5	4	5	40	0	45
Technical/Paraprofessional	0	1	3	12	17	0	4	17	20	0	37
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Service/Maintenance	1	0	0	8	13	1	3	19	7	0	26
<b>TOTAL</b>	<b>9</b>	<b>4</b>	<b>24</b>	<b>113</b>	<b>246</b>	<b>10</b>	<b>36</b>	<b>203</b>	<b>239</b>	<b>0</b>	<b>442</b>
	2.04%	0.90%	5.43%	25.57%	55.66%	2.26%	8.14%	45.93%	54.07%	0.00%	100.00%

**Table 4**

MADERA COMMUNITY COLLEGE CENTER	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial	0	0	1	1	0	0	0	1	1	0	2
Faculty	3	1	5	26	67	1	10	51	62	0	113
Professional (Non-Faculty)	0	0	0	0	0	0	0	0	0	0	0
Clerical/Secretarial	0	0	2	2	7	2	0	3	10	0	13
Technical/Paraprofessional	0	0	0	3	3	1	2	3	6	0	9
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Service/Maintenance	0	0	0	3	0	0	0	3	0	0	3
<b>TOTAL</b>	<b>3</b>	<b>1</b>	<b>8</b>	<b>35</b>	<b>77</b>	<b>4</b>	<b>12</b>	<b>61</b>	<b>79</b>	<b>0</b>	<b>140</b>
	2.14%	0.71%	5.71%	25.00%	55.00%	2.86%	8.57%	43.57%	56.43%	0.00%	100.00%

**Table 5**

OAKHURST SITE	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial	0	0	0	0	0	0	0	0	0	0	0
Faculty	0	0	0	1	18	0	3	11	11	0	22
Professional (Non-Faculty)	0	0	0	0	0	0	0	0	0	0	0
Clerical/Secretarial	0	0	0	0	1	0	0	0	1	0	1
Technical/Paraprofessional	0	0	0	0	0	0	0	0	0	0	0
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Service/Maintenance	0	0	0	0	1	0	0	1	0	0	1
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>20</b>	<b>0</b>	<b>3</b>	<b>12</b>	<b>12</b>	<b>0</b>	<b>24</b>
	0.00%	0.00%	0.00%	4.17%	83.33%	0.00%	12.50%	50.00%	50.00%	0.00%	100.00%

**Table 6****WILLOW INTERNATIONAL  
CCC**

	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial	0	0	1	0	6	0	0	1	6	0	7
Faculty	3	1	13	14	110	4	21	80	86	0	165
Professional (Non-Faculty)	0	0	0	0	0	0	0	0	0	0	0
Clerical/Secretarial	0	0	1	2	19	1	1	3	21	0	24
Technical/Paraprofessional	0	0	1	2	5	1	0	5	4	0	9
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Service/Maintenance	0	0	0	2	5	1	0	8	0	0	8
<b>TOTAL</b>	<b>3</b>	<b>1</b>	<b>16</b>	<b>20</b>	<b>145</b>	<b>7</b>	<b>22</b>	<b>97</b>	<b>117</b>	<b>0</b>	<b>214</b>
	1.40%	0.47%	7.48%	9.35%	67.76%	3.27%	10.28%	45.33%	54.67%	0.00%	100.00%

**Table 7****DISTRICT OFFICE**

	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial	1	0	1	1	16	2	2	11	12	0	23
Faculty	0	0	0	0	0	0	0	0	0	0	0
Professional (Non-Faculty)	0	0	2	0	6	0	2	6	4	0	10
Clerical/Secretarial	0	0	0	4	17	1	3	0	25	0	25
Technical/Paraprofessional	0	0	1	6	7	0	1	8	7	0	15
Skilled Crafts	0	0	0	2	4	0	1	7	0	0	7
Service/Maintenance	3	1	2	8	21	2	4	39	2	0	41
<b>TOTAL</b>	<b>4</b>	<b>1</b>	<b>6</b>	<b>21</b>	<b>71</b>	<b>5</b>	<b>13</b>	<b>71</b>	<b>50</b>	<b>0</b>	<b>121</b>
	3.31%	0.83%	4.96%	17.36%	58.68%	4.13%	10.74%	58.68%	41.32%	0.00%	100.00%

The District's applicant pool levels are as follows:

**Table 8****DISTRICTWIDE**

	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial [CERT]	21	6	11	53	63	0	42	97	99	0	196
Faculty/Other Instructional Staff	19	3	29	79	79	1	36	71	175	0	246
Executive, Administrative, and Managerial [CLASS]	3	2	7	21	34	0	1	21	47	0	68
Professional (Non-Faculty)	84	15	144	437	304	0	26	293	703	14	1010
Secretarial/Clerical	143	30	241	754	591	0	53	236	1545	35	1816
Technical/Paraprofessional	0	2	0	3	3	0	3	5	3	3	11
Skilled Crafts	0	1	0	3	5	0	0	9	0	0	9
Service/Maintenance	13	1	19	82	46	0	1	135	26	1	162
<b>TOTAL</b>	<b>283</b>	<b>60</b>	<b>451</b>	<b>1432</b>	<b>1125</b>	<b>1</b>	<b>162</b>	<b>867</b>	<b>2598</b>	<b>53</b>	<b>3518</b>
	8.04%	1.71%	12.82%	40.70%	31.98%	0.03%	4.60%	24.64%	73.85%	1.51%	100.00%



**Table 9**

<b>FRESNO CITY COLLEGE</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial [CERT]	14	1	13	19	65	0	13	53	72	0	125
Faculty/Other Instructional Staff	19	3	22	28	75	0	37	103	81	0	184
<b>TOTAL</b>	<b>33</b>	<b>4</b>	<b>35</b>	<b>47</b>	<b>140</b>	<b>0</b>	<b>50</b>	<b>156</b>	<b>153</b>	<b>0</b>	<b>309</b>
	10.68%	1.29%	11.33%	15.21%	45.31%	0.00%	16.18%	50.49%	49.51%	0.00%	100.00%

**Table 10**

<b>REEDLEY COLLEGE</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial [CERT]	21	6	11	52	60	0	14	76	88	0	164
Faculty/Other Instructional Staff	4	0	1	16	18	1	9	19	30	0	49
<b>TOTAL</b>	<b>25</b>	<b>6</b>	<b>12</b>	<b>68</b>	<b>78</b>	<b>1</b>	<b>23</b>	<b>95</b>	<b>118</b>	<b>0</b>	<b>213</b>
	11.74%	2.82%	5.63%	31.92%	36.62%	0.47%	10.80%	44.60%	55.40%	0.00%	100.00%

**Table 11**

<b>MADERA COMMUNITY COLLEGE CENTER</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial [CERT]	0	0	0	0	0	0	0	0	0	0	0
Faculty/Other Instructional Staff	0	0	1	5	11	0	3	4	16	0	20
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>11</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>16</b>	<b>0</b>	<b>20</b>
	0.00%	0.00%	5.00%	25.00%	55.00%	0.00%	15.00%	20.00%	80.00%	0.00%	100.00%

**Table 12**

<b>OAKHURST SITE</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial [CERT]	0	0	0	0	0	0	0	0	0	0	0
Faculty/Other Instructional Staff	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**Table 13**

<b>WILLOW INTERNATIONAL CCC</b>	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	<b>TOTAL</b>
Executive, Administrative, and Managerial [CERT]	0	0	0	1	3	0	28	21	11	0	32
Faculty/Other Instructional Staff	15	3	28	63	61	0	27	52	145	0	197
<b>TOTAL</b>	<b>15</b>	<b>3</b>	<b>28</b>	<b>64</b>	<b>64</b>	<b>0</b>	<b>55</b>	<b>73</b>	<b>156</b>	<b>0</b>	<b>229</b>
	6.55%	1.31%	12.23%	27.95%	27.95%	0.00%	24.02%	31.88%	68.12%	0.00%	100.00%

**Table 14**

DISTRICT OFFICE	African-American/non-Hispanic	American Indian/Alaskan Native	Asian/Pacific Islander	Hispanic	White	Multi-racial	Unknown	Male	Female	Unknown	TOTAL
Executive, Administrative, and Managerial [CERT]	0	0	0	0	0	0	0	0	0	0	0
Faculty/Other Instructional Staff	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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### 3. Analysis of Data

#### The District’s 2012-2013 workforce levels (i.e. current staffing levels)

As can be viewed in Table 1, the District’s workforce as of February, 2013 consisted of 1,611 Faculty/Other instructional staff (72.8%), 253 Secretarial/Clerical staff (11.4%), 162 Technical/Paraprofessionals (7.3%), 80 Service/maintenance staff (3.6%) and 79 Executive, Administrative and Managerial staff (3.6%).

The four largest self identified ethnic groups are Whites (n=1,298, 58.68%), Hispanics (n=391, 17.68%), Unknowns (n=215, 9.72%) and Asian/Pacific Islander (n=154, 6.96%), other ethnic group numbers and percentages are African American 3.66%, American Indian .81% and multi-racial 2.49%. Just over half of all employees are men (n=1166, 52.71%), while 47.29% are women (n=1046).

Specific college and district office demographics can be viewed in Tables 2-7 and mirror the district-wide proportionality on ethnicity and gender. The District does not have demographics on persons with disabilities at this time. It is recommended that this factor be monitored in future data collection efforts.

#### Recent District applicant pool levels

Applicant pool data used in this report reflects numbers for faculty and academic management recruitments from July 1, 2011 through June 30, 2012. Classified applicant pools reflect data from March 13, 2012 through March 12, 2013.

As can be viewed in Table 8, the District’s applicant pool consisted of 1,816 applicants for Secretarial/Clerical positions (51.5%), 1,010 applicants for Professional (Non-Faculty) positions (28.7%), 246 applicants for Faculty/Other instructional positions (7.0%), 196 applicants for Certificated Executive, Administrative and Managerial positions (5.6%), and 162 applicants for Service/Maintenance positions (4.6%).

Ethnically, more Hispanics (n=1432, 40.7%) applied for jobs regardless of position in comparison to all other groups. Whites (n=1125, 32.0%) and Asian/Pacific Islanders (n=451, 12.8%) were second and third in that order. African American (n=283, 8.04%), American Indian/Alaskan Native (n=60, 1.71%) and Multi-racial (n=1, .03%) responders applied at lower frequencies.

Significantly more women (n=2598, 73.9%) than men (n=867, 24.6%) applied for positions with the District. Males and females applied almost equally to Certificated Executive, Administrative, and Managerial positions at 49.5% (N=97) and 50.5 (N=99) respectively; whereas more women (71.1%) than men (28.8%) applied to faculty positions throughout the district. This same ratio of male to female pattern holds true for all campus locations in the district with regard to faculty positions with the exception of FCC where more men (56%) than women (44%) applied for positions, and WI where more men (N=21, 65.6%) than women (11, 34.4%) applied for Executive, Administrative, and Managerial positions.

There were no applicants for Executive, Administrative, and Managerial positions at the Oakhurst or Madera centers given that there have been no jobs in these categories to fill. This is also true of the faculty positions at Oakhurst. At Madera, of the 20 applicants for faculty positions, only one was Asian/Pacific Islander (5%), five Hispanic (25%), 11 White (55%) and three unknown (15%). The applicant pools for FCC and RC were much more diverse in ethnicity with RC have the highest number of African American (21, 12.8%) apply for Executive, Administrative, and Managerial positions.

Tables 9-14 list applicant pool data for only Certificated Administrative and faculty positions. Specific college data for applicant pools per identified job categories for classified positions are not collected given recruitments are district-wide. Applicants apply for a job category identified in job announcement, test for that position, and then are placed on corresponding lists used to fill positions at all district worksites.

The District does not have demographic data on persons with disabilities who apply for positions with the district. It is recommended that this factor be monitored in future data collection efforts.

**Plan Component 10: Analysis of Degree of Underrepresentation  
and Significant Underrepresentation**  
*Reference CCR Title 5 §53003(c)(6)*

Pursuant to the April 25, 2012 letter from the State Chancellor’s Office, the availability data needed to fully complete this section of the Plan has not been developed. Consequently, “districts will not be responsible for parts of the EEO Plan that are dependent upon sound availability data which are pursuant to Title 5 section 53003(c)(7)-(9) and (d),” (see Appendix 1). Because of the lack of sound availability data, the District cannot determine what the projected representation should be, as defined in Title 5 section 53001(k), and is therefore unable to determine if underrepresentation and/or significant underrepresentation, as defined in Title 5 section 5300(n), exists in any of the identified categories. If the availability data is developed and made available by the State Chancellor’s Office, this section will be completed.

### **Plan Component 11: Methods to Address Underrepresentation**

***Reference CCR Title 5, §53003(c)(7)***

Pursuant to the April 25, 2012 letter from the State Chancellor's Office, the availability data needed to fully complete this section of the Plan has not been developed. Consequently, "districts will not be responsible for parts of the EEO Plan that are dependent upon sound availability data which are pursuant to Title 5 section 53003(c)(7)-(9) and (d)," (see Appendix 1). Because of the lack of sound availability data the District is unable to determine, with the specificity required, whether underrepresentation exists or the degree of underrepresentation that may exist, and cannot therefore identify appropriately tailored methods to address underrepresentation. If this data is made available by the State Chancellor's Office, this section will be completed.

### **Plan Component 12: Additional Steps to Remedy Significant Underrepresentation**

***Reference CCR Title 5, §53003(c)(8)***

Pursuant to the April 25, 2012 letter from the State Chancellor's Office, the availability data needed to fully complete this section of the Plan has not been developed. Consequently, "districts will not be responsible for parts of the EEO Plan that are dependent upon sound availability data which are pursuant to Title 5 section 53003(c)(7)-(9) and (d)," (see Appendix 1). Because of the lack of sound availability data the District is unable to determine if significant underrepresentation exists and cannot therefore identify where appropriate additional steps to remedy significant underrepresentation may be required. If this data is made available by the State Chancellor's Office, this section will be completed.

### **Plan Component 13: Other Measures Necessary to Further Equal Employment Opportunity**

***Reference CCR Title 5, §53003(c)(10)***

This EEO Plan is not intended to circumvent any requirements to mutually agree or consult collegially on recruitment and hiring procedures, such as Board Policy 7120, Recruitment and Hiring, Administrative Regulation 7120, Procedures for Recruitment and Employment of College Faculty, and Administrative Regulation 7220, Administrative Recruitment and Hiring Procedures, and other appropriate Board Policies, Administrative Regulations, Personnel Commission Rules, laws or statutes. See Appendix C and D.

The District recognizes that multiple approaches are appropriate to ensure equal employment opportunity and the creation of a diverse workforce. Equal employment opportunity means that all qualified individuals have a full and fair opportunity to compete for hiring and promotion and to enjoy the benefits

of employment with the District. Equal employment opportunity should exist at all levels and in all job categories. Ensuring equal employment opportunity also involves creating an environment that fosters cooperation, acceptance, democracy, and free expression of ideas and is welcoming to men and women, persons with disabilities, and individuals from all ethnic and other groups protected from discrimination. Furthermore academic excellence can best be sustained in a climate of acceptance and with the inclusion of persons from a wide variety of backgrounds and preparations to provide service to an increasingly diverse student population.

To that end the District shall do the following to increase the diversity of its workforce and to ensure equal employment opportunity. These provisions will be in place henceforth, even if diversity in the makeup of the District's employees is achieved, because these provisions are valuable in maintaining a diverse work force and in ensuring that the District continues to provide for equal employment opportunity in accordance with the policies of the District and federal and state law.

### A. Recruitment, Screening and Selection Procedures

The District will ensure equal employment opportunity in its recruitment, screening and selection procedures. In so doing, the District places great emphasis on the recruitment of potential applicants in order to create a diverse pool of qualified individuals from which to hire. With a diverse pool, the District takes steps to allow for the hiring of candidates with varied backgrounds who can contribute and effectively communicate in a diverse community. The equal employment opportunity provisions below are applicable to all full-time and part-time hiring, including any hiring meant to address the ratio of full-time to part-time faculty that may be required by Education Code section 87482.6. The District's recruitment, screening and selection procedures will, at a minimum, include the following provisions:

#### *1. Recruitment*

(a) It is the policy of the District to aggressively pursue a program of verifiable recruitment that is inclusive and open to all individuals. The District shall actively recruit from both within and outside the District workforce to attract qualified applicants for all new openings. This shall include outreach designed to ensure that all persons, including persons from monitored groups, are provided the opportunity to seek employment with the District. The requirement of open recruitment shall apply to all **new** full-time and part-time openings in all job categories and classifications, including, but not limited to, faculty, classified employees, categorically funded positions, the Chief Executive Officer, and all other executive/administrative/managerial positions.

(b) Recruitment for full-time faculty and educational administrator positions shall be at least statewide and, at a minimum, shall include seeking qualified applicants listed in the California Community Colleges Equal Employment Opportunity Registry and posting job announcements with the Registry.

(c) Recruitment for part-time faculty positions may be conducted separately for each new opening or by annually establishing a pool of eligible candidates but, in either case, full and open recruitment is required consistent with the Plan.

(d) Efforts will be undertaken on a regular basis to develop and contact new recruitment sources that ensure diverse pools of candidates.

(e) All recruitment announcements will state that the District is an "Equal Employment Opportunity Employer."

(f) In-house or promotional only recruitment shall not be used to fill any new opening for any position except when the position is being filled on an interim basis, provided, however, that no interim appointment or series of interim appointments exceed one year in duration. The Chancellor may approve an extension of up to one additional year if the District demonstrates “business necessity” as defined in Section 53001(b) of Title 5. If such an extension is approved the District must notify the Equal Employment Opportunity Advisory Committee and the Chancellor at least ten (10) working days prior to offering the position to a candidate.

- (1) Where in-house or promotional only recruitment is permitted, the district shall comply with its established hiring procedures and all district employees shall be afforded the opportunity to apply and demonstrate that they are qualified.

## *2. Job Announcements*

(a) Job announcements shall state clearly job specifications setting forth the knowledge, skills, and abilities necessary to job performance.

(b) For faculty and administrative positions, job requirements shall include a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

(c) Job specifications, including any “required,” “desired,” or “preferred” qualifications beyond the state minimum qualifications which the District wishes to utilize, shall be reviewed by the Associate Vice Chancellor, Human Resources before the position is announced, to ensure conformity with the requirements of this subchapter and state and federal nondiscrimination laws.

(d) All job announcements shall state that the District is an “Equal Opportunity Employment Employer.”

## *3. Review of Initial Applicant Pools*

(a) The application for employment will afford each applicant an opportunity to voluntarily identify his or her gender, ethnic group and, if applicable, his or her disability. This information shall be kept confidential and shall be used only in research, validation, monitoring, evaluating the effectiveness of the District's Equal Employment Opportunity Program, or any other purpose specifically authorized in this subchapter, or by any applicable statute or regulation.

## *4. Review of Qualified Pools*

(a) Once the initial applicant pool is approved, the pool will be screened for minimum qualifications, resulting in a qualified applicant pool. The qualified applicant pool is composed of those applicants from the initial applicant pool who satisfy the minimum qualifications set forth in the job description.

## **POSITION QUALIFICATIONS:**

(a) The Personnel Commission will: establish essential position qualifications that can be validated as job oriented and as such do not exclude qualified candidates; encourage recruitment procedures that are directed toward the fulfillment of equal opportunity, ensure that examinations are valid, do not have an adverse impact; and ensure that all state and federal laws and administrative regulations are followed regarding personnel functions.

(b) The composition of the qualified applicant pool shall be analyzed to ensure that no monitored group is adversely impacted pursuant to Section 53001(a) of Title 5. If adverse impact is found to exist, the Chancellor or his or her designee shall take effective steps to address the adverse impact before the selection process continues. Such steps may include, but are not limited to:

(1) Extending the deadline and undertaking inclusive outreach efforts to ensure that members of the adversely impacted group have equal opportunity to seek employment with the District;

(2) Including all applicants who were screened out on the basis of any locally established qualifications beyond state minimum qualifications which have not been specifically demonstrated to be job-related and consistent with business necessity through a process meeting the requirements of federal law or which are not among those which the Board of Governors has found to be job-related and consistent with business necessity throughout the community college system.

(c) If adverse impact persists after taking steps required under paragraph (b) above, the selection process may proceed only if:

(1) The job announcement does not require qualifications beyond the statewide minimum qualifications; or

(2) Locally established qualifications beyond state minimum qualifications, if any, are demonstrated to be job-related and consistent with business necessity through a process meeting the requirements of federal law and suitable alternative selection procedures to reduce the adverse impact were unavailable; or

(3) The particular qualifications beyond statewide minimum qualifications which are used in the job announcement are among those which the Board of Governors has found to be job-related and consistent with business necessity throughout the community college system.

(d) The District may not advertise or utilize in future hiring processes for the same position or a substantially similar position any locally established qualifications beyond state minimum qualifications that the district was unable to verify under paragraph (c)(2) above unless such qualifications are so verified in advance of commencing any such future hiring process.

## *5. Screening/Selection Committee Procedures*

(a) Once the qualified applicant pool is approved, the pool will be forwarded to the screening/selection committee for paper screening, interviews, and final recommendations for hiring consideration.

(b) All screening or selection techniques, including the procedure for developing interview questions, and the selection process as a whole, shall be:

(1) Designed to ensure that for faculty and administrative positions, meaningful consideration is given to the extent to which applicants demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, **gender identity, sexual orientation**, and ethnic backgrounds of community college students;

(2) Based solely on job-related criteria; and

(3) Designed to avoid an adverse impact, as defined in Title 5, section 53001(a) and monitored by means consistent with this section to detect and address any adverse impact which does occur for any monitored group.

(c) If monitoring pursuant to paragraph (b)(3) above reveals that any selection technique or procedure has adversely impacted any such group, the Chancellor or her/his designee shall suspend the selection process and timely and effectively take steps to remedy the problem before the selection process resumes. The EEO Officer, or other official charged with responsibility for monitoring selection procedures, may assist the screening committee by discussing the overall composition of the applicant pool and the screening criteria or procedures which have produced an adverse impact, provided that confidential information about individual candidates is not disclosed. If adverse impact results from locally established qualifications beyond state minimum qualifications that have not been verified as described in the Plan or replaced with suitable alternatives having a lesser adverse impact, the use of such qualifications shall be immediately discontinued and any applicant eliminated on the basis of that qualification shall be continued in the hiring process. Where necessary, the position may be re-opened at any time and a new selection process initiated in a way designed to avoid adverse impact.

(d) A district may not designate or set aside particular positions to be filled by members of any group defined in terms of ethnic group identification, race, color, national origin, religion, age, gender, disability, ancestry or sexual orientation, or engage in any other practice which would result in discriminatory or preferential treatment prohibited by state or federal law. Nor may a district apply the District's Equal Employment Opportunity Plan in a rigid manner which has the purpose or effect of so discriminating.

(e) Seniority or length of service may be taken into consideration only to the extent it is job related, is not the sole criterion, and is included in the job announcement consistent with the provisions of the Plan.

(f) Selection testing for employees shall follow procedures as outlined in the Equal Employment Opportunity Commission's "Uniform Guidelines on Employee Selection Procedures."

(g) Whenever possible, screening committees shall include a diverse membership which will bring a variety of perspectives to the assessment of applicant qualifications.

(h) Before a person can serve on a selection/screening committee, he or she must receive equal employment opportunity and diversity training.



(i) Notwithstanding any other provision of this division, the Governing Board or its designee shall have the authority to make all final hiring decisions based upon careful review of the candidate or candidates recommended by a screening committee. This includes the right to reject all candidates and to order further review by the screening committee or to reopen the position where necessary to further achievement of the objectives of the Plan or to otherwise ensure equal employment opportunity. However, a consistent pattern of not hiring qualified candidates from a monitored group who are recommended by screening committees may give rise to an inference that the selections are not consistent with the objectives of equal employment opportunity that are required by the Plan.

#### *6. Applicability to Districts Operating a Merit System for Classified Employees*

Pursuant to Education Code Section 88901(d), state laws governing merit systems for classified employees shall not authorize the selection of eligible candidates in circumvention of the “affirmative action programs” (equal employment opportunity programs) of any community college district.

Pursuant to Title 5 section 53027, nothing in the equal employment opportunity provisions of Title 5 shall be construed to conflict with or be inconsistent with the provisions of Article 3 (commencing with Section 88060) of chapter 4 of part 51 of the Education Code which apply to districts operating a merit system for classified employees.

#### B. Development of a Diversity Program

The District will promote the concept of cultural proficiency. This means to have the skill set and knowledge which allows one to be effective with diverse students, employees and other groups.

To assist in the creation of this change, the district adopts principles of diversity, inclusiveness, equity, and multiculturalism which can make the implementation and maintenance of an effective equal employment opportunity program much easier. To facilitate this change, institutionalizing a diversity program that is well planned out and supported by the leadership of the District can be of great value. Our diversity program shall do the following:

- Sponsor cultural events and speakers on issues dealing with diversity, such as:
  - By December 2013 have a guest speaker make an interactive presentation to the districtwide managers and confidential employees on “cultural proficiency and awareness”
  - 2013-2014 – Host a variety of speakers across the district to make us more aware of, understand and appreciate the differences of the cultural groups within our local community. This may cover cultural history, the path to Fresno, native dress, traditional dance, storytelling, and foods for groups such as African-American, Armenian, Southeast Asian and Punjabi. This may include guest speakers from underrepresented groups who are in leadership positions and who may inspire students and employees alike.
- Explore how to infuse diversity into the classroom and curriculum
- Explore methods to create a more inclusive and welcoming campus climate

- Highlight the district’s equal employment opportunity and diversity policies in job announcements and in its recruitment, marketing, and other publications.
- Review and revise college/district publications and other marketing tools to reflect diversity in pictures, graphics, and text to project an inclusive image.
- Evaluate administrators yearly on their ability and efforts to meet the district’s equal employment opportunity and diversity efforts.
- Ensure that top administrative staff support diversity objectives and that the diversity and/or equal employment opportunity officer position is maintained as a cabinet or other high-level administrative position.
- Seek direct contact with student, professional, community and other organizations that represent the diverse community we serve. These organizations can serve as resources for referring potential candidates.

## **Plan Component 14: Persons with Disabilities: Accommodations and Goals for Hiring**

### A. Reasonable Accommodations

Applicants and employees with disabilities shall receive reasonable accommodations consistent with the requirements of Government Code sections 11135, et seq. and 12940(m), section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

The District Human Resources, Personnel Commission Office and college administration are responsible for handling requests from applicants seeking accommodations. For current employees, the Human Resources office provides the legal guidance, but the campus is responsible for handling requests for accommodations from campus employees. The district office and district operations will handle accommodation requests from their employees. Requests can be made by the employee contacting his/her immediate supervisor.

### B. Goals and Timetables

Pursuant to the April 25, 2012 letter from the State Chancellor’s Office, the availability data needed to fully complete this section of the plan has not been developed. Consequently, “districts will not be responsible for parts of the EEO Plan that are dependent upon sound availability data which are pursuant to Title 5 section 53003(c)(7)-(9) and (d),” (see Appendix 1). Because of the lack of sound availability data, the District is unable to determine if underrepresentation and/or significant underrepresentation exists in regard to employees with disabilities and cannot therefore identify whether appropriate methods to address underrepresentation are needed. If this data is made available by the State Chancellor’s Office, this section will be completed.

## **Plan Component 15: Graduate Assumption Program of Loans for Education**

The District will take into account system-wide strategies developed by the Board of Governors to encourage community college students to become qualified for, and seek employment as, community college employees. The District will consider strategies to inform students about the opportunity to participate in the Graduate Assumption Program of Loans for Education (GAPLE), when those programs are funded and available.

## Equal Employment Opportunity Advisory Committee

District Office:

Vice Chancellor of Finance and Administration or designee, Ed Eng  
Vice Chancellor Educational Services and Institutional Effectiveness, George Railey  
Director of Classified Personnel, Elba Gomez  
Provisional Director of Human Resources, Samerah Campbell

Fresno City College:

Administration\* Carolyn Drake  
Faculty Senate Matt Watson  
Classified\*\* Josie Jalomo-Huckeba

Reedley College (Madera Center and Oakhurst Center see below)

Administration\* Claudia Habib  
AFT President/designee Lacy Barnes

Madera Center

Administration\* - Jim Chin  
Faculty Senate – Evie Contreras (per Jeff Ragan 2/6/13)

Willow International Community College Center

Administration\* Kelly Fowler  
Faculty Senate Erik Fritz  
Classified\*\* Leah Edwards

\*As assigned by the Presidents

\*\*As assigned by President of CSEA

## **Discrimination and Harassment Complaints**

### Filing a Timely Complaint

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

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

### Communicating that the Conduct is Unwelcome

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

### Oversight of Complaint Procedure

Each Vice President of Student Services or the Associate Vice Chancellor-Human Resources if at the District Office is the "responsible District officer" charged with receiving complaints of discrimination or harassment, and coordinating their investigation.

The actual investigation of complaints may be assigned to the Vice President of Student Services, Associate Vice Chancellor-Human Resources if at the District Office, to other staff or to outside persons or organizations under contract with the District, and shall occur whenever the Vice President of Student Services or the Associate Vice Chancellor-Human Resources is named in the complaint or implicated by the allegations in the complaint.

### Where to File a Complaint

A student, employee or applicant who believes he/she has been discriminated against or harassed in violation of these policy and procedures may make a complaint orally or in writing, within one year of the date of the alleged discrimination or harassment or the date on which the complainant knew or should have known of the facts underlying the complaint.

**Discrimination and Harassment Complaints** (continued)

If a complainant decides to file a formal written unlawful discrimination or harassment complaint against the District, he/she must file the complaint on a form prescribed by the CCC Chancellor's Office. These approved forms are available for the Vice President of Student Services or the Associate Vice Chancellor-Human Resources and also at the CCC Chancellor's website, [www.cccco.edu](http://www.cccco.edu).

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

- The Vice President of Student Services or the Associate Vice Chancellor-Human Resources;
- The Presidents, Vice Chancellor-North Centers or Chancellor; and/or
- The Chancellor of the California Community Colleges.

Employee complainants shall be notified that they may file employment discrimination or harassment complaints with the U.S. Equal Employment Opportunity Commission (EEOC) or the Department of Fair Employment and Housing (DFEH). Complaints filed with the EEOC and/or the DFEH should be forwarded to the Chancellor's office.

Any District employee who receives a discrimination or harassment complaint shall notify the Vice President of Student Services or the Associate Vice Chancellor-Human Resources immediately.

#### Intake and Processing of the Complaint

Upon receiving notification of a discrimination or harassment complaint, the Vice President of Student Services or the Associate Vice Chancellor-Human Resources shall:

- Undertake efforts to informally resolve the charges, including but not limited to mediation, rearrangement of work/academic schedules; obtaining apologies; providing informal counseling and/or training, etc.
- Advise the complainant that he/she need not participate in an informal resolution of the complaint, and that he/she may file a complaint with the Office of Civil Rights of the U.S. Department of Education. The Vice President of Student Services or the Associate Vice Chancellor-Human Resources shall also notify the Chancellor of California Community Colleges of the complaint.

**Discrimination and Harassment Complaints** (continued)

- Authorize the investigation of the complaint, and supervise and/or conduct a thorough, prompt and impartial investigation of the complaint, as set forth below. The investigation will include interviews with the complainant, the accused perpetrator, and any other persons who may have relevant knowledge concerning the complaint. This may include victims of similar conduct.
- Review the factual information gathered through the investigation to determine whether the alleged conduct constitutes discrimination or harassment giving consideration to all factual information and the totality of the circumstances, including the nature of the verbal, physical, visual or sexual conduct, and the context in which the alleged incidents occurred.
- Set forth the results of the investigation in a written report. The written report shall include a description of the circumstances giving rise to the complaint, a summary of the testimony of each witness, an analysis of any relevant data or other evidence collected during the investigation, a specific finding as to whether discrimination or harassment did or did not occur with respect to each allegation in the complaint, and any other appropriate information.
- Provide the complainant and alleged perpetrator with a copy or summary of the investigative report within ninety days from the date the District received the complaint. The complainant and alleged perpetrator shall also be provided with a written notice setting forth the determination of the Chancellor as to whether discrimination or harassment did or did not occur with respect to each allegation in the complaint; a description of action taken, if any, to prevent similar problems from occurring in the future; the proposed resolution of the complaint; and notice of the parties' rights to appeal to the District's Board of Trustees and the State Chancellor's Office. The results of the investigation and the determination as to whether discrimination or harassment occurred shall also be reported to the alleged perpetrator, and the appropriate academic or administrative official(s). Reports to the complainant shall be prepared so as not to violate any applicable privacy rights of the alleged perpetrator.

**Investigation of the Complaint**

The District shall promptly investigate every complaint of harassment or discrimination. No claim of workplace or academic harassment or discrimination shall remain unexamined. As set forth above, where the complainant opts for an informal resolution, the Vice President for Student Services or the Associate Vice Chancellor-Human Resources may limit the scope of

**Discrimination and Harassment Complaints** (continued)

the investigation, as appropriate. The District will keep the investigation confidential to the extent possible, but cannot guarantee absolute confidentiality because release of some information on an as “need-to-know-basis” is essential to a thorough investigation.

*Investigation Steps.* The District will fairly and objectively investigate discrimination or harassment complaints utilizing the following steps: interviewing the complainant(s); interviewing the alleged perpetrator(s); identifying and interviewing other witnesses, if any; reminding all individuals interviewed of the District’s no-retaliation policy; considering whether any involved person should be removed from the campus pending completion of the investigation; reviewing personnel/academic files of all involved parties; reach a conclusion as to the allegations and any appropriate disciplinary and remedial action; and see that all recommended action is carried out in a timely fashion.

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

*Cooperation Required.* All employees are required to cooperate with a District investigation into allegations of discrimination or harassment. Lack of cooperation impedes the ability of the District to investigate thoroughly and respond effectively. However, lack of cooperation by a complainant or witnesses does not relieve the District of its obligation to investigate. The District will conduct an investigation if it is discovered that discrimination or harassment is, or may be occurring, with or without the cooperation of the alleged victim(s) and regardless of whether a complaint is filed.

#### Discipline and Corrective Action

If harassment and/or discrimination, retaliation occurred in violation of the policy or procedure, the District shall take disciplinary action against the perpetrator and any other remedial action it determines to be appropriate. The action will be prompt, effective, and commensurate with the severity of the offense and calculated to end any discriminatory or harassing conduct. If discipline is imposed, the nature of the discipline will not be communicated to the complainant.

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

The District shall also take reasonable steps to protect the complainant from further harassment or discrimination and to protect the complainant and witnesses from retaliation as a result of



**Discrimination and Harassment Complaints** (continued)

communicating the complaint or assisting in the investigation. The District shall take reasonable steps to ensure the confidentiality of the investigation and to protect the privacy of all parties to the extent possible without impeding the District's ability to investigate and respond effectively to the complaint.

**Appeals**

If the complainant is not satisfied with the administrative determination, he/she may, within ten calendar days, submit a written appeal to the Chancellor. The Chancellor or his/her designee will review the original complaint, the investigative report, the administrative determination and the appeal. The Chancellor or his/her designee may, at his/her option meet with the complainant. If the same, or substantially the same complaint is made by more than one employee against one alleged perpetrator, only one employee, on behalf of him/herself and the other complainants, may process the appeal. The names of all complainants will appear on any documents related to the appeal. The Chancellor or his/her designee will, within ten calendar days render a written decision on the appeal. This written decision will be communicated to the complainant.

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

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

The complainant shall have the right to file a written appeal with the state Chancellor's Office within thirty days after the Board issued the final District decision or permitted the administrative decision to become final. Such appeals shall be processed pursuant to the provision of Section 59350 of Title 5 of the California Code of Regulations.

In any case involving employment discrimination, the complainant may at any time before or after the issuance of the final decision of the District, file a complaint with the Department of Fair Employment and Housing. In such cases, the complainant may also file a petition for review with the state Chancellor's Office within thirty days after the Governing Board issues the final decision or permits the administrative decision to become final.

**Discrimination and Harassment Complaints** (continued)

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

**Dissemination of Policy and Procedures**

District Policy and Regulations related to harassment will be made available to all students, faculty members, members of the administrative staff and members of the support staff, and will be posted on campus.

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

**Training**

By January 1, 2006, State Center Community College District shall provide at least two hours of classroom or other effective interactive training and education regarding sexual harassment to all supervisory employees who are employed as of July 1, 2005. All new supervisory employees must be provided with the training and education within six months of their assumption of a supervisory position. After January 1, 2006, State Center Community College District shall provide sexual harassment training and education to each supervisory employee once every two years.

The training and education required by this regulation shall include information and practical guidance regarding the federal and state statutory provisions concerning the prohibition against and the prevention and correction of sexual harassment and the remedies available to victims of sexual harassment in employment. The training and education shall also include practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation, and shall be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation.

**Discrimination and Harassment Complaints** (continued)

Training of all staff will be conducted. Training for academic staff should emphasize environmental harassment in the classroom.

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

A training program or informational services will be made available to all students at least once annually. The student training or informational services shall include an explanation of the policy, how it works, and how to file a complaint.

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

References: Education Code Section 66281.5; Title 5 Sections 59320, 59324, 59326, and 59300 et seq.; 34 C.F.R. Section 106.8(b)

Adopted by Chancellor's Cabinet: August 18, 2008

## **Procedures for Recruitment and Employment of College Faculty**

### **SECTION I – PHILOSOPHY**

- 1.1 It shall be the policy of the State Center Community College District to recruit and hire highly qualified college faculty who are expert in their subject areas, who are skilled in serving the needs of a culturally and ethnically diverse student population served by the district, and who can enhance overall college effectiveness. Indispensable characteristics include excellence in teaching, expertise in subject matter, positive personality traits, leadership ability, sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students, and a commitment to both students and the community college philosophy.
- 1.2 The governing board of a community college district derives its authority from statute and from its status as the entity holding the institution in trust for the benefit of the public. The governing board and the administrators it appoints have the principal legal and public responsibility for ensuring an effective hiring process.
- 1.3 Faculty members derive their authority from their expertise as teachers and subject matter specialists and from their status as professionals. The faculty has an inherent professional responsibility and right to participate in the development and implementation of policies and procedures governing the hiring process.
- 1.4 Hiring procedures are based on recognition that responsibility for selecting faculty is shared cooperatively by faculty and Administration participating effectively in all phases of the hiring process.
- 1.5 Strict confidentiality shall govern all applicant files, reference checks and Interview Selection Committee discussions relative to faculty hiring.
- 1.6 A joint committee of Administration and Academic Senates shall review these procedures every five years or at the request of either of the Academic Senates or Administration.

**Procedures for Recruitment and Employment of College Faculty** (continued)**SECTION 2 – EQUAL EMPLOYMENT OPPORTUNITY**

- 2.1 The Board of Trustees, Administration, and Academic Senates have the shared responsibility to ensure that Equal Employment Opportunity Commission guidelines are a part of the overall process of hiring faculty.
- 2.2 All participants in the hiring process shall receive training in Equal Employment Opportunity Commission guidelines and procedures.
- 2.3 In complying with board policy and Equal Employment Opportunity Commission guidelines, the district is committed to an effective hiring process that does not discriminate against any individual.

**SECTION 3 – POSITION IDENTIFICATION/APPROVAL**

- 3.1 The campus will determine the number of new contract faculty positions to be recommended to Chancellor's cabinet, through a well-defined, cooperative and thoughtful planning process involving at a minimum, the college Academic Senate, faculty in the discipline, and college administrators.
- 3.2 The Chancellor, with due consideration for the District's full time faculty obligation, the District budget and campus needs, will determine the number of additional contract faculty positions to be recommended to the Board of Trustees, through a well-defined, cooperative and thoughtful planning process involving the Chancellor's cabinet.
- 3.3 The campus will allocate new and vacant contract faculty positions to departments and/or disciplines through a well-defined, cooperative and thoughtful planning process involving at a minimum, the college Academic Senate, Department Chairs/North Centers divisional representatives, and college administrators.

**SECTION 4 – JOB DESCRIPTION**

- 4.1 Clear and complete job descriptions with the essential functions of the position and desirable qualifications shall be developed by the appropriate Administrator, and discipline specific faculty. In all cases, job descriptions shall include the minimum qualifications for teaching at the community college level as established by the statewide Academic Senate and adopted by the Board of Governors of the California Community Colleges.

**Procedures for Recruitment and Employment of College Faculty** (continued)

- 4.2 Hiring criteria that are set by regulation and that are beyond the minimum qualifications will be established when appropriate.
- 4.3 The Equal Employment Opportunity Officer will review each position announcement/job description to ensure conformity with the District's Equal Employment Opportunity and non-discrimination guidelines.

**SECTION 5 – SEARCH PROCEDURES**

- 5.1 Public announcements of the vacancy shall normally be for a forty-five (45) day period and shall consist of a notice of vacancy containing at least the following: title of the position, date the position is to be filled, filing deadline, location of assignment, job description and hiring criteria as developed pursuant to section 4 and application procedures. Timely review of the public announcement by discipline specific faculty, appropriate Administrator shall occur prior to distribution. Distribution of the notice of vacancy shall be a District Office responsibility.
- 5.2 If a vacancy occurs unexpectedly and the normal recruitment time lines will cause a hardship or delay in the start of classes, the College President or Vice Chancellor-North Centers may request a 30 day emergency recruitment.
- 5.3 All vacancy notices must also clearly state that interested persons are to submit their applications to the District Human Resources Office. After the filing deadline, all applicants for the position will be notified in a timely manner of the status of their applications. All correspondence to applicants will come from the District Human Resources Office.
- 5.4 If at the end of the recruitment period, the Associate Vice Chancellor for Human Resources believes that the applicant pool lacks sufficient applications he/she will immediately notify the College President or Vice Chancellor-North Centers. He/she or his/her designee will consult with the department chair/divisional representatives and subject area faculty. After such consultation, the College President or Vice Chancellor-North Centers will make a decision to extend the filing deadline, re-advertise the position, re-designate the position as full time temporary, cancel the recruitment for the position, or take any other action arrived at through consultation.

**Procedures for Recruitment and Employment of College Faculty** (continued)**SECTION 6 - APPLICANT SCREENING, SELECTION AND INTERVIEW PROCESS**

- 6.1 The appointment of faculty members to serve on faculty Interview Selection Committees shall be made by mutual agreement between the College President or Vice Chancellor-North Centers or his/her designee, and the Academic Senate President. Should the composition of the original committee, need to change, this process shall still apply.
- 6.2 The Interview Selection Committee shall consist of not less than five (5) individuals, nor more than ten (10). Wherever possible, the majority of the committee shall be members of the faculty from the discipline in which the vacancy exists. In addition to the area administrator, the remainder of the committee shall be members of the faculty or members of the community having special expertise.
- 6.3 Should enough faculty from the discipline NOT be available at the college/campus where the vacancy exists, an effort shall be made to obtain faculty from the discipline from other colleges/campuses; however, this should not be done to the extent that such augmentation would result in a majority of the Interview Selection Committee coming from those other colleges/campuses. An effort shall be made to insure that a majority of the committee members come from the college/campus where the vacancy exists, and that there is also a majority of the committee from within the discipline. In cases where it is not possible to have majorities in both of the categories mentioned above, maintaining the majority from the college/campus where the vacancy exists shall take precedence.
- 6.4 Each member of the Interview Selection Committee, including any community member having special expertise, must be certified by the District Equal Employment Opportunity Officer as having been instructed in Equal Employment Opportunity procedures within the past academic year.
- 6.5 All members of the Interview Selection Committee shall be voting members.
- 6.6 The area administrator will convene the initial meeting of the Interview Selection Committee, at which time the Interview Selection Committee shall elect its ongoing chairperson from among any of its members and establish a time line for carrying out the functions of the committee.

**Procedures for Recruitment and Employment of College Faculty** (continued)

- 6.7 The chairperson shall provide written instructions to the Interview Selection Committee, which shall include this Administrative Regulation (Administrative Regulation 7120) and the time line. These instructions shall be reviewed by the committee at this time.
- 6.8 The committee has the professional responsibility to maintain strict confidentiality in matters pertaining to information about the candidates, such as applicant names, contents of applicant files, interviewee's responses, committee deliberations, reference checks or other information that might compromise the integrity of the process. Committee members will be required to sign a confidentiality statement. Failure to adhere to section 6.8 may result in disciplinary action.
- 6.9 The committee shall be entrusted with the responsibility of selecting the most qualified candidates for the position. Fulfillment of this responsibility shall include a review of the job announcement; establishing paper screening criteria for desirable candidates; reviewing applicants' files; establishing interview questions; establishing the criteria for any teaching demonstrations and/or demonstrations of competence in writing or other performance indicators related to the subject deemed necessary of each applicant; selecting a minimum and maximum number of candidates to interview as determined by the Interview Selection Committee; conducting the interview with the selected candidates in a professional manner; selecting the candidates to be recommended for the position; and providing a written rationale for the candidates being recommended for the position.
- 6.10 Before applicant files are released to the Selection Committee, the following information must be submitted to the District Human Resources Office: names of committee members and committee chair; selection criteria for paper screening; interview questions including at least one question to elicit a candidate's sensitivity to and understanding of the diverse academic, social, economic, cultural, disability, or ethnic backgrounds of community college students; a tentative timeline; teaching and/or demonstration topics (if applicable), and written question(s) (if applicable).



**Procedures for Recruitment and Employment of College Faculty** (continued)

- 6.11 The initial screening of applications will normally provide no more than twenty (20) applicant files for screening by the whole Interview Selection Committee. An Applicant Screening Subcommittee composed of at least the area administrator, the Interview Selection Committee Chair or his/her designee, and an additional faculty member from the Interview Selection Committee will conduct the initial screening of the applications. The Interview Selection Committee Chair will ensure that the discipline is represented on the Applicant Screening Subcommittee. Any other member of the Interview Selection Committee may also participate in the initial screening.
- 6.12 The Associate Vice Chancellor of Human Resources (after consultation with the department and/or discipline and District Equal Employment Opportunity Officer), will determine whether the applicants selected by the Applicant Screening Subcommittee meet the Equal Employment Guidelines and shall so certify.
- 6.13 Once the applicants are certified, individual committee members must participate in all remaining components of the screening and interview process in order to evaluate and vote on the recommendation of candidates.
- 6.14 The Interview Selection Committee will verify that all applicants meet the minimum educational and/or vocational qualifications as set by regulation, or have met equivalency as determined by the department and approved by the Academic Senate-Equivalency Committee. The Interview Selection Committee shall also select those applicants for an interview who best meet the desired qualifications listed on the job description.
- 6.15 The Interview Selection Committee shall conduct interviews and candidates will be evaluated with respect to, but not limited to, the following criteria:
- Subject area knowledge and competency;
  - Teaching/service and communications skills;
  - Commitment to professional growth and service;
  - Potential for overall professional effectiveness;

**Procedures for Recruitment and Employment of College Faculty** (continued)

Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of the students;

Teaching or skill demonstrations and/or writing samples.

- 6.16 Upon completion of all of the interviews the Interview Selection Committee Chairperson shall lead a discussion of the strengths of the candidates.
- 6.17 The committee shall designate from its members a faculty member and the area administrator one of whom will be the Interview Selection Committee Chair to conduct the reference checks on those candidates to be recommended to the College President or Vice Chancellor-North Centers for final selection. If either committee member conducting reference checks finds the results could change the Interview Selection Committee recommendations, the committee shall be reconvened for further deliberations.
- 6.18 The Interview Selection Committee shall normally recommend to the College President or Vice Chancellor-North Centers three (3) highly qualified candidates for final consideration. The Committee shall provide the candidates' files and written comments for each candidate, in alphabetical order, as a further means of communicating its recommendations. If the Committee cannot recommend three candidates, the Committee shall indicate to the President or Vice Chancellor-North Centers why fewer than three are being recommended. Any candidate whose name is sent forward to the President or Vice Chancellor-North Centers shall be considered among the most highly qualified to fulfill the requirements of the position. If the Interview Selection Committee cannot recommend any of the candidates, the hiring process shall reopen or the position shall be redesignated as a full time temporary position. If, after consultation between the Interview Selection Committee and the President or Vice Chancellor-North Centers, neither of these two options is deemed viable then further action will be arrived at by broader consultation of the constituencies mentioned in section 3.3
- 6.19 The President or Vice Chancellor-North Centers shall interview those candidates sent forward by the Interview Selection Committee. The President or Vice Chancellor-North Centers may involve other senior administrators in this interview. Prior to interviewing the candidates, the interview questions must be submitted to the District Human Resources Office. After all interviews are

**Procedures for Recruitment and Employment of College Faculty** (continued)

complete faculty member from the Interview Selection Committee and the area administrator, one of whom is the Interview Selection Committee chair, shall meet together to discuss with the President or Vice Chancellor-North Centers the Committee's recommendations. The President or Vice Chancellor-North Centers may choose from any of those candidates sent forward.

6.20 If the College President or Vice Chancellor-North Centers cannot recommend one of the candidates whose names were sent forward, she/he shall reconvene the Interview Selection Committee to discuss why the committee's recommendations cannot be supported. If following such discussions, the President or Vice Chancellor-North Centers still cannot recommend one of those sent forward:

- a) additional recommendations may be sent forward by the Interview Selection Committee; or
- b) The President or Vice Chancellor-North Centers may reopen the search.

6.21 At the end of each semester, each college's Academic Senate will compile a list of full time faculty available to serve on emergency Interview Selection Committees during either the winter break or summer. This list shall be provided to each College President and the Vice Chancellor-North Centers. The senates will also provide a schedule of Academic Senate Executive Board member(s) who will be available for consultation during those times. This process will help to ensure that sufficient numbers of faculty are always available to serve on Interview Selection Committees.

**SECTION 7 – NOTIFICATION OF APPLICANTS AND CANDIDATES**

7.1 All applicants and candidates for positions in the State Center Community College District shall be notified in a timely manner regarding disposition of their applications by the District Human Resources Office.

7.2 After approval by the Board of Trustees, the formal offer of employment shall be prepared and issued from the District Human Resources Office.

**Procedures for Recruitment and Employment of College Faculty** (continued)

**SECTION 8 – EQUIVALENCIES**

- 8.1 Every faculty employment application shall include a form which applicants can utilize to describe the exceptional experiences, backgrounds or degrees which would be equivalent to the stated degree requirements. On the form, the applicant must indicate why she/he thinks she/he has the equivalent to the exact degree(s) or experience that is stated in the minimum qualifications. It is the applicant's responsibility to provide the completed employment application form and the necessary documentation.
- 8.2 The Academic Senate at each campus shall maintain within its structure a standing committee for the purpose of determining the validity of equivalency petitions.
- 8.3 In assessing the appropriateness of an equivalency petition, the college's Academic Senate equivalency process should determine if the applicant possesses qualifications that are at least equivalent to the minimum qualifications specified by the State Chancellor's Office. (California Code Regulations, Title 5 Section 53430.) The determination of equivalencies that meet the minimum standard will occur through a detailed review of the equivalency petition as outlined by that college's Academic Senate equivalency process.
- 8.4 Upon this review, a written statement of approval or denial of the equivalency petition shall be included with the employment application. If an equivalency petition is formally approved, the candidate shall remain in the select pool. If an equivalency petition is formally denied, the applicant's file will cease to be part of the select pool, and will be forwarded by the Interview Selection Committee to the District Human Resources Office. The Interview Selection Committee chair will monitor the progress of the Academic Senate equivalency review process to ensure that the process is completed in a timely manner.

**DEFINITIONS**

**Applicant:** An individual having submitted a complete applicant file for the position by the filing deadline.

**Area Administrator:** A dean or other appropriate administrator as designated by the college president.

**Procedures for Recruitment and Employment of College Faculty** (continued)

**Candidate:** An applicant who has been selected for an interview.

**Complete Faculty Applicant File:** District Academic Employment Application, supplemental application form (if required for the position), a Letter of Application explaining applicants experience as it relates to each item listed under the desirable qualifications on the job announcement, a resume and/or placement file, copies of all graduate and undergraduate transcripts, completed Petition for Equivalency Form if needed, three written statements of recommendation to be received prior to the filing deadline.

**Emergency Recruitment:** The recruitment for a vacancy which, in the opinion of the college president, occurred unexpectedly and one for which the normal recruitment time line would cause a hardship or delay in the start of classes.

**Equal Opportunity Employment:** State Center Community College District is committed to Equal Employment Opportunity. It is the policy of the State Center Community College District to provide all persons with equal employment and educational opportunities without regard to race, ethnicity, national origin, gender, age, disability, medical condition, marital status, religion, or other similar factors as defined by law. SCCCD is a Title V employer.

**Recruitment Period:** The time span, normally 45, but not less than 30, calendar days, during which application materials will be sent or given out upon request and received for consideration for a particular vacancy.

**Temporary Full Time Hire:** An individual who shall normally be offered a contract for a maximum of one year.

Adopted by Chancellor's Cabinet: August 18, 2008

## **Administrative Recruitment and Hiring Procedures**

### Philosophy

It shall be the policy of the State Center Community College District to recruit and hire highly qualified district/college administrators who are expert educational leaders, who are skilled in serving the needs of a culturally and ethnically diverse student population served by the district, and who can enhance overall district/college effectiveness. Indispensable characteristics include excellence in educational leadership, expertise in administering district/college programs, positive personality traits, sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students, and a commitment to both students and the community college philosophy.

The governing board of a community college district derives its authority from statute and from its status as the entity holding the institution in trust for the benefit of the public. The governing board and the administrators it appoints have the principal legal and public responsibility for ensuring an effective hiring process.

### Equal Employment Opportunity

The Board of Trustees, Administration, Faculty, Classified and Confidential employees have the shared responsibility to ensure that Equal Employment Opportunity Commission guidelines are a part of the overall process of hiring Educational Administrators.

All participants in the hiring process shall receive training in Equal Employment Opportunity Commission guidelines and procedures.

In complying with board policy and Equal Employment Opportunity Commission guidelines, the district is committed to an effective hiring process that does not discriminate against any individual.

### Position Identification Approval

The Chancellor must approve all requests to fill administrative vacancies.

### Job Description

Clear and complete job descriptions with all of the desired characteristics shall be developed by

**Administrative Recruitment and Hiring Procedures** (continued)

the Chancellor or College President or Vice Chancellor-North Centers. In all cases, job descriptions shall include the minimum qualifications for educational administrators at the community college level as established and adopted by the Board of Governors of the California Community Colleges. (Title 5 Section 53420.)

Hiring criteria that are beyond the minimum qualifications set by regulation may be established.

The Equal Employment Opportunity Officer will review each position announcement/job description to insure conformity with the District's Equal Employment Opportunity and non-discrimination guidelines.

**Search Procedures**

Public announcements of the vacancy shall normally be for a forty-five (45) day period and shall consist of a notice of vacancy containing at least the following: title of the position, date the position is to be filled, filing deadline, location of assignment, job description and hiring criteria and application procedures. Timely review of the public announcement by the Chancellor or College President or Vice Chancellor-North Centers shall occur prior to distribution. Distribution of the notice of vacancy shall be a District Human Resources Office responsibility. All administrative positions shall be placed on the District's web site and sent to all employees via District e-mail.

All vacancy notices must also clearly state that interested persons are to submit their applications to the District Human Resources Office. After the filing deadline, all applicants for the position will be notified in a timely manner of the status of their applications. All correspondence to applicants will come from the District Human Resources Office.

If at the end of the recruitment period, the Associate Vice Chancellor-Human Resources believes that the applicant pool lacks sufficient applicants he/she will immediately notify the Chancellor or College President or Vice Chancellor-North Centers. The Chancellor or College President or Vice Chancellor-North Centers will make a decision to extend the filing deadline, re-advertise the position, re-designate the position as an interim or cancel the recruitment for the position.

If a vacancy occurs unexpectedly and the normal recruitment time lines will cause a hardship, the Chancellor or College President or Vice Chancellor-North Centers may request recruitment for an interim administrator.

**Administrative Recruitment and Hiring Procedures** (continued)**Applicant Screening, Selection and Interview Process**

The process for selecting the Screening Committee and the membership of the Screening Committee shall be developed and approved by the College President for college positions or developed and approved by the Vice Chancellor-North Centers for North Centers positions. The Chancellor will develop the process for selecting the Screening Committee and the membership of the Screening Committee for District Office administrative positions. Each administrative Screening Committee shall have representatives from academic and classified employee groups and reasonable representation from protected groups.

Strict confidentiality shall govern all applicant files, reference checks and Screening Committee discussions relative to hiring educational administrators.

Each member of the Screening Committee, including any community member having special expertise, must be certified by the District Equal Employment Opportunity Officer as having been instructed in Equal Employment Opportunity procedures within the past academic year.

All members of the Screening Committee shall be voting members.

The Chancellor or College President or Vice Chancellor-North Centers shall appoint an administrator to convene the initial meeting of the Screening Committee and establish a time line for carrying out the functions of the committee. The screening committee shall elect a chairperson.

The chairperson shall provide written instructions to the Screening Committee, which shall include this Administrative Regulation and the time line. This Administrative Regulation shall be reviewed by the committee at this time.

The committee has the professional responsibility to maintain strict confidentiality in matters pertaining to information about the candidates, such as applicant names, contents of applicant files, interviewee's responses, committee deliberations, reference checks or other information that might compromise the integrity of the process. Committee members will be required to sign a confidentiality statement. Failure to adhere to the confidentiality statement may result in disciplinary action.



**Administrative Recruitment and Hiring Procedures** (continued)

The committee shall be entrusted with the responsibility of recommending the most qualified candidates for the position. Fulfillment of this responsibility shall include a review of the job announcement; reviewing applicants' files; establishing interview questions; establishing the criteria for any demonstrations of competence related to the administrative position deemed necessary of each applicant.

The College President or Vice Chancellor-North Centers and/or the Chancellor or designees will pre-screen the applicant pool and narrow the field to twenty (20) applications to be forwarded to the screening committee. The Chancellor and College President or Vice Chancellor-North Centers or designees will verify that all applicants meet the minimum educational qualifications as set by regulation.

Any member of the screening committee may review all of the files not selected and shall have the opportunity to recommend alternate candidates for the select pool to the Screening Committee.

Before applicant files are released to the Screening Committee, the following information must be submitted to the District Human Resources Office by the chairperson: names of committee members and committee chair; interview questions including at least one question to elicit a candidate's sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students; a tentative timeline; criteria for any demonstrations of competence related to the administrative position deemed necessary of each applicant.

The Associate Vice Chancellor of Human Resources (after consultation with the Chancellor, College President or Vice Chancellor-North Centers), will determine whether the applicants selected meet the Equal Employment Guidelines and shall so certify.

Once the applicants are certified, individual committee members must participate in all remaining components of the screening and interview process in order to evaluate and vote on the recommendation of candidates.

Once the select pool has been agreed upon, the Screening Committee shall screen the pool and at least the top five (5) qualified applicants shall be invited for an interview. The Screening Committee shall select those applicants for an interview who best meet the desired qualifications listed on the job description.

**Administrative Recruitment and Hiring Procedures** (continued)

The Chancellor, College President or Vice Chancellor-North Centers shall have the right to add additional names to the list of individuals being invited for interview from the select pool.

After the candidates have been interviewed, committee members will recommend three to five unranked candidates. Should the committee feel unable to recommend at least three unranked candidates, the committee must seek the Chancellor's, President's or Vice Chancellor-North Center's agreement to consider fewer than three unranked candidates. The Chancellor, College President or Vice Chancellor-North Centers shall have the right to add additional names to the recommended list of unranked candidates. If the Chancellor, College President or Vice Chancellor-North Centers decides to interview one of the candidates whose names were not sent forward, she/he shall reconvene the Selection Committee to explain why a name(s) is being added. If neither of these options results in a sufficient pool of final candidates, the Chancellor, President, or Vice Chancellor-North Centers, in his/her sole discretion, after consultation with the Associate Vice Chancellor-Human Resources, reopen the position for further recruitment.

The College President for college positions or Vice Chancellor-North Centers for North Centers positions will interview all of the candidates invited for an interview. The Chancellor may interview all of the candidates invited for an interview. The Chancellor will interview the recommended candidate from the college or North Centers. With concurrence of the Chancellor, the President's or Vice Chancellor North Centers' recommendation will be forwarded to the Board of Trustees for consideration and approval.

**Notification of Candidates**

All candidates for positions in the State Center Community College District shall be notified in a timely manner regarding disposition of their applications.

The formal offer of employment shall be prepared and issued from the District Human Resources Office following Board of Trustees approval.

The District Human Resources Office will inform all candidates of their status regarding their application for a position following approval by the Board of Trustees of a candidate. That office will also inform all newly employed administrators of their responsibilities to provide the District Human Resources Office with official transcripts and other required documents requisite to full employment status.

Adopted by Chancellor's Cabinet: August 18, 2008

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Public Hearing Regarding Impasse Between Classified School Employees Association and the District, Resolution of Same, and Consideration of Unilateral Implementation of District's Last Best and Final Proposal to Classified School Employees Association

ITEM NO. 13-50

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EXHIBIT: Resolution No. 2013-15

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Background:

Since the May 7, 2013, board meeting when the public hearing was held on the fact finding chairperson's advisory recommendations for resolution of negotiations impasse between State Center Community College District and California School Employees Association, the district representatives and CSEA bargaining unit representatives have held two additional negotiations sessions. The parties are still at impasse. It is necessary to hold a public hearing to move to the next step in the process.

Recommendation:

It is recommended the Board of Trustees open the meeting for a public hearing for the purpose of allowing the public to comment. No action is necessary at this time.

**RESOLUTION NO. 2013-15**

**BEFORE THE BOARD OF TRUSTEES OF THE  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
IMPOSING THE DISTRICT'S MAY 10, 2013  
FOURTH REVISED LAST, BEST, AND FINAL  
PROPOSAL TO THE CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION TO  
PURSUANT GOVERNMENT CODE SECTIONS 3540, et seq.**

WHEREAS, the State Center Community College District ("District") and the California School Employees' Association, Chapter 379, ("CSEA") were signatories to a Collective Bargaining Agreement ("CBA") that expired June 30, 2012, setting certain terms and conditions of employment for employees in the CSEA bargaining unit;

WHEREAS, beginning June 25, 2012, the District and CSEA negotiation teams have met and engaged in extensive negotiations over the terms of a successor to the CBA;

WHEREAS, notwithstanding that the District and CSEA negotiation teams have met many times in an effort to agree upon the terms of a successor CBA, the District and CSEA remain significantly apart on such terms;

WHEREAS, on November 27, 2012, CSEA declared impasse. After participating in the mediation process, the mediator certified the matter for factfinding with the Public Relations Employment Board ("PERB") pursuant to Government Code section 3548.1;

WHEREAS, on December 27, 2012, the District filed a request for factfinding with PERB pursuant to Government Code section 3548.1;

WHEREAS, on February 25, 2013, the District negotiation team and the CSEA negotiation team participated in a factfinding hearing by the three-member PERB factfinding panel pursuant to Government Code section 3548.2;

WHEREAS, the report of the findings, conclusions and advisory recommendations of the factfinding panel were made publicly available on April 12, 2013, by posting for public inspection at the District's Administrative Office, at Fresno City College, at Reedley College, at the Willow International Center, on the District's website (scccd.edu) and at other physical locations throughout the District pursuant to Government Code Section 3548.3;

WHEREAS, the District and CSEA engaged in post-factfinding revived negotiations utilizing the factfinding recommendations in an attempt to reach agreement. The parties met for four meetings, and the District submitted its May 10, 2013, Fourth Revised Last, Best, and Final Proposal ("LBF") to CSEA and provided an explanation of terms to CSEA;

WHEREAS, at the May 22, 2013, negotiation meeting, CSEA advised the District that the membership had taken a vote and rejected the LBF, and the LBF did not lead to an agreement on the terms of a successor CBA. The District declared renewed impasse on May 22, 2013;

WHEREAS, notwithstanding the efforts described above, the parties have arrived at renewed impasse following factfinding;

WHEREAS, the parties have concluded the impasse resolution procedures as required by all applicable statutes, rules, regulations, and agreements;

WHEREAS, the Board of Trustees has considered all recommendations from the factfinding panel and concluded that it is appropriate to implement the District's LBF to CSEA; and

WHEREAS, under such circumstances, Government Code sections 3548.2 and 3548.3 authorize the Board of Trustees to implement the District's LBF.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT that the following changes in the terms and conditions of employment of members of the CSEA bargaining unit shall be implemented as set forth in Part A below, immediately upon adoption of this RESOLUTION, with those terms that are added underscored and those that are deleted identified by over-striking:

#### PART A - Modification and Imposition of Terms and Conditions

Modification 1. The terms governing Health and Welfare Benefits are hereby modified and imposed as follows:

CBA, Article 30. HEALTH AND WELFARE BENEFITS. Section 6 (Long Term Disability Insurance [LTD]).

Section 6. Long Term Disability Insurance:

Effective November 1, 2012, or as soon thereafter as can be implemented, current employees will receive a LTD benefit equal to 60% of current salary with a maximum payout of \$5,000 per month; current employees may purchase additional LTD benefits from the District's provider at 100% of the cost. Effective November 1, 2012, or as soon thereafter as can be implemented, new employees will not receive LTD benefits paid by the District; however, new employees may purchase LTD benefits from the District's provider at 100% of the cost. The District shall take into consideration providers recommended by CSEA.

Modification 2. The terms governing Health and Welfare Benefits are hereby modified and imposed as follows:

CBA, Article 30. HEALTH AND WELFARE BENEFITS. Section 7 (Retiree Health Insurance).

Section 7. Retiree Health Insurance:

A. For new employees hired on or after July 1, 2013, delete 2% escalator; coverage only up to age 70, and no surviving spouse coverage.

Modification 3. The terms governing Catastrophic Leave are hereby modified and imposed as follows:

CBA, Article 9, Section 2, I, 3. Catastrophic Leave

The distribution of the leave hours shall be approved by the Associate Vice Chancellor, Human Resources, or designee and the President of CSEA Chapter #379 or designee.

Modification 4. The terms governing Bereavement Leave are hereby modified and imposed as follows:

CBA, Article 12, Section B. Bereavement Leave.

B. "Member of the immediate family" as used in this section, means the mother, father, grandmother, grandfather, ~~or~~ grandchild, great-grandmother, or great-grandfather, of the member or of the member's spouse, or domestic partner, and the spouse, domestic partner, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, or any relative in the immediate household of the member, or step-mother, step-father, step-daughter, ~~or~~ step-son, step-brother, or step-sister.

Modification 5. The terms governing Transfers – Work Location are hereby modified and imposed as follows:

CBA, Article 22, Section A. Transfers-Work Location.

Work location is defined as Fresno City College; District Office (multiple sites); Reedley College (includes Willow International, Madera Center, and Oakhurst), and North Centers, District Office, and Career and Technology Center or any such other work location as may be developed. Mileage beyond normal commute to be paid between all sites.

Modification 6. The terms governing Transfers – Work Location are hereby modified and imposed as follows:

CBA, Article 22, Section A Transfers-Work Location.

Such transfer shall not exceed sixty (60) ninety (90) days except that a transfer may exceed sixty (60) ninety (90) days in the case of a permanent employee on a temporary leave of absence.

CBA, Article 22, Section B. Transfers-Work Location.

The job site transfer process is not subject to the provisions of the grievance article of this Agreement unless the transfer exceeds ~~sixty (60) ninety (90)~~ days except when such transfer is to replace a permanent employee on a temporary leave of absence.

Modification 7.:The terms governing Employee Expenses and Materials are hereby modified and imposed as follows:

CBA, Article 29, Section A, 4.

~~4. — Police Officers~~

#### PART B. Scope of Modifications

Section 1. The only modifications of wages, hours or other conditions of employment within the scope of representation that are modified by this Resolution are those expressly set forth in Part A of this Resolution. All other terms and conditions within the scope of representation shall remain unchanged unless hereafter modified in accordance with applicable law.

Section 2. Nothing in this Resolution shall be construed as depriving the CSEA of its right to meet and confer on matters within the scope of representation, whether or not those matters are included in this Resolution, as required or permitted by law.

RESOLUTION number 2013-15 was duly adopted by the following vote, at a regular meeting held on June 4, 2013:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

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Isabel Barreras  
Board President

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Ronald H. Nishinaka  
Board Secretary

STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT:    Consideration of Unilateral Implementation of    ITEM NO.    13-51  
                 District's Last Best and Final Proposal to  
                 California School Employees Association

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EXHIBIT:    Resolution No. 2013-15

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**RESOLUTION NO. 2013-15**

**BEFORE THE BOARD OF TRUSTEES OF THE  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
IMPOSING THE DISTRICT'S MAY 10, 2013  
FOURTH REVISED LAST, BEST, AND FINAL  
PROPOSAL TO THE CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION TO  
PURSUANT GOVERNMENT CODE SECTIONS 3540, et seq.**

WHEREAS, the State Center Community College District ("District") and the California School Employees' Association, Chapter 379, ("CSEA") were signatories to a Collective Bargaining Agreement ("CBA") that expired June 30, 2012, setting certain terms and conditions of employment for employees in the CSEA bargaining unit;

WHEREAS, beginning June 25, 2012, the District and CSEA negotiation teams have met and engaged in extensive negotiations over the terms of a successor to the CBA;

WHEREAS, notwithstanding that the District and CSEA negotiation teams have met many times in an effort to agree upon the terms of a successor CBA, the District and CSEA remain significantly apart on such terms;

WHEREAS, on November 27, 2012, CSEA declared impasse. After participating in the mediation process, the mediator certified the matter for factfinding with the Public Relations Employment Board ("PERB") pursuant to Government Code section 3548.1;

WHEREAS, on December 27, 2012, the District filed a request for factfinding with PERB pursuant to Government Code section 3548.1;

WHEREAS, on February 25, 2013, the District negotiation team and the CSEA negotiation team participated in a factfinding hearing by the three-member PERB factfinding panel pursuant to Government Code section 3548.2;

WHEREAS, the report of the findings, conclusions and advisory recommendations of the factfinding panel were made publicly available on April 12, 2013, by posting for public inspection at the District's Administrative Office, at Fresno City College, at Reedley College, at the Willow International Center, on the District's website (sccd.edu) and at other physical locations throughout the District pursuant to Government Code Section 3548.3;

WHEREAS, the District and CSEA engaged in post-factfinding revived negotiations utilizing the factfinding recommendations in an attempt to reach agreement. The parties met for four meetings, and the District submitted its May 10, 2013, Fourth Revised Last, Best, and Final Proposal ("LBF") to CSEA and provided an explanation of terms to CSEA;

WHEREAS, at the May 22, 2013, negotiation meeting, CSEA advised the District that the membership had taken a vote and rejected the LBF, and the LBF did not lead to an agreement on the terms of a successor CBA. The District declared renewed impasse on May 22, 2013;

WHEREAS, notwithstanding the efforts described above, the parties have arrived at renewed impasse following factfinding;

WHEREAS, the parties have concluded the impasse resolution procedures as required by all applicable statutes, rules, regulations, and agreements;

WHEREAS, the Board of Trustees has considered all recommendations from the factfinding panel and concluded that it is appropriate to implement the District's LBF to CSEA; and

WHEREAS, under such circumstances, Government Code sections 3548.2 and 3548.3 authorize the Board of Trustees to implement the District's LBF.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT that the following changes in the terms and conditions of employment of members of the CSEA bargaining unit shall be implemented as set forth in Part A below, immediately upon adoption of this RESOLUTION, with those terms that are added underscored and those that are deleted identified by over-striking:

#### PART A - Modification and Imposition of Terms and Conditions

Modification 1. The terms governing Health and Welfare Benefits are hereby modified and imposed as follows:

CBA, Article 30. HEALTH AND WELFARE BENEFITS. Section 6 (Long Term Disability Insurance [LTD]).

Section 6. Long Term Disability Insurance:

Effective November 1, 2012, or as soon thereafter as can be implemented, current employees will receive a LTD benefit equal to 60% of current salary with a maximum payout of \$5,000 per month; current employees may purchase additional LTD benefits from the District's provider at 100% of the cost. Effective November 1, 2012, or as soon thereafter as can be implemented, new employees will not receive LTD benefits paid by the District; however, new employees may purchase LTD benefits from the District's provider at 100% of the cost. The District shall take into consideration providers recommended by CSEA.

Modification 2. The terms governing Health and Welfare Benefits are hereby modified and imposed as follows:

CBA, Article 30. HEALTH AND WELFARE BENEFITS. Section 7 (Retiree Health Insurance).

Section 7. Retiree Health Insurance:

A. For new employees hired on or after July 1, 2013, delete 2% escalator; coverage only up to age 70, and no surviving spouse coverage.

Modification 3. The terms governing Catastrophic Leave are hereby modified and imposed as follows:

CBA, Article 9, Section 2, I, 3. Catastrophic Leave

The distribution of the leave hours shall be approved by the Associate Vice Chancellor, Human Resources, or designee and the President of CSEA Chapter #379 or designee.

Modification 4. The terms governing Bereavement Leave are hereby modified and imposed as follows:

CBA, Article 12, Section B. Bereavement Leave.

B. "Member of the immediate family" as used in this section, means the mother, father, grandmother, grandfather, ~~or~~ grandchild, great-grandmother, or great-grandfather, of the member or of the member's spouse, or domestic partner, and the spouse, domestic partner, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, or any relative in the immediate household of the member, or step-mother, step-father, step-daughter, ~~or~~ step-son, step-brother, or step-sister.

Modification 5. The terms governing Transfers – Work Location are hereby modified and imposed as follows:

CBA, Article 22, Section A. Transfers-Work Location.

Work location is defined as Fresno City College; District Office (multiple sites); Reedley College (includes Willow International, Madera Center, and Oakhurst), and North Centers, District Office, and Career and Technology Center or any such other work location as may be developed. Mileage beyond normal commute to be paid between all sites.

Modification 6. The terms governing Transfers – Work Location are hereby modified and imposed as follows:

CBA, Article 22, Section A Transfers-Work Location.

Such transfer shall not exceed sixty (60) ninety (90) days except that a transfer may exceed sixty (60) ninety (90) days in the case of a permanent employee on a temporary leave of absence.

CBA, Article 22, Section B. Transfers-Work Location.

The job site transfer process is not subject to the provisions of the grievance article of this Agreement unless the transfer exceeds ~~sixty (60) ninety (90)~~ days except when such transfer is to replace a permanent employee on a temporary leave of absence.

Modification 7.:The terms governing Employee Expenses and Materials are hereby modified and imposed as follows:

CBA, Article 29, Section A, 4.

~~4. — Police Officers~~

#### PART B. Scope of Modifications

Section 1. The only modifications of wages, hours or other conditions of employment within the scope of representation that are modified by this Resolution are those expressly set forth in Part A of this Resolution. All other terms and conditions within the scope of representation shall remain unchanged unless hereafter modified in accordance with applicable law.

Section 2. Nothing in this Resolution shall be construed as depriving the CSEA of its right to meet and confer on matters within the scope of representation, whether or not those matters are included in this Resolution, as required or permitted by law.

RESOLUTION number 2013-15 was duly adopted by the following vote, at a regular meeting held on June 4, 2013:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

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Isabel Barreras  
Board President

---

Ronald H. Nishinaka  
Board Secretary



STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2013

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SUBJECT: Consideration to Appoint Reedley College  
President

ITEM NO. 13-53

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EXHIBIT: None

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Background:

The position of Reedley College President was posted on December 12, 2012, and closed on March 27, 2013. The Search Advisory Committee was composed of seventeen people, consisting of two board members, five administrators, five academic employees, three classified employees, one community member and one K-12 administrator. The position was advertised nationally and the district received 31 completed applications. Seven applicants were invited as semi-finalists to interview with the Search Advisory Committee. Three candidates were invited as finalists. Those finalists took part in two separate public forums and were interviewed by the direct reports, Consultation Council, Chancellor's Cabinet, chancellor and the Board of Trustees with the chancellor. A site visit was made to one candidate's current district.

Dr. Sandra Caldwell is being recommended for the position of Reedley College President. Dr. Sandra Caldwell is currently serving as the associate vice president for planning and improvement at Western Wyoming Community College and has served in this position since 2011. Dr. Caldwell was promoted from her position of associate vice president for student learning at Western Wyoming Community College where she served for six years. Prior to serving in Wyoming, Dr. Caldwell served as the quality assurance/institutional effectiveness chairperson and mathematics coordinator for six years at Paris Junior College in Texas. Dr. Caldwell has also served as a curriculum coordinator, a mathematics instructor and continues to be an adjunct instructor. Dr. Caldwell received her B.S. in mathematics and her M.S. in statistics from Oklahoma State University. Dr. Caldwell received her Ed.D. in commerce, secondary & higher education supervision from Texas A&M University.

Recommendation:

It is recommended the Board of Trustees appoint Dr. Sandra Caldwell as the Reedley College President at a salary of \$180,000 per year, effective July 1, 2013.