SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET DEVELOPMENT GUIDELINES

2010 – 2011

Beth Mueller
District Director of Fiscal Services

Guidelines apply to General Fund, Community Education, Child Development, Capital Outlay, ASG and Foundation.

This document has been modified with new cut-off dates, please review carefully.

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EXHIBIT A

BUDGET DEVELOPMENT & FISCAL YEAR CLOSING CALENDAR

Guidelines apply to General Fund, Community Education, Child Development, Capital Outlay, ASG and Foundation.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BUDGET DEVELOPMENT AND
FISCAL YEAR CLOSING CALENDAR

JANUARY 2010

DATE	ACTIVITY
Jan. 25, 2010	**Board of Trustees Adoption of Nonresident Tuition Rate for 2009/10.**
Mar. 1, 2010	First day to input 2010/11 Purchase Requisitions.
Mar. 26, 2010	ALL APPROVALS MUST BE COMPLETED AT THE COLLEGE AND RECEIVED IN PURCHASING BY THIS DATE. Cut-off date for 2009-10 "General Fund" requisitions for equipment (**including furniture**), software and non-OfficeMax supplies, **except** Categorical Projects.
	• Bid Deadline for Custodial Services
Apr. 23, 2010	ALL APPROVALS MUST BE COMPLETED AT THE COLLEGE AND RECEIVED IN PURCHASING BY THIS DATE. Cut-off date for 2009-10 "Categorical" requisitions for equipment (**including furniture**), software and non-OfficeMax supplies for Categorical Projects, *After this date, orders for these items **must be** made on a 2010-11 requisition.*
May 17, 2010	Cut-off date for college to input information for the 2010/11 Tentative Budget presentation at the June 28, 2010 Board Meeting (**due by Noon**).
May 21, 2010	Scholarship spreadsheet due to Accounts Payable by the Commencement date.
Jun. 1, 2010	Cut-off date for all remaining 2009/2010 requisitions (travel, contract services, printing, rentals, etc.). EXCEPT EMERGENCIES & Direct Pay. **SERVICES PERFORMED IN JUNE MUST HAVE A 2010 REQUISITION.**
Jun. 4, 2010	Last day for Budget Transfers that require Board action (between major object codes). **Must be received by noon.**
Jun. 10, 2010	Office Supplies – OfficeMax cut-off for 2009/10 expenses.

Jun. 11, 2010	Last day for warehouse requisitions (stores orders) to be expensed from 2009/10 budgets.
	• Cut-off date for credit card purchases.
Jun. 15, 2010	Final date for District Office to issue checks and registers for 2009/10 fiscal year until mid July 2010.
Jun. 16-30, 2010	Warehouse Stores closed for inventory. No stores requisitions accepted, all other warehouse functions operational.
Jun. 23, 2010	Distribution of Budget Reports to be presented at the Board of Trustee Meeting on June 28, 2010.
Jun. 25, 2010	Last day for District Office to submit cancellation of "B" checks for 2009/10 fiscal year.
	• All documentation for warrants on HOLD must be submitted by District Office to the Orange County Department of Education School Financial Services.
	• Last day for District Office to submit interfund transfers to County office.
Jun. 25, 2010	Last day for Budget Transfers that do not require Board action (within major object codes).
Jun. 28, 2010	**Board of Trustee to Adopt Resolution to Transfer Appropriations at Close of Fiscal Year.**
Jun. 29, 2010	Last day for District Office to submit cash deposits to the Orange County Department of Education for 2009/10 fiscal year. County deadline is 3:00 pm.
Jun. 30, 2010	Record cash in transit.
	• All Purchase Orders are closed out.
Jul. 2, 2010	All Payroll accruals to District Business Services Department for processing. Information received after this time will be expensed against the 2010/11 budget.
	• Last Day for General Fund Expense Transfers Unrestricted.
	• Last Day to submit all 2009/10 Direct Pay Requisitions.

	• Final receipts for Blanket purchase orders are due to the District Business Office/Accounts Payable.
Jul. 7, 2010	All remaining 2009/10 invoices & checks due to District Business office for accruals.
Jul. 15, 2010	District Office to submit Accrual Reports to the Orange County Department of Education.
Jul. 19, 2010	Project directors review program expenditures.
Jul. 23, 2010	Last Day for Expense Transfers for Categoricals.
	• Distribution of encumbrance carry-forward to Operating Unit College Directors of Fiscal Services for inclusion in 2010/11 Final Budget.
Jul. 30, 2010	Cut-off date for college budget information to be input for presentation at the August 25, 2010 Board Meeting (**Noon Deadline**).
	• Distribution of Restricted and Unrestricted General Fund Ending Balances and Carry-overs, and update of budget allocations.
Aug. 25, 2010	Distribution of Proposed Final Budget.
	• Proposed Final Budget available for public inspection through OCDE (10 calendar days notice).
Aug. 30, 2010	**Public Hearing and Board of Trustees Adoption of 2010/11 Final Budget.**
	• **Board approval of CCFS-311 Quarterly Report.**
Sep. 27 2010	Filing of 2010/11 Final Budget (CCFS-311) with California Community College Chancellor's Office.
Nov. 16, 2010	**Audit Report Presented to the Board of Trustees.**

EXHIBIT B

PROCEDURE & POLICY INFORMATION FOR 2010/11 BUDGET DEVELOPMENT & YEAR END CLOSE

Procedure & Policy Information for
Budget Development & Year End Close

1) BUDGET DEVELOPMENT CALENDAR

The Budget Development Calendar (Exhibit A) establishes the major budget development target dates, District-wide, which must be met in order to complete the budget development process by August 30, 2010. Included in the calendar, in bold print, are the Board of Trustees review/adoption dates for the 2010/11 Budget:

2) PURCHASING CUT-OFF DATE

March 26, 2010 is the Purchasing cut-off date for equipment (**including furniture**), software, and non-OfficeMax supplies, **ALL APPROVALS MUST BE COMPLETED ON THIS DATE.** Any requisition submitted after this date must be designated as an extreme emergency by the location's Director of Fiscal Services before Purchasing will process.

The respective operating unit fiscal directors are as follows:

Saddleback College:	Carol Hilton
Irvine Valley College:	Davit Khachatryan
ATEP and District Services:	Beth Mueller

Categorical project expenditures will be accepted until **April 23, 2010**, **ALL APPROVALS MUST BE COMPLETED ON THIS DATE.** Requisitions for travel and operational expenses (such as contracted services, printing, speakers, rentals, etc.) will be accepted until **June 1, 2010**.

NOTE: For 2009-10 Requisitions:

Services performed and goods received on or before June 30, 2010 should be charged to the 2009-10 budget.
THERE ARE NO EXCEPTIONS.

3) OFFICE SUPPLIES – OFFICEMAX

Purchasing will accept office supply on-line orders (with written approval) to be expensed to the 2009/10 fiscal year through **June 10, 2010**. Orders received after that date will be expensed to the 2010/11 fiscal year.

4) CREDIT CARD PURCHASES

Except in extreme emergency, credit card purchases will not be authorized beyond **June 11, 2010**.

5) STORES ORDERS

The warehouse will accept requisitions for stores orders up to **Friday, June 11, 2010**. Orders received after that date will be returned to the departments for re-submittal in the 2010/11 fiscal year. From June 16 through June 30 stores inventory will be taken and no orders will be processed.

6) BLANKET PURCHASE ORDERS

Blanket purchase orders will be canceled on **June 30, 2010**. Purchases made after that date will be charged to the 2010/11 fiscal year. Receipts **must** be forwarded to the Accounts Payable department immediately, and must be received in that office **no later than July 2, 2010**.

7) ACCRUALS

All goods and services which have been received prior to June 30, 2010, must be expensed to the current fiscal year. **All items to be accrued must be received in the District Business Services office no later than July 2, 2010, at 5 p.m.** *No commercial vendor checks can be issued during the period of June 16, 2010 through June 30, 2010.* Consequently, expenditures submitted after June 15, 2010, will be accrued to the 2009/10 fiscal year, but checks will not be issued until mid July 2010.

Salary expenditures which are reported on timecards are not regularly accrued. Unless a special request is made, all time reported for Classified hourly assignments and Summer Academic time sheets for the period of June 16 – June 30, 2010 will be reflected in the 2010/11 fiscal year. **Salary accruals will be limited to categorical programs that do not allow carry-over of funds and will not be accepted until after the time has been worked.** As in the case above, these accruals must be submitted to the District Business Services office no later than **July 2, 2010**, **at 5 p.m.**

All expenses to be accrued must be completed prior to June 30. The District Business office will not accrue expenses unless goods are received or services are completed prior to June 30. **All accruals will require that documentation as follows, be provided prior to an accrual being made:**

Conferences:	Approved requisition, reimbursement claim & required receipts.
Consultants and Independent Contractors:	Purchase order, board approval date, signed contract, W-9 for payee & approved invoice.

Payment for

Regular Purchases: Purchase order, receiver & invoice.

Salaries & Benefits: Approved time cards for time worked.

8) ENCUMBRANCE CARRY-FORWARDS

Purchase orders which are outstanding at June 30th, but for which the goods or services have not been received, will be "closed-out" at year end. The funds which were budgeted for these outstanding obligations will be included in the Unrestricted General Fund ending balance for each operating unit. Encumbrance carry-forwards will be re-encumbered in the new fiscal year. It will be the responsibility of each operating unit fiscal director to ensure that adequate funds are budgeted in the new fiscal year to meet these outstanding obligations. To facilitate this process, the District Business Services Department will provide each operating unit a listing of encumbrance carry-forward by **July 23, 2010**.

9) INITIAL BUDGET PLANNING ALLOCATION ASSUMPTIONS

At the initial stage of the budget process, the following assumptions apply in order to establish appropriation parameters.

The 2010/11 salary schedules remain unchanged from 2009/10 EXCEPT classified employees. All salary increases, including step/column increases, are to be financed out of the 2010/11 planning allocation to each operating unit.

A. Employee Benefits

Employee benefits projected rates are established as follows:

1. Health Benefit Costs
   a) Academic Administrators $19,048 per year
   b) Board Members $18,639 per year
   c) CSEA $18,567 per year
   d) Classified Manager $18,901 per year
   e) Faculty $18,838 per year
   f) POA $18,465 per year
2. STRS 8.25% of gross earnings
3. PERS 10.707% of gross earnings
4. OASDI 6.20%* of gross earnings to $106,800 maximum earnings
5. Unemployment Insurance .72% of gross earnings
6. Medicare 1.45% of gross earnings
7. Worker's Compensation 1.73% of gross earnings

To assist in the projection of benefit costs for personnel, Exhibit E is part of these Budget Development Guidelines. This exhibit is in a worksheet format which details all of the benefit components associated with personnel classifications.

* As Applicable

B. Ending Balances

Currently, ending balances for the colleges are a projected estimate as provided by the College Director of Fiscal Services. Actual ending balances cannot be determined until after the closing of the accounting books. We expect that ending balances will be available by July 30, 2010. Once calculated, college ending balances will be carried forward to the new fiscal year. A calendar of events detailing the fiscal year closing process and the Budget Development Process is provided in Exhibit A.

C. Local Revenues

Local revenue projections will be initially assumed to be equal to the level of funding which is currently projected in the colleges 2009/10 operating budget. During the budget development process, the operating units will have the opportunity to adjust their respective projections.

10) 2010/11 CHART OF ACCOUNTS

The Financial Chart of Accounts has been updated for the 2010/11 fiscal year. The Chart of Accounts is reflected in Exhibit F. In addition, and to assist in the assignment of account codes, the following exhibits are attached:

An organizational outline showing valid combinations of Division, Department and Tops codes – Exhibit G.

11) CONTINUING CONTRACTS/MEMBERSHIP APPROPRIATIONS

A. Continuing Contracts

Included in the Budget Development Guidelines is a listing of the continuing contract obligations for fiscal year 2010/11, as of January 31, 2010. Any further commitment made by an operating unit should be recorded and budgeted for accordingly. It is the unit's responsibility to budget for these additional costs. A current listing of multiple year contracts is included in Exhibit H.

B. Memberships

Also included in the Budget Development Guidelines as Exhibit I is a listing by College/Division of all current memberships. New memberships are approved by the Board of Trustees in July and January of each year and budgeted by the applicable operating unit.

EXHIBIT C

SALARY SCHEDULES

The 2010/11 salary schedules remain unchanged from 2009/10 EXCEPT classified employees. All salary increases, including step/column increases, are to be financed out of the 2010/11 planning allocation to each operating unit.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC SALARY SCHEDULE - ANNUAL
2010 - 2011
BUDGET DEVELOPMENT ONLY

STEP	I	II	III	IV	V
1					
2					
3					
4					
5					
6	55,117	58,423	61,730	65,037	68,344
7	57,321	60,628	63,935	67,242	70,549
8	59,526	62,833	66,140	69,447	72,754
9	61,730	65,037	68,344	71,651	74,958
10	63,935	67,242	70,549	73,856	77,163
11		69,447	72,754	76,061	79,368
12		71,651	74,958	78,265	81,572
13		73,856	77,163	80,470	83,777
14		76,061	79,368	82,675	85,982
15		78,265	81,572	84,879	88,186
16			83,777	87,084	90,391
17			85,982	89,289	92,596
18			88,186	91,493	94,800
19			90,391	93,698	97,005
20			92,596	95,903	99,210
21				98,107	101,414
22				100,312	103,619
23				102,517	105,824
24				104,721	108,028
25				106,926	110,233
26					112,438
27					114,642
28					116,847
29					119,052
30					121,256

Doctorate stipend **$3,334**

BUDGET DEVELOPMENT ONLY

ACTUAL 2010/2011 SALARY SCHEDULE TO BE DETERMINED

UNCHANGED FROM 2009-2010

*Based on 178 Days

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

REGULAR TERM HOURLY SCHEDULE - OSH
ACADEMIC SALARY SCHEDULE
2010 - 2011
BUDGET DEVELOPMENT ONLY

STEP	I		II		III		IV		V	
	OSH	HOUR	OSH	HOUR	OSH	HOUR	OSH	HOUR	OSH	HOUR
1										
2										
3										
4										
5										
6	952	57.379	1,024	61.677	1,095	65.975	1,143	68.840	1,143	68.840
7	1,000	60.244	1,071	64.543	1,143	68.840				
8	1,048	63.109	1,119	67.408						
9	1,095	65.975	1,143	68.840						
10	1,143	68.840								

BUDGET DEVELOPMENT ONLY
ACTUAL 2010/2011 SALARY SCHEDULE TO BE DETERMINED
UNCHANGED FROM 2009-2010

4/17/2009 **SCHEDULE AC03**

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

SUMMER SCHOOL HOURLY SCHEDULE - OSH
ACADEMIC SALARY SCHEDULE
2010 - 2011
BUDGET DEVELOPMENT ONLY

STEP	I		II		III		IV		V	
	OSH	HOUR	OSH	HOUR	OSH	HOUR	OSH	HOUR	OSH	HOUR
1										
2										
3										
4										
5										
6	952	57.379	1,024	61.677	1,095	65.975	1,167	70.273	1,238	74.572
7	1,000	60.244	1,071	64.543	1,143	68.840	1,214	73.139	1,285	77.437
8	1,048	63.109	1,119	67.408	1,190	71.705	1,262	76.005	1,333	80.303
9	1,095	65.975	1,167	70.273	1,238	74.572	1,309	78.870	1,369	82.457
10	1,143	68.840	1,214	73.139	1,285	77.437	1,357	81.736		
11	1,190	71.705	1,262	76.005	1,333	80.303	1,369	82.457		
12	1,238	74.572	1,309	78.870	1,369	82.457				
13	1,285	77.437	1,357	81.736						
14	1,333	80.303	1,369	82.457						
15	1,369	82.457								

BUDGET DEVELOPMENT ONLY
ACTUAL 2010/2011 SALARY SCHEDULE TO BE DETERMINED
UNCHANGED FROM 2009-2010

4/17/2009 **SCHEDULE AC03**

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC ADMINISTRATIVE SALARY SCHEDULE - ANNUAL

2010 - 2011
BUDGET DEVELOPMENT ONLY

	STEPS	1	2	3	4	5	6
POSITION	**Range**						
Assistant Dean/ Director	I	116,555	121,217	126,067	131,109	136,354	141,807
Dean/ Director	II	133,866	139,220	144,790	150,580	156,604	162,868
Associate Provost	II a	142,521	148,222	154,151	160,317	166,729	173,399
Vice President/ Provost/ Direct	III	151,175	157,224	163,512	170,053	176,854	183,930
President/ Vice Chancellor	IV	168,487	175,226	182,236	189,524	197,105	204,990
Deputy Chancellor	V	180,027	187,228	194,716	202,506	210,606	219,029

UNCHANGED FROM 2007-2008

- These positions shall not receive a yearly stipend for an earned Doctorate.

3/24/2010 **SCHEDULE AD07**

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CLASSIFIED MANAGEMENT SALARY SCHEDULE - ANNUAL

2010 - 2011
BUDGET DEVELOPMENT ONLY

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Range 01	44,430	46,450	48,562	50,765	53,073	55,624	58,301	61,105	63,961	66,818
Range 02	48,237	50,432	52,727	55,128	57,631	60,355	63,206	66,194	69,333	72,472
Range 03	52,047	54,411	56,893	59,478	62,190	65,087	68,121	71,295	74,769	78,243
Range 04	56,778	59,363	62,063	64,891	67,845	71,088	74,480	78,034	81,715	85,397
Range 05	63,817	66,726	69,760	72,934	76,257	79,743	83,390	87,197	91,432	95,668
Range 06	70,626	73,834	77,191	80,700	84,370	88,167	92,136	96,279	101,051	105,823
Range 07	78,473	82,039	85,767	89,667	93,752	98,092	102,627	107,382	112,545	117,710
Range 08	88,398	92,425	96,626	101,023	105,615	110,554	115,725	121,137	126,866	132,596
Range 09	100,514	105,085	109,862	114,859	120,087	125,788	131,754	138,009	144,477	150,946
Range 10	115,286	120,537	126,018	131,754	137,743	144,136	150,831	157,834	165,468	173,103

UNCHANGED FROM 2007-2008

SCHEDULE CM10

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CLASSIFIED MONTHLY SALARY SCHEDULE*

2010-2011
1.00% COLA

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
108	2,454	2,576	2,706	2,839	2,982	3,129
109	2,518	2,641	2,775	2,910	3,056	3,210
110	2,578	2,707	2,840	2,983	3,130	3,291
111	2,641	2,776	2,914	3,060	3,215	3,372
112	2,709	2,842	2,985	3,132	3,292	3,458
113	2,778	2,916	3,061	3,216	3,373	3,545
114	2,846	2,986	3,138	3,295	3,461	3,630
115	2,916	3,061	3,216	3,373	3,545	3,719
116	2,990	3,139	3,297	3,463	3,631	3,817
117	3,065	3,219	3,375	3,547	3,728	3,909
118	3,140	3,298	3,464	3,635	3,818	4,009
119	3,221	3,377	3,548	3,732	3,918	4,110
120	3,299	3,465	3,637	3,822	4,012	4,214
121	3,377	3,548	3,732	3,918	4,111	4,319
122	3,467	3,639	3,824	4,013	4,215	4,425
123	3,551	3,734	3,922	4,115	4,322	4,537
124	3,644	3,828	4,018	4,217	4,429	4,651
125	3,736	3,924	4,119	4,325	4,544	4,768
126	3,830	4,020	4,223	4,432	4,655	4,888
127	3,925	4,120	4,327	4,546	4,771	5,010
128	4,024	4,224	4,435	4,657	4,889	5,136
129	4,122	4,329	4,548	4,773	5,012	5,262
130	4,226	4,439	4,659	4,891	5,138	5,393
131	4,330	4,549	4,774	5,013	5,265	5,530
132	4,441	4,662	4,894	5,141	5,395	5,665
133	4,550	4,777	5,015	5,269	5,534	5,812
134	4,666	4,900	5,145	5,400	5,674	5,956
135	4,782	5,023	5,274	5,538	5,818	6,105
136	4,902	5,149	5,404	5,679	5,965	6,260
137	5,026	5,277	5,546	5,823	6,114	6,416
138	5,152	5,413	5,685	5,969	6,263	6,578
139	5,281	5,548	5,825	6,120	6,423	6,744
140	5,414	5,688	5,971	6,267	6,582	6,910
141	5,549	5,827	6,121	6,424	6,749	7,084
142	5,690	5,974	6,270	6,586	6,913	7,261
143	5,831	6,126	6,430	6,752	7,090	7,445
144	5,974	6,271	6,590	6,917	7,265	7,630
145	6,123	6,428	6,755	7,091	7,446	7,820
146	6,277	6,589	6,924	7,268	7,633	8,016
147	6,433	6,754	7,097	7,449	7,823	8,217
148	6,594	6,923	7,274	7,636	8,019	8,422
149	6,759	7,096	7,455	7,826	8,220	8,632
150	6,928	7,273	7,642	8,022	8,425	8,848
151	7,101	7,454	7,833	8,223	8,636	9,069
152	7,278	7,641	8,028	8,429	8,852	9,295
153	7,460	7,832	8,229	8,641	9,073	9,527
154	7,647	8,027	8,436	8,857	9,299	9,767

* Based on 21 days per month

3/24/2010

SCHEDULE CL10

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

POLICE OFFICER SALARY SCHEDULE

2010-2011
COLA 0.00%

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Range I	Monthy	3,024	3,175	3,334	3,501	3,676	3,860
Campus Security Officer							
	Hourly	18.000	18.899	19.845	20.839	21.881	22.976
Range II	Monthy	4,325	4,546	4,770	5,009	5,259	5,525
Police Officer							
Police Office	Hourly	25.744	27.060	28.393	29.815	31.304	32.887
(Weekends/Holidays)							
Range III	Monthy	4,547	4,772	5,011	5,266	5,530	5,805
Police Officer Lead							
	Hourly	27.065	28.405	29.827	31.345	32.917	34.554

BUDGET DEVELOPMENT ONLY

ACTUAL 2010/2011 SALARY SCHEDULE TO BE DETERMINED

UNCHANGED FROM 07/08

*Based on 21 days/month

SCHEDULE PA10

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NON-BARGAINING UNIT SALARY SCHEDULES
2009-2010 (eff. 09/01/09)

NON-BARGAINING UNIT, TEMPORARY, SHORT TERM HOURLY SALARY SCHEDULE*

*Non-Bargaining Unit, Temporary, Short Term, Hourly employees do not exceed (in any combination of assignments) a maximum of **160 days** in any fiscal year. Any number of hours per day constitutes a day worked. The Department/Division is responsible for tracking the amount of days. All ranges are based on skill level/departmental budget, not longevity.

Job Title		Level of Service	Hourly Rate
Adapted Kinesiology Aide	Range 001	Entry Level.....	8.50
(HRNBU08)	Range 002	.....	9.00
	Range 003	.....	9.50
	Range 004	Intermediate Level	10.50
	Range 005	.....	11.50
	Range 006	.....	12.50
	Range 007	.....	13.00
	Range 008	Skilled Level	14.00
	Range 009	.....	15.00
	Range 010	.....	15.50
	Range 011	Advanced Level ..	16.00
	Range 012	HR app req.	18.00
	Range 013	HR app req.	20.00
Child Development Center Aide			
(HRNBU17)	Range 001	12 ECE Units	10.00
	Range 002	18 ECE Units	11.00
	Range 003	24 ECE Units	12.00
Child Development Center Project Specialist			
(HRNBU17)	Range 013	Child Dev. Teacher Permit.....	20.00
Clerk -- Short Term (A&R/Registration/Comm. Ed./Fiscal)			
(HRNBU09)	Range 001	Entry.....	8.50
	Range 002	.....	9.00
	Range 003	.....	9.50
	Range 004	Intermediate	10.00
	Range 005	.....	10.50
	Range 006	Skilled	11.00
	Range 007	.....	11.50
	Range 008	Advanced	12.00
	Range 009	.....	12.50
	Range 010	.....	13.00
Coaching Aide			
(HRNBU12)	Range 001	.....	14.00
	Range 002	.....	15.00

South Orange County Community College District
Page 2 – NBU Salary Schedules, 2009-2010

Job Title		Level of Service	Hourly Rate
DSPS Proctor (Short-Term)	Range 004	.....	10.50
(HRNBU08)	Range 005	.....	11.50
	Range 006	.....	12.50
	Range 007	.....	13.00
	Range 008	.....	14.00
Lab. Aide	Range 001	Entry.....	8.50
(HRNBU11)	Range 002	.....	9.00
	Range 003	.....	9.50
	Range 004	Intermediate	10.00
	Range 005	.....	10.50
	Range 006	Skilled	11.00
	Range 007	.....	11.50
	Range 008	Advanced	12.00
Matriculation Proctor	Range 001	Entry Level.....	8.50
(HRNBU13)	Range 002	Intermediate	9.00
	Range 003	.....	9.50
	Range 004	.....	10.50
	Range 005	.....	11.50
	Range 006	Skilled	12.50
	Range 007	.....	13.00
	Range 008	.....	14.00
	Range 009	.....	15.00
	Range 010	.....	15.50
	Range 011	Advanced Level ..	16.00
Outreach Aide	Range 001	Entry Level.....	8.50
(HRNBU14)	Range 002	Intermediate	9.00
	Range 003	.....	9.50
	Range 004	Skilled	10.00
	Range 005	.....	10.50
	Range 006	.....	11.00
	Range 007	.....	11.50
	Range 008	Advanced Level ..	12.00
	Range 009	.....	12.50
	Range 010	.....	13.00
	Range 011	.....	14.00
	Range 012	.....	15.00

South Orange County Community College District
Page 3 – NBU Salary Schedules, 2009-2010

Job Title		**Level of Service**	**Hourly Rate**
Project Specialist			
(HRNBU02)	Range 001	Entry Level.....	8.50
	Range 002	.....	9.00
	Range 003	.....	9.50
	Range 004	.....	10.50
	Range 005	.....	11.50
	Range 006	.....	12.50
	Range 007	Intermediate Level	13.00
	Range 008	Skilled Level	14.00
	Range 009	.....	15.00
	Range 010	.....	15.50
	Range 011	Advanced Level ..	16.00
	Range 012	HR app req.	18.00
	Range 013	HR app req.	20.00
Project Specialist (IT)			
(HRNBU15)	Range 001	Entry Level.....	10.00
	Range 002	.....	12.00
	Range 003	.....	15.00
	Range 004	.....	16.00
	Range 005	HR app req.	17.00
	Range 006	HR app req.	18.00
	Range 007	HR app req.	20.00
	Range 008	HR app req.	25.00
	Range 009	HR app req.	30.00
	Range 010	HR app req.	40.00
	Range 011	HR app req.	50.00
Short-Term Campus Security Officer			
(HRNBU10)	Range 001	Entry-Level	12.00
	Range 002	Intermediate Level	14.50
	Range 003	Skilled Level	15.25
	Range 004	.....	15.50
	Range 005	Advanced	16.00
	Range 006	.....	18.00
	Range 007	.....	20.00
Teacher Prep. Program (TPP)			
(HRNBU16)	Range 004	.....	10.00
	Range 005	.....	10.50
	Range 006	.....	11.00
	Range 007	.....	11.50
	Range 008	.....	12.00

South Orange County Community College District
Page 4 – NBU Salary Schedules, 2009-2010

Job Title		**Level of Service**	**Hourly Rate**
Theatre/Music/Dance (TMD) Aide (HRNBU04)	Range 001	Entry Level.....	8.50
	Range 002	Intermediate	9.00
	Range 003	.....	9.50
	Range 004	.....	10.50
	Range 005	.....	11.50
	Range 006	Skilled	12.50
	Range 007	.....	13.00
	Range 008	.....	14.00
	Range 009	.....	15.00
	Range 010	.....	15.50
	Range 011	Advanced Level ..	16.00
	Range 012	HR app. req.	18.00
	Range 013	HR app. req	20.00

South Orange County Community College District
Page 5 – NBU Salary Schedules, 2009-2010

STUDENT HELP/WORK-STUDY:

Job Title		Level of Service	Hourly Rate
Student Help (12 Units Fall/Spring; 6 summer)			
(HRNBU07)	Range 001	Entry Level.....	8.50
	Range 002	Intermediate	9.00
	Range 003	.....	9.50
	Range 004	Skilled	10.00
	Range 005	.....	10.50
	Range 006	.....	11.00
	Range 007	.....	11.50
	Range 008	Advanced Level ..	12.00
	Range 009	.....	12.50
	Range 010	.....	13.00
	Range 011	.....	14.00
	Range 012	.....	15.00
Work-Study (EOPS; FWS; CalWorks)			
(HRNBU07)	Range 001	Entry Level.....	8.50
	Range 002	Intermediate	9.00
	Range 003	.....	9.50
	Range 004	Skilled Level	10.00
	Range 005	.....	10.50
	Range 006	.....	11.00
	Range 007	.....	11.50
	Range 008	Advanced Level ..	12.00

NBU, Short Term Revision: 08-01-07; Approved 08-27-07
NBU, Short Term Revision: 05-08-08; Approved 05-22-08
NBU, Short Term Revision: 07-21-09; Approved

South Orange County Community College District
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PROFESSIONAL EXPERT SALARY SCHEDULE

Non-Bargaining Unit Professional Experts are employed on a temporary basis for a specific project, regardless of length of employment and are not considered part of the classified bargaining unit, as outlined in California Education Code 88003.

Job Title			Hourly Rate
CACT Educator (HRNBU03)	Range 001		68.89
Certified Test Proctor (HRNBU03)	Range 001	Entry	9.50
	Range 002	Intermediate	10.50
	Range 003	Skilled	11.50
	Range 004	Advanced	12.50
Clinical Skills Specialist (HRNBU03)	Range 001	Entry	15.00
	Range 002	Intermediate	20.00
	Range 003	Skilled	25.00
	Range 004	Senior	30.00
Copywriter (HRNBU03)	Range 001		65.00
	Range 002		75.00
	Range 003		85.00
Interpreter I	Range 001	Entry 13.00	
Interpreter II	Range 001	Intermediate	16.00
Interpreter III	Range 001	Skilled – Interp. Training Prog.	25.00
Interpreter IV (HRNBU18)	Range 001	RID/ NAD 3/NIC/EIPA 4.0/Equiv. exp.	30.00
	Range 002	RID/ NAD 4/NIC/EIPA 5.0	35.00
	Range 003	RID/ NAD 4/NIC Adv./+5 yrs exp.	38.00
	Range 004	RID/ NAD 4/NIC Adv./+10 yrs exp.	42.00
Interpreter V (HRNBU18)	Range 001	RID/NAD 5/NIC Master	45.00
Lead Interpreter (HRNBU18)	Range 001		50.00
Model, Professional (HRNBU03)	Range 001	Entry	18.00
	Range 002	Intermediate	19.00
	Range 003		20.00
	Range 004		22.00
	Range 005	Skilled	25.00
Tutor*** (HRNBU03)	Range 001	Entry	8.50
	Range 002	Intermediate	9.00
	Range 003		9.50
	Range 004	Skilled	10.00
	Range 005		10.50
	Range 006		11.00
	Range 007		11.50
	Range 008	Advanced	12.00

*** (Possession of AA degree in subject area, or equivalent experience)

South Orange County Community College District
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COMMUNITY EDUCATION EXPERTS:

Job Title			Hourly Rate
Aquatics Aide (Live Scan Required)			
(HRNBU05)	Range 001	Entry	8.50
	Range 002		9.00
	Range 003	Intermediate	9.50
	Range 004		10.00
Sr. Lifeguard (Live Scan Required)			
(HRNBU05)	Range 001	Entry	10.50
	Range 002		11.00
	Range 003	Intermediate	11.50
	Range 004		12.00
	Range 005	Skilled	12.50
	Range 006		13.00
	Range 007	Advanced	13.50
	Range 008		14.00
	Range 009		14.50
	Range 010		15.00
	Range 011		16.00
Recreation Aide (Live Scan Required)			
(HRNBU05)	Range 001	Entry	8.50
	Range 002	Intermediate	9.00
	Range 003	Skilled	9.50
	Range 004	Advanced	10.00
Recreation Leader (Live Scan Required)			
(HRNBU05)	Range 001	Entry	10.50
	Range 002		11.00
	Range 003		11.50
	Range 004	Intermediate	12.00
	Range 005		12.50
	Range 006		13.00
	Range 007		13.50
	Range 008	Skilled	14.00
	Range 009		14.50
	Range 010		15.00
	Range 011	Advanced	20.00
	Range 012	HR approval req.	28.00
	Range 013	HR approval req.	30.00
Community and Contract Education (Live Scan req.) (HRNBU05)			Salary Specified in Community Education Service Agreement

NBU, Prof. Expert Revision: 01-26-09; Approved 02/23/09
NBU, Prof. Expert Revision: 04-08-09; Approved 04/27/09

EXHIBIT D

ACADEMIC ASSIGNED WORK DAYS

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ESTIMATED ACADEMIC ASSIGNED WORK DAYS
FOR 2010/11 FISCAL YEAR

ASSIGNED WORKDAYS	DESCRIPTION
198	*Assistant Football Coach*
195	**Counselor**
198	Head Baseball Coach
198	Head Basketball Coach
194	Head Cross Country
198	Head Football Coach
194	**Head Golf Coach**
194	Head Men's Volleyball Coach
198	Head Soccer Coach
198	Head Softball Coach
194	Head Tennis Coach
194	Head Women's Volleyball Coach
178	Instructor
194	Instrumental Music Instructor
195	Learning Disabilities Specialist
178	Librarian - 36 hour work week
195	Matriculation Coordinator
47 (Estimate)	Paramedic Program Course Director (Revised Every Year)
187	Vocal Music Instructor
198	Assistant Baseball Coach
194	Head Badminton Coach
187	Pep Squad Advisor
198	Head Swimming Coach
198	Head Track Coach
194	Head Water Polo

Per Academic Master Agreement 2007-2010
Laura Abrams Feb. 2010

EXHIBIT E

EMPLOYEE COST WORKSHEET

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
EMPLOYEE COST WORKSHEET

Employee Name _____ Position _____

A. Annual Salary

Base Salary:
Schedule _____ Step _____ Range _____
% of Assignment _____ # of Months _____
(Salary from Schedule) x (% of Assignment x# of Month) $ _____
Longevity (classified only)@ _____% of Annual Salary $ _____
Shift Differential (Class only)@ _____ % of Annual Salary $ _____
Doctorate Stipend (academic only) $ _____
Extra Duty Days (academic only) $ _____
Total Salary $ _____

B. Benefit Costs

1) State Teachers' Retirement System (STRS)
All Academic Employees
8.25% x Annual Earnings $ _____

2) Public Employees Retirement System (PERS)
All Classified Employees Employed 50% or More FTE
10.707% x Annual Salary $ _____

3) Social Security (OASDI)
All Employees Except Those Contributing to State Teachers' Retirement System
6.20% x Annual Salary to a Maximum of $106,800 $ _____

4) Medicare
All Employees Hired After 4/1/86
1.45% x Annual Salary $ _____

5) Unemployment Insurance
All Employees
.72% of Annual Salary $ _____

6) Workers' Compensation
All Employees
$1.73/$100 Gross Earnings $ _____

7) Health and Welfare Costs

g)	Academic Administrators	$19,048 per year
h)	Board Members	$18,639 per year
i)	CSEA	$18,567 per year
j)	Classified Manager	$18,901 per year
k)	Faculty	$18,838 per year
l)	POA	$18,465 per year

Total Cost = Total Salary Plus Benefit Cost $ _____

EXHIBIT F

CHARTS OF ACCOUNTS

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CHART OF ACCOUNTS

Funds - Used to identify sources and uses of resources aggregated essentially for the same purpose.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Fund Number	Description
01	General Fund
07	Community Education Fund - IVC
09	Community Education Fund - SC
12	Child Development Fund
15	Golf Driving Range
40	Capital Outlay Fund
52	COPS Capital Lease Payments Fund
68	Self-Insurance Fund
71	Retiree Benefit Fund
72	Retiree (OPEB) Trust Fund
73	Saddleback Foundation
74	Irvine Valley College Foundation
75	District Foundation
76	ATEP Foundation
84	Student Financial Aid Fund
95	Associated Student Government - Saddleback College
96	Associated Student Government - Irvine Valley College
99	District Depository

CHART OF ACCOUNTS

Objects - Used to identify classification of expenditures for all activities.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

ACADEMIC SALARIES

Full-time Classroom and Non-Classroom Faculty

1111 Regular Classroom Faculty, Contract Assignments
1211 Regular Non-Classroom Faculty, Contract Assignments

Full-time Administrators

1221 Regular Academic Administrators, Contract Assignments

Part-time, Overload, Summer Classroom and Non-Classroom Faculty

1312 Temporary Classroom Faculty, Overload Assignments
1313 Temporary Classroom Faculty, Part-time Assignments
1314 Temporary Classroom Faculty, Summer Assignments
1315 Temporary Classroom Faculty, Stipends and Projects
1316 Temporary Classroom Faculty, Substitute Assignments
1317 Temporary Classroom Faculty, Banked Overload
1412 Temporary Non-Classroom Faculty, Overload
1413 Temporary Non-Classroom Faculty, Part-time
1414 Temporary Non-Classroom Faculty, Summer
1415 Temporary Non-Classroom Faculty, Stipends and Projects
1416 Temporary Non-Classroom Faculty, Substitute Assignments

CLASSIFIED SALARIES

Full-time Non-Instructional Classified Management and Staff

2131 Regular Classified Management (Non-Instr.), Contract Assignments
2141 Regular Clerical/Secretarial Staff (Non-Instr.), Contract Assignments
2151 Regular Technical/Paraprofessional Staff (Non-Instr.), Contract Assignments
2161 Regular Service/Maintenance Staff ((Non-Instr.), Contract Assignments
2171 Regular Skilled Craftspersons (Non-Instr.), Contract Assignments

Full-time Instructional Classified Management and Staff

2251 Regular Technical/Paraprofessional Staff (Instr.), Contract Assignments

Part-time Non-Instructional Classified Management and Staff

2333 Temporary Classified Management (Non-Instr.)
2342 Non-Instructional Classified, Overtime
2344 Non-Instruction, Comp Time Payoff
2345 Non-Instructional Classified, Stipends and Projects
2346 Non-Instructional Classified, Substitutes
2383 Temporary Short-term Staff (Non-Instr.), Hourly Assignments
2444 Instructional, Comp Time Payoff
2452 Instructional Classified, Overtime Assignments
2453 Instructional Classified, Hourly Assignments
2455 Instructional Classified, Stipends and Projects
2456 Instructional Classified, Substitutes
2483 Temporary Short-term Staff (Instructional), Hourly Assignment

FRINGE BENEFITS

3110 STRS - Instructional Staff
3120 STRS - Non-Instructional Staff
3210 PERS - Instructional Staff
3220 PERS - Non-Instructional Staff
3310 OASDI - Instructional Staff
3320 OASDI - Non-Instructional Staff
3350 Medicare - Instructional Staff
3360 Medicare - Non-Instructional Staff
3410 Health & Welfare Benefits - Classroom Faculty
3411 Health & Welfare - Classified Instructional Staff and Instructional Retirees
3412 Health & Welfare - Part-time Faculty Insurance
3420 Health & Welfare - Classified Non-Instructional Staff and Board Member
3430 Health & Welfare - Academic Non-Classroom Staff, and Retirees
3431 Health & Welfare - Administrative Annuities, Cobra, and Retirement Incentives
3510 Unemployment Insurance - Instructional Staff
3520 Unemployment Insurance - Non-Instructional Staff
3610 Work Comp - Instructional Staff
3620 Work Comp - Non-Instructional Staff
3710 Local/Alternative Retirement Systems - Instructional
3720 Local/Alternative Retirement Systems - Non-Instructional
3938 Employee Benefits - Banked OSH

BOOKS AND SUPPLIES

4200 Books/Magazine & Periodicals (Library Purchases use 6300) including subscriptions
4212 Software *(less than $200 or a useful life of less than one year)*
4300 Instruc. Supp. & Materials *(less than $200 or a useful life of less than one year)*
4344 Instructional Fee-Based Supplies
4530 Transportation Chargeback's
4580 In house duplicating, printing and graphics
4584 Fee-Based - In house duplicating and printing
4600 Non-Instruc. Supp. & Materials *(less than $200 or a useful life of less than one year)*
4610 Gasoline & Fuel
4615 Donated Supplies (Foundation)
4710 Food Supplies (Child Care & Comm. Ed. (i.e. supplies for cooking classes))
4900 Awards/Recognition (non-cash; if cash, use 7500)

OTHER OPERATING EXPENSES AND SERVICES

5153 Consultant
5163 Game Worker
5173 Lecturer/Guest Speaker
5174 Lecturer/Guest Speaker (Fee Based)
5269 Mileage Expense
5270 Conferences/Travel
5271 District Supported Community Event
5321 Royalty Fees
5374 Memberships
5411 Insurance
5508 Laundry & Dry Cleaning
5510 Trash Removal
5511 Hazardous Waste Removal
5590 Telephone

OTHER OPERATING EXPENSES AND SERVICES (Cont'd.)

5591 Electricity
5592 Natural Gas
5593 Water
5620 Rents and Leases (land, bldg. equip. & transporation)
5650 Equipment Repair
5651 Equipment Maintenance Agreements
5691 Field Trips/Tours
5705 Trustee Election
5707 Fiscal Audit
5721 Legal Fees
5722 Mandatory Assessments
5810 Contracted Printing - Off campus
5811 Contract Services
5812 Contract Svcs.-Software Licensing, Maint./Internet Access/Online Svcs
5813 Note Takers (Assurance plans - include sales tax)
5814 Contract Services (Fee)
5815 Depreciation (Dist Bus Svcs use only)
5820 Fingerprinting/Medical & Health Care Services
5821 General Fees/Fee Allowances
5822 Employee Enrollment Fee Reimbursement
5825 Other Operating Exp. & Services (including cash awards for non-students & non-profit org. - e.g.
5830 Advertising
5840 Postage
5891 Indirect Charges
5899 Self-Insurance Claims
5900 Grants/Sub Award Allocations
5999 Allocated but not distributed

CAPITAL OUTLAY

6120 Site Improvement-Contract Svcs
6121 Site Improvement-Plan Check Fees
6122 Site Improvement-Bidding/Advertising
6123 Site Improvement-Surveys
6124 Site Improvement-Inspection
6125 Site Improvement-Engineering Fees
6126 Site Improvement-Architect Fees
6127 Site Improvement-Soil Testing
6128 Site Improvement-Material Testing
6129 Site Improvement-Contingency
6220 Buildings-Contract Services
6221 Buildings-Plan Check Fees
6222 Buildings-Bidding/Advertising
6223 Buildings-Surveys
6224 Buildings-Inspection
6225 Buildings-Engineering Fees
6226 Buildings-Architect Fees
6227 Buildings-Material Testing
6228 Buildings-Telecommunications
6229 Reserve for Basic Aid Project
6299 Buildings-Contingency
6300 Library Books/Magazine & Periodicals
6410 New Equipment *($200 or more with a useful life of more than one year)*
6411 New Equipment - Technology
6412 Software *($200 or more with a useful life of more than one year)*

CAPITAL OUTLAY (Cont'd.)

6415 Donated Equipment (Foundation)
6430 Equipment Lease/Purchase
6440 Technology - Contract Services

OTHER OUTGO

7100 Debt Retirement
7390 Interfund Transfers Out
7400 Other Transfers (intrafund transfers)
7500 Student Financial Aid - Includes Scholarships Reported on 1098's
7600 Other Payments to Students (non-cash assistance)
7900 Contingency

FEDERAL REVENUE

8120 Higher Education Act
8150 Student Financial Aid
8170 Vocational and Applied Technology Education Act (VATEA)
8190 Other Federal Rev. ARRA
8199 Other Federal Revenue

STATE REVENUE

8612 State General Apportionments
8619 Other General Apportionments
8620 Categorical Apportionments
8622 Extended Opportunity Programs and Services (EOPS)
8623 Disabled Students Programs and Services (DSPS)
8629 Other Categorical Apportionments
8651 Community College Construction Act
8652 Scheduled Maintenance
8659 Other Categorical Program Allowances
8672 Homeowner's Property Tax Relief
8673 Timber Yield Tax
8681 State Lottery Proceeds
8690 Other State Revenues
8691 State Mandated Costs
8699 Other Miscellaneous State Revenues

LOCAL REVENUE

8811 Tax Allocation, Secured Roll
8812 Tax Allocation, Supplemental Roll
8813 Tax Allocation, Unsecured Roll
8816 Prior Years Taxes
8820 Contributions, Donations, Gifts, Grants, and Endowments
8821 In Kind Donations (Foundation) (Donations of goods/services instead of cash)
8830 Contract Services
8831 Contract Instructional Services
8839 All Other Contract Services
8840 Sales and Commissions
8841 Advertising Sales
8844 ASB Card Sales
8845 ASG Vending Machines/Foundation
8846 Sale of Programs and Publications

LOCAL REVENUE (Cont'd.)

8847	Bookstore Sales and Commissions
8848	Food Service Sales and Commissions
8849	Other Sales
8850	Rentals and Leases
8860	Interest and Investment Income
8861	Market Fluctuations
8862	Gains and Losses on Investments
8871	Child Development Services
8872	Community Services Classes
8874	Enrollment
8875	Field Trips and Use of Non-District Facilities
8876	Health Services
8877	Instr Materials Fees
8879	Student Records Fees
8880	Nonresident Tuition
8881	Parking Services and Public Transportation
8889	Other Student Fees and Charges
8890	Other Local Revenue
8891	Parking Fines
8892	Employer Contributions

OTHER FINANCING SOURCES

8940	Proceeds of General Long-Term Debt
8980	Incoming Transfers
8981	Interfund Transfers In
8982	Other Incoming Transfers
8990	Beginning Balances
8991	Beginning Balance Offset

Sub-Funds - Used to segregate different sources and uses of resources within a fund.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

General Fund Sub-Fund Number	Description
0	Unrestricted funds
1	Restricted funds
2	Restricted Carry-over funds

CAPITAL OUTLAY FUND

Projects - Used to identify restricted activities such as grants and contracts, capital projects, categorically-funded programs, legally restricted activities, etc.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Project Number	Fund Number	Description
426	40	2001/02 Hazardous Substance - IVC Replacement Bldg. 200 Ph 1
427	40	2003/04 Hazardous Substance - IVC - Replace Lab Workstation
430	40	Scheduled Maintenance - Project PE Roof and Utility Retro Fit
475	40	SC Cogeneration Plant/Payments
476	40	IVC Energy Conservation Measures
477	40	SJC - Central "Original"
478	40	San Juan Capistrano Original Central S/B 478
487	40	San Juan Capistrano Basic Aid Red Payment
488	40	San Juan Capistrano Redevelopment
489	40	City of Santa Ana Redevelopment
493	40	City of Mission Viejo Redevelopment
494	40	City of Lake Forest Redevelopment
496	40	San Clemente Area 1
495	40	Parking Project - General
497	40	Irvine - Great Park Redevelopment
498	40	Tustin MCAS Redevelopment
499	40	Orange County Redevelopment

Project	Fund	Description
General Funds		
600	01	Retiree Benefit Current Year Service Liability
600	01	Retiree Benefit Past Service Liability
600	01	College/District Contributions for Debt Retirement
600	01	Debt Retirement Contribution
601	01	ATEP Operating Budget
602	01	SOCCCD: Fiscal and HR Systems Repl.
603	01	SOCCCD: Legislative Advocacy Services - Basic Aid
604	01	SOCCCD: One time Investment in Enrollment Management
605	01	2005/06 Technology Program
606	01	Instructional Equipment Allocation
607	01	2006/07 Technology Refresh
608	01	Staffing & Equipment Program Development
609	01	Early College Program
637	01	Replace HR & Budget Dev Systems
Capital Outlay		
604	40	SOCCCD: One Time Investment in Enrollment Management
613	40	IVC Replace Main Water Values
614	40	IVC Replace Nat Gas Piping in A & B Quads
615	40	IVC Repair Brick Facades
616	40	IVC SSC HVAC System
617	40	IVC Landscaping at PAC & BTC
618	40	IVC Performing Arts Center
619	40	IVC Utility Services Project
620	40	SC Building Repairs - TAS Building
621	40	SC Building Repairs - Math, Science, Engineering Building
622	40	IVC Fine Arts Building
623	40	SC Science Building (M/S/E Annex)
624	40	SC Village Expansion Project
629	40	SOCCCD I.T. Proj SC/IVC/ATEP Instruction & Student Services
630	40	SC Hire Consultant for Parking/Traffic Study
631	40	IVC Maintenance and Police Facility
632	40	SOCCCD: Hire Consultant for District Educational and Facilities Master Plan
633	40	SC Mold Abatement and Air Quality Improvements
634	40	2004/05 College Scheduled Maintenance Projects
635	40	SC Temporary Classroom Facilities: Hire Architect
636	40	College Scheduled Maintenance Projects
638	40	IVC Remove/Relocate Maint., Police, Whse.
639	40	Replace Districtwide Student Information Systesm
640	40	IVC Site Preparation for Modular Classrooms
641	40	IVC Science Lab Addition & Remodel
642	40	IVC A-300 Bldg. Remodel
643	40	SC McKinney Theater Restroom Remodel
644	40	ATEP Utilities for Hangar & Chapel
645	40	ATEP Negotiations
646	40	ATEP Development
647	40	ATEP Parking Lot Renovation
660	40	Campus Appearance Improvement
670	40	SC Bridge Replacement
671	40	Technology Needs for IVC, SC & District
675	40	MSE Plaza Repair
676	40	SC Loop Road
677	40	SC Health Science/District Office Building
678	40	SC-Renovate Math Sci Engineering Bldg
679	40	SC Golf Driving Range Net Replacement
680	40	SC Science/Applied Science Bldg.
681	40	SC Building Repairs - Library Remodel
682	40	IVC Floor Repairs

GENERAL FUND

Projects - Used to identify restricted activities such as grants and contracts, capital projects, categorically-funded programs, legally restricted activities, etc.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Project	Fund	Description
100 **FEDERAL PROJECTS**		
002	01	Tech Prep
004	01	College Work Study (CWS)
006	01	VTEA Perkins Title I-C
033	01	TANF
040	01	Financial Aid Administrative Allowance
090	01	Medical Lab Tech Program Development expires 12/31/10
096	01	Fostering Student Success Nursing Grant
100	01	NSF Rapid Tech
109	01	CA Community Colleges Initiative for Egypt expires 6/30/10
200 **STATE PROJECTS**		
020	01	Staff Development
021	01	BFAP Administrative Special Program Allowance
022	01	CARE
023	01	EOPS
024	01	DSP&S
025	01	Pre 07/08 Instructional Equipment & Library Materials - on going
026	01	CalWORKs
027	01	CalWORKs Regional Efforts Allocation
029	01	Telecommunications and Technology Infrastructure Program
030	01	Credit Matriculation
031	01	Non-Credit Matriculation
034	01	Equal Employment Opportunity Fund (Faculty & Staff Diversity)
035	01	State Block Grant
036	01	06/07 Scheduled Maintenance & Repairs - on going
038	01	Articulation Certification Expenses
039	01	C.A.C.T.
069	01	Foster and Kinshipcare Education
071	01	Transfer and Articulation
074	01	Lottery Restricted
087	01	Part-Time Faculty Compensation Fund
089	01	07/08 Enrollment Growth for AA Degree Nursing
200	01	Transfer Counselor Website/Leadership Center
201	01	Basic Skills - 05/06 Redirected Funds
203	01	Teacher Preparation Pipeline Grant - IVC
205	01	Basic Skills - 2007/08 Allocation expires 6/30/10
207	01	Basic Skills - 2008/09 Allocation expires 6/30/10
208	01	Equipment for Nursing & Allied Health Program ends 9/30/09
209	01	Career Tech Education Community Collaboration ends 12/31/09
210	01	SB1133 Settle-Up Funds - expires 6/30/2010
213	01	08/09 Teacher Prep Pipelins Grant #07-0095-03 SC ends 2/28/10
215	01	Environmental Design & Compliance
217	01	Basic Skills - 2009/10 Allocation expires 6/30/12
219	01	CTE Comm Collaborative #08-142-890 SC ends 6/30/10
223	01	09/10 Tcr Prep Pipeline SC Grant #09-090-008 ends 6/30/10 IVC Grant #08-096-007 ends 3/31/10
228	01	08/09 Instructional Equipment - expires 6/30/2010
229	01	08/09 Scheduled Maintenance & Repairs - expires 6/30/2010
234	01	END Faculty Entrepreneurship
235	01	Health Information Tech

STATE PROJECTS (cont'd)

230	01	09/10 Instructional Eqt expires 6/30/2011
231	01	09/10 Sched Mnt & Repairs expires 06/30/2011
236	01	06/07 Scheduled Maintenance Special Repairs - One Time
241	01	CTE Community Collaborative Supplemental ends 2/29/2012
242	01	Work Based Learning Adv Comm
243	01	CTE Career Dvt Work-Based Learning Linkages
249	01	CTE 09-10 Supl 09-140-890 ends 2/29/2012
250	01	MAP Feasibility Study
253	01	CTE WBL RFA#09-034-001
289	01	2008-10 Enrollment Growth for AA Degree Nursing ends 12/31/09

300 **LOCAL PROGRAMS**

007	01	ASG Administration
008	01	Business Science Contract Education
010	01	C.A.C.T. Workforce Development
015	01	Golf Driving Range
044	01	Community Education
045	01	Capital Outlay
046	01	Health Fee Services (Restricted)
050	01	Parking Fee Services
053	01	New Media/Multimedia/Entertainment Center
055	01	E.S.A. Saddleback Coll (Restricted)
060	01	Cal-State Fullerton
061	01	Hoag Memorial Hospital Agreement
075	01	Mission Hospital Agreement
086	01	Saddleback Memorial Hospital Agreement
088	01	Fostering Student Success Grant Match
300	01	SC Fitness Center Membership
316	01	Tech Prep Regional Consortium Sub-Award
322	01	C.A.C.T. Op-Tech
326	01	CCCD CTE Community Collaborative

NON-RESTRICTED PROGRAM NUMBERS

099	01	Project Holding Accounts/Grant-Funded Insurance

<u>OTHER FUNDS</u>

LOCAL PROGRAMS

001	12	Child Development Training Consortium
044	07	Community Education
044	09	Community Education
047	07	Industry-Funded ESA's Irvine Valley College
048	07	IVC Testing Center

FEDERAL PROGRAMS

STATE PROGRAMS

Location - Used to identify accounting activities by major locations.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Code	Description
1	Saddleback College
4	Irvine Valley College
6	One Time Revenue Including Basic Aid Receipts
7	District Services
8	Advanced Technology and Education Park
9	Reserve Accounts

Division - Used to identify major organization or activity units of the college.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Number	Description
RESERVES	
000	Unallocated Reserves
001	Allocated Reserves
DISTRICT ADMINISTRATIVE OFFICES	
010	Office of the Governing Board
011	Office of the Chancellor
012	Technology Learning Services
013	Office of Administrative and Business Services
014	Office of Human Resources
015	Office of Information Technology
016	Office of Advanced Technology and Education Park
OPERATING SITE: ADMINISTRATIVE OFFICES	
020	Office of the President
021	Office of Physical Plant
022	Office of Instruction
023	Office of the Academic Senate
024	Office of Student Services
025	Office of College Fiscal Services
026	Office of Financial Aid
030	Office of Admissions, Records and Student Services
031	Office of Community Education and Contract Education
032	Office of Continuing Education
033	Office of Outreach and Community Relations
034	Office of Safety and Security
035	Office of Special Programs and Services
036	Office of Student Development
037	Office of Library Services
038	Office of College Publications
039	Office of College Foundation
040	Office of College Technology
041	Technology Services
042	Office of Economic and Resource Development
043	Office of Planning, Research & Grants
SADDLEBACK COLLEGE ACADEMIC DIVISIONS	
050	Division of Business Science, Vocational Ed and Economic Development
051	Division of Counseling Services and Special Programs
052	Division of Advanced Technology and Applied Sciences
053	Division of Liberal Arts and Learning Resources
054	Division of Health, Human Services
055	Division of Fine Arts
056	Division of Math, Science and Engineering
057	Division of Physical Education and Athletics
058	Division of Social and Behavioral Sciences
070	School of Fine Arts

IRVINE VALLEY COLLEGE ACADEMIC SCHOOLS

073	School of Guidance and Counseling
074	School of Humanities and Languages
075	Computer Learning Center
076	School of Life Sciences and Technologies
077	School of Health Sciences, Physical Education and Athletics
078	School of Physical Sciences and Technologies
079	School of Social and Behavioral Sciences
080	Office of Career Technical Education
081	School of Mathematics, Computer Sciences and Engineering

ATEP ACADEMIC DIVISIONS

100	SC - ATEP Courses
400	IVC - ATEP Courses

Department - Used to identify organizationally related sub-units within a division for reporting and aggregation of fiscal activities locally.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Department Number	Description
000	Administration
ACADEMIC DEPARTMENTS	
001	Accounting and Finance
002	Administration of Justice (IVC)
003	Applied Psychology
004	Architecture & Drafting (SC)
005	Art
006	Athletics
007	Automotive Technology (SC)
008	Biology
009	Business and Management
010	Chemistry
011	Communication Arts
012	Computer Information Management/Technology
013	Photography
014	Computer Science
015	Computer Learning Center (IVC)
016	Construction Technology (SC)
017	Consumer and Family Resources (SC)
018	Cosmetology (SC)
019	Drafting (IVC)
020	Exercise Physiology (IVC)
021	Electronics
022	Emeritus Institute
023	Engineering (SC)
024	English
025	English as a Second Language
026	Environmental Studies (SC)
027	Fine Arts (IVC)
028	Foreign Languages
029	Geology (IVC)
030	Graphic Communications
031	Health & Nutrition (IVC)
032	Health & Recreation (SC)
033	Health Sciences (SC)
034	History, Humanities, and Philosophy (IVC)
035	Horticulture (SC)
036	Human Development (SC)
037	Human Services (SC)
038	Humanities
039	Writing Center (IVC)
040	Reading Center
041	Journalism
042	Legal Assisting Program (SC)
043	Manufacturing Technology
044	Marine Technology
045	Mathematics

ACADEMIC DEPARTMENTS (Cont'd.)

046	Music
047	Office Management (IVC)
048	Office of Information Systems (SC)
049	Physical Education
050	Physical Sciences
051	Psychology
052	Real Estate
053	Social Sciences
055	Speech
056	Theatre Arts
057	Travel Services (SC)
058	Women's Studies (IVC)
059	Geography (IVC)
060	CACT (ATEP)
061	Innovation Technology Center

ADMINISTRATIVE DEPARTMENTS

062	Transportation Services
063	Adult Opportunity Center (SC)
064	Fiscal Services (Dist)
065	Career Guidance Center (SC)
066	Career/Placement Center
067	Children's Center
068	College Budget Administration
069	Performing Arts (IVC)
070	College/District Foundation
071	Graphic Services (SC)
072	International Students Center
073	College Publications
074	Counseling
075	Disabled Students Programs and Services
076	Duplicating Services
077	Educational Opportunity Programs and Services
078	Facilities: Custodial Services
079	Facilities: Grounds Upkeep
080	Facilities: Maintenance, Operations and Support Services
081	Facilities: Swimming School
082	Facilities: Utilities
083	Financial Aid
084	Fine Arts Productions
085	Learning Assistance Program
086	Transfer Center
087	Library Services
088	Media Services
089	Parking Services
090	Human Resources (Dist)
091	Public Information
092	Facilities Planning and Purchasing (Dist)
093	Special Projects/Grants (IVC)
094	Student Health Center
095	Research, Planning, and Grants
096	Matriculation (SC)
097	Distance Education (SC)
098	Risk Management
099	Other Instructional
100	Outreach and Community Relations
101	Deaf and Hard of Hearing (SC)
102	Facilities Planning (Dist)

TOPS/ACTIVITY-

Used to identify state required reporting of sub-units within a division. TOPS codes relate to Instructional activities only. Activity codes encompass all support services.

XX-XXXX-X-XXX-X-XXX-XXX-XXXX

Number	Description
ACADEMIC PROGRAMS (0100-4999)	
0100	**Agriculture/Natural Resources**
0109	Horticulture
0115	Ecological Restoration
0200	**Architecture and Related Technologies**
0201	Architecture and Architectural Technology
0300	**Environmental Sciences and Technologies**
0301	Environmental Sciences
0302	Environmental Studies
0303	Environmental Technology
0400	**Biological Sciences**
0401	Natural Science (Biology)
0403	Microbiology
0408	Natural History
0410	Anatomy and Physiology
0500	**Business and Management**
0501	Business and Commerce, General
0502	Accounting
0504	Banking and Finance
0505	Business Administration
0506	Business Management
0508	International Business and Trade
0509	Marketing and Distribution
0511	Real Estate
0514	Office Technology/Office Computer Applications
0599	Computer Information Management
0600	**Media and Communications**
0601	Media and Communications, General
0602	Journalism
0604	Radio, Motion Picture and TV
0612	Film Studies
0614	Gaming
0699	Other Media and Communications
0700	**Information Technology**
0701	Information Technology, General
0702	Computer Information Systems
0706	Computer Science (transfer)
0707	Computer Software Development
0708	Computer Infrastructure and Support
0709	World Wide Web Administration
0799	Other Information Technology

ACADEMIC PROGRAMS (0100-4999) (Cont'd.)

0800	**Education**
0801	Education, General
0802	Educational Aide
0809	Special Education Service/Aide
0835	Physical Education and Athletics
0836	Recreation
0837	Health Education
0850	Sign Language
0860	On-Line Educator
0899	Other Education (Combative Skills)
0900	**Engineering and Industrial Technologies**
0901	Engineering, General
0934	Electronics and Electrical Technology
0936	Printing & Lithography
0945	Industrial Systems Technology and Maintenance
0948	Automotive Technology
0950	Aeronautical and Aviation Technology
0952	Construction Crafts Technology
0953	Drafting Technology
0954	Chemical Technology
0956	Manufacturing and Industrial Technology
0957	Civil and Construction Surveying/Inspection
0959	Marine Technology
1000	**Fine and Applied Arts**
1001	Fine Arts, General
1002	Art (Painting, Drawing, and Sculpture)
1004	Music (Choral, Band, etc.)
1005	Commercial Music
1006	Technical Theatre
1007	Dramatic Arts (Theatre)
1008	Dance
1009	Applied Design
1011	Photography
1012	Applied Photography
1030	Graphic Arts and Design
1099	Multimedia, Other Fine and Applied Arts
1100	**Foreign Language**
1101	Foreign Languages (General)
1102	French
1103	German
1104	Italian
1105	Spanish
1106	Russian
1107	Chinese
1108	Japanese
1111	Hebrew
1117	Korean

ACADEMIC PROGRAMS (0100-4999) (Cont'd.)

1200	**Health**
1205	Medical Lab Technician
1208	Medical Assisting
1217	Surgical Technician
1221	Pharmacy Technology
1222	Physical Therapy Assistant
1223	Health Information Technology
1230	Nursing
1239	Psychiatric Technician
1250	Emergency Medical Services
1251	Paramedic
1300	**Family and Consumer Sciences**
1301	Family and Consumer Sciences, General
1302	Interiors Design and Merchandising
1303	Fashion
1305	Child Development/Early Care and Education
1306	Nutrition, Food, and Culinary Arts
1307	Hospitality
1309	Gerontology
1399	Other Family and Consumer Sciences
1400	**Law**
1401	Law, General
1402	Paralegal
1500	**Humanities (Letters)**
1501	English (Language: College Level)
1503	Comparative Literature
1504	Classics
1506	Speech, Communication
1507	Creative Writing
1509	Philosophy
1510	Religious Studies
1599	Other Humanities
1600	**Library Science**
1601	Library Science, General
1602	Library Technician (Aide)
1700	**Mathematics**
1701	Mathematics (College Level)
1900	**Physical Sciences**
1901	Physical Sciences General
1902	Physics, General
1905	Chemistry, General
1911	Astronomy
1914	Geology
1919	Oceanography
1920	Ocean Technology
1930	Earth Science
2000	**Psychology**
2001	Psychology, General
2100	**Public and Protective Services**
2104	Human Services
2105	Administration of Justice
2199	Mental Health

ACADEMIC PROGRAMS (0100-4999) (Cont'd.)

2200	**Social Sciences**
2201	Women's Studies
2202	Anthropology/Archeology
2203	Ethnic Studies
2204	Economics
2205	History
2206	Geography
2207	Political Science
2208	Sociology
3000	**Commercial Services**
3007	Cosmetology and Barbering
3009	Travel Services and Tourism
3901	OSH
4900	**Interdisciplinary Studies**
4901	Liberal Arts & Sci., General
4903	Humanities
4930	General Studies (App. Psy., Pre-collegiate Math and Reading, ESL)
4999	Other IDS Studies (Computer Assessment)

ADMINISTRATIVE AND SUPPORT PROGRAMS (5000-9999)

5900	**Instructional Retirees' Benefits**
5900	Instructional Retirees' Benefits
6000	**Instructional Administration & Instructional Governance**
6011	Instructional Deans
6012	School/Department Chair
6021	Curriculum Development and Management
6022	Instructional Publications
6030	Academic Senate
6031	Faculty Association
6032	CSEA
6099	(Overload Banking)
6100	**Instructional Support Services**
6110	Learning Centers (non - ADA generating)
6120	Library Services
6130	Media Services
6200	**Admissions and Records**
6210	Admissions and Records
6300	**Student Counseling and Guidance**
6310	Counseling & Guidance
6320	Matriculation & Student Assessment
6330	Transfer Programs
6340	Career Guidance
6400	**Other Student Services**
6420	Disabled Student Programs and Services (DSPS)
6430	Extended Opportunity Programs and Services (EOPS)
6440	Student Health Services
6450	Student Personnel Administration
6460	Student Financial Aid Administration
6470	Student Job Placement Services
6480	Student Veterans Services
6498	Honors Program
6499	Other Student Services

ADMINISTRATIVE AND SUPPORT PROGRAMS (5000-9999) (Cont'd.)

6500	**Operations and Maintenance of Plant**
6510	Physical Plant: Building Maintenance and Repairs
6530	Physical Plant: Custodial Services
6550	Physical Plant: Grounds Maintenance and Repairs
6570	Physical Plant: Utilities
6599	Physical Plant: Other Operations & Maintenance of Plant
6600	**Planning, Policymaking and Coordination**
6610	District Administration
6620	Executive College Administration (Presidents & Vice Presidents)
6625	Learning Center Administration (ATEP)
6630	Research, Planning and Grants
6700	**General Institutional Support Services**
6710	Public Relations, Fund Raising & Community Relations
6720	Fiscal Operations
6724	Risk Management
6730	Human Resources Management
6731	Human Resources Job Fair
6732	Collective Bargaining
6740	Non-Instructional Staff - Retirees' Benefits & Incentives
6750	Staff Development
6760	Staff Diversity
6770	Insurance Holding
6771	Safety and Security
6772	Transportation Services
6773	Purchasing and Distribution
6774	Duplicating/Word Processing
6775	Graphics
6776	Facilities Planning
6780	Management Information Systems
6785	MIS - Institional Support
6790	Other General Institutional Support Services
6799	Staff Services
6800	**Community Education & Economic Development**
6820	Community Service Classes
6821	Community Education Administration
6822	Community Education Programs
6830	Community Use of Facilities
6840	Economic Development
6890	Other Community Services & Economic Development
6891	Civic Light Opera
6892	Guest Artist Series

ADMINISTRATIVE AND SUPPORT PROGRAMS (5000-9999) (Cont'd.)

6900	**Ancillary Student Services**
6910	Bookstore
6920	Children's Development Centers
6950	Parking
6951	Parking Meters
6952	Parking Permits
6953	Parking Placards
6954	Safety Office Parking Permits
6955	Parking Bail
6960	Athletics
6990	Other Ancillary Services
6991	Student Development
7000	**Auxiliary Operations**
7010	Contract Education
7090	Other Auxiliary Operations
7091	Foundation
7092	TV
7093	Radio
7100	**Physical Property & Related Acquisitions**
7100	Property and Facilities Development
7200	**Long-Term Debt & Other Financing**
7210	Long-Term Debt (COPS)
7220	Tax Revenue Anticipation Notes (TRANS)
7290	Other Financing
7300	**Transfers, Student Aid and Payments to Students**
7310	Transfers
7320	Student Aid
7390	Other Outgoing
7900	**Appropriations for Contingency (Budgetary Only)**

EXHIBIT G

ORGANIZATIONAL RELATIONSHIPS

MASTER CHART OF ACCOUNTS

DIVISION/DEPARTMENT/PROGRAM CODES and ORGANIZATIONAL RELATIONSHIPS

CENTRAL LOCATIONS

DISTRICTWIDE RESERVE ACCOUNTS

000 Unallocated Reserves
- 000 Administration
  - 0000.0 Unallocated
  - 6780.0 Management Information Systems
  - 7200.0 Long-Term Debt & Other Financing

001 Allocated Reserves
- 000 Administration
  - 6610.0 District Administration

DISTRICT SERVICES DIVISIONS AND DEPARTMENTS

010 Office of the Governing Board
- 000 Administration
  - 6610.0 District Administration
  - 6750.0 Staff Development

011 Office of the Chancellor
- 000 Administration
  - 6610.0 District Administration
  - 6890.0 Other Community Services & Economic Development
- 091 Public Information
  - 6710.0 Public Relations, Fund Raising and Community Relations
  - 6890.0 Other Community Services & Economic Development

012 Office of Technology & Learning Services
- 000 Administration
  - 6610.0 District Administration
  - 6750.0 Staff Development
- 095 Planning, Research & Grants
  - 6610.0 Administration

013 Office of Administrative & Business Services
- 000 Administration
  - 6610.0 District Administration
  - 6750.0 Staff Development
- 064 Fiscal Services
  - 6720.0 Fiscal Operations
  - 6031.0 Faculty Assoc
  - 6032.0 CSEA
  - 6750.0 Staff Development
- 092 Purchasing
  - 6773.0 Purchasing & Distribution
- 098 Risk Management
  - 6724.0 Risk Management
- 101 Facilities Planning
  - 6776.0 Facilities Planning

014 Office of Human Resources
- 000 Administration
  - 6610.0 District Administration
  - 6750.0 Staff Development
- 090 Human Resources
  - 6730.0 Human Resources Management
  - 6750.0 Staff Development
  - 6760.0 Staff Diversity

015 Office of Information Technology
- 000 Administration
  - 6750.0 Staff Development
  - 6780.0 Management Information Systems
  - 6785.0 MIS - Institutional Support

MASTER CHART OF ACCOUNTS

DIVISION/DEPARTMENT/PROGRAM CODES and ORGANIZATIONAL RELATIONSHIPS

SADDLEBACK COLLEGE

ADMINISTRATIVE DIVISIONS and DEPARTMENTS

020 Office of the President

- 000 Administration
  - 6011.0 Instructional Deans
  - 6620.0 Executive College Administration (Presidents & Vice Presidents)
  - 6630.0 Research, Planning and Grants
  - 6720.0 Fiscal Operations
  - 6750.0 Staff Development
  - 6773.0 Purchasing and Distribution
  - 6890.0 Other Community Services and Economic Development
  - 7091.0 Foundation

021 Office of Physical Plant

- 000 Administration
  - 6510.0 Physical Plant: Building Maintenance and Repair
  - 6570.0 Physical Plant: Utilities
  - 6830.0 Community Use of Facilities
- 062 Transportation Services
  - 6772.0 Transportation Services
- 078 Facilities: Custodial Services
  - 6530.0 Physical Plant: Custodial Services
- 079 Facilities: Grounds Upkeep
  - 6550.0 Physical Plant: Grounds Maintenance and Repairs
- 080 Facilities: Maintenance, Operations and Support Services
  - 6510.0 Physical Plant: Building Maintenance and Repair
- 081 Facilities: Swimming School
  - 6550.0 Physical Plant: Grounds Maintenance and Repairs

022 Office of Instruction

- 000 Administration
  - 4900.0 Interdisciplinary Studies
  - 6011.0 Instructional Deans
  - 6012.0 School/Department Chair
  - 6021.0 Curriculum Development and Management
  - 6022.0 Instructional Publications
  - 6030.0 Academic Senate
  - 6120.0 Library Services
  - 6498.0 Honors Program
  - 6620.0 Executive College Administration (Presidents & Vice Presidents)
  - 6732.0 Collective Bargaining
  - 6750.0 Staff Development
  - 6760.0 Staff Diversity
  - 6790.0 Other General Institutional Support Services
  - 6821.0 Community Education Administration
  - 6840.0 Economic Development
  - 7010.0 Contract Education
- 022 Department of Emeritus Institute
  - 0109.0 Horticulture
  - 0302.0 Environmental Studies
  - 0401.0 Natural Science (Biology)
  - 0502.0 Accounting
  - 0506.0 Business Management
  - 0602.0 Journalism
  - 0604.0 Radio, Motion Picture & Television
  - 0702.0 Computer Information Systems
  - 0799.0 Other Information Technology

022 Department of Emeritus Institute (cont'd)

- 0809.0 Special Education
- 0835.0 Physical Education and Athletics
- 0835.1 Physical Fitness and Body Movement
- 0835.8 Adapted Physical Education
- 0837.0 Health Education (Pharmacy)
- 0899.0 Combative Skills
- 1001.0 Fine Arts, General
- 1002.0 Art (Painting, Drawing, and Sculpture)
- 1004.0 Music
- 1007.0 Dramatic Arts (Theatre)
- 1009.0 Applied Design
- 1011.0 Photography
- 1012.0 Applied Photography
- 1101.0 Arabic
- 1102.0 French
- 1103.0 German
- 1104.0 Italian
- 1105.0 Spanish
- 1111.0 Hebrew
- 1303.0 Fashion
- 1305.0 Child Development/Early Care and Education
- 1306.0 Nutrition, Food, and Culinary Arts
- 1309.0 Gerontology
- 1399.0 Other Family and Consumer Sciences
- 1401.0 Law, General
- 1501.0 English (Language: College Level)
- 1503.0 Comparative Literature
- 1504.0 Classics
- 1506.0 Speech Communication
- 1507.0 Creative Writing
- 1509.0 Philosophy
- 1911.0 Astronomy
- 1914.0 Geology
- 1919.0 Oceanography
- 2104.0 Human Services
- 2201.1 Women's Studies
- 2205.0 History
- 2207.0 Political Science
- 4901.0 Liberal Arts and Science
- 4903.0 Humanities
- 4930.0 Developmental and Preparatory Education
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs

076 Duplicating Services

- 6774.0 Duplicating/Word Processing

095 Research, Planning, and Grants

- 6630.0 Research, Planning, and Grants

099 Other Instructional

- 1251.0 Paramedic
- 3901.0 OSH
- 4930.0 Developmental and Preparatory Education
- 6021.0 Curriculum Development & Management
- 6030.0 Academic Senate
- 6031.0 Faculty Association
- 6498.0 Honors Program

099 Other Instructional (cont'd)

- 6630.0 Research, Planning, and Grants
- 6732.0 Collective Bargaining

023 Office of the Academic Senate
- 000 Administration
  - 6030.0 Academic Senate
  - 6750.0 Staff Development

024 Office of Student Services
- 000 Administration
  - 6499.0 Other Student Services
  - 6620.0 Executive College Administration (Presidents & Vice Presidents)
  - 6990.0 Other Ancillary Services
  - 6991.0 Student Development
- 067 Children's Center
  - 6920.0 Children's Development Centers
- . 094 Student Health Center
  - 6440.0 Student Health Services
- 100 Outreach and Community Relations
  - 6890.0 Other Community Services and Economic Development

025 Office of College Fiscal Services
- 000 Administration
  - 4900.0 Interdisciplinary Studies
  - 5900.0 Instructional Retirees' Benefits
  - 6460.0 Student Financial Aid Administration
  - 6499.0 Other Student Services
  - 6510.0 Maintenance
  - 6570.0 Physical Plant: Utilities
  - 6599.0 Physical Plant: Other Oper. & Maint. of Plant
  - 6630.0 Research, Planning and Grants
  - 6710.0 Public Relations
  - 6720.0 Fiscal Operations
  - 6730.0 Human Resource Management
  - 6732.0 Collective Bargaining
  - 6740.0 Non-Instructional Staff - Retirees' Benefits & Incentives
  - 6750.0 Staff Development
  - 6799.0 Staff Services
  - 6830.0 Community Use of Facilities (Master Calendar)
  - 7100.0 Property and Facilities Development
  - 7200.0 Long-term Debt and Other Financing
- 068 College Budget Administration
  - 6480.0 Student Veterans Services
  - 6720.0 Fiscal Operations

026 Office of Financial Aid and Student Services
- 000 Administration
  - 6310.0 Counseling and Guidance
  - 6450.0 Student Personnel Administration
  - 6460.0 Student Financial Aid Administration
- 083 Financial Aid
  - 6460.0 Student Financial Aid Administration
  - 7320.0 Student Aid

030 Office of Admissions, Records and Student Services
- 000 Administration
  - 6210.0 Admissions and Records
- 072 International Students Center
  - 6499.0 Other Student Services

6822.0 Community Education Programs

032 Office of Continuing Education

000 Administration

6011.0 Instructional Deans

034 Office of Safety and Security

000 Administration

6771.0 Safety and Security
6920.0 Children Development Centers
6950.0 Parking
6954.0 Safety Office Parking Permits

089 Parking Services

6950.0 Parking
6951.0 Parking Meters
6952.0 Parking Permits
6953.0 Parking Placards
6954.0 Safety Office Parking Permits
6955.0 Parking Bail

036 Office of Student Development

000 Administration

6450.0 Student Personnel Administration
6499.0 Other Student Services
6550.0 Physical Plant: Grounds Maintenance and Repairs
6750.0 Staff Development
6991.0 Student Development

038 Office of College Publications

000 Administration

6011.0 Instructional Deans
6710.0 Public Relations, Fund Raising and Community Relations
6890.0 Other Community Services and Economic Development
6990.0 Other Ancillary Services

071 Graphic Services Graphics

6775.0

073 College Publications

6022.0 Instructional Publications

091 Public Information

6710.0 Public Relations, Fund Raising and Community Relations
6890.0 Other Community Services and Economic Development

039 Office of College Foundation

070 College Foundation

7091.0 Foundation

040 Office of College Technology

061 Innovation Technology Center

0799.0 Other Information Technology
6780.0 Management Information Systems
6790.0 Other General Institutional Support Services

088 Media Services

6130.0 Media Services

097 Distance Education

4930.0 General Studies

043 Office of Planning, Research & Grants

095 Research, Planning and Grants

6630.0 Research, Planning and Grants

050 Division of Business Science, Vocational Ed and Economic Development

000 Administration
- 4900.0 Instructional Programs
- 4930.0 General Studies
- 6011.0 Instructional Deans
- 6750.0 Staff Development

001 Department of Accounting and Finance
- 0502.0 Accounting
- 0502.1 Tax Studies
- 6012.0 School/Department Chairs
- 6099.0 (Overload Banking)

009 Department of Business and Management
- 0501.0 Business and Commerce, General
- 0505.0 Business Administration
- 0506.0 Business Management
- 0506.3 Management Development and Supervision
- 0506.4 Small Business and Entrepreneurship
- 0506.5 Retail Store Operations and Management
- 0508.0 International Business and Trade
- 0509.4 Marketing/Merchandising/Sales
- 6012.0 School/Department Chairs

012 Department of Information Technology
- 0614.2 Electronic Game Design
- 0614.3 Website Design and Development
- 0701.0 Information Technology, General
- 0702.1 Software Applications
- 0706.0 Computer Science (transfer)
- 0707.0 Computer Software Development
- 0708.1 Computer Networking
- 0709.0 World Wide Web Administration
- 0709.1 E-Commerce
- 0799.0 Other Information Technology
- 6012.0 School/Department Chairs

042 Department of Legal Assisting Program
- 1401.0 Law, General
- 1402.0 Paralegal

048 Department of Office of Information Systems
- 0514.0 Office Technology/Office Computer Applications

052 Department of Real Estate
- 0509.4 Marketing/Merchandising/Sales
- 0511.0 Real Estate
- 0511.1 Escrow
- 6012.0 School/Department Chairs

051 Division of Counseling Services and Special Programs

000 Administration
- 4900.0 Instructional Programs
- 6310.0 Counseling and Guidance
- 6320.0 Matriculation and Student Assessment
- 6420.0 DSPS
- 6450.0 Student Personnel Administration
- 6480.0 Student Veterans Services
- 6750.0 Staff Development

063 Department of Adult Opportunity Center
- 6499.0 Other Student Services

065 Department of Career Guidance Center
- 6499.0 Other Student Services

066 Department of Career/Placement Center
- 6470.0 Student Job Placement Services
- 6499.0 Other Student Services

074 Department of Counseling
- 4930.0 General Studies
- 6310.0 Counseling and Guidance
- 6320.0 Matriculation and Student Assessment
- 6499.0 Other Student Services

075 Department of Disabled Students Programs and Services
- 0809.2 Special Education
- 0835.8 Adopted Kinesiology
- 4930.3 Developmental and Preparatory Education
- 6310.0 Counseling and Guidance
- 6420.0 DSPS

077 Department of Educational Opportunity Programs and Services
- 6310.0 Counseling and Guidance
- 6430.0 EOPS

086 Transfer Center
- 6310.0 Counseling and Guidance

096 Department of Matriculation
- 6310.0 Counseling and Guidance
- 6320.0 Matriculation and Student Assessment

101 Deaf and Hear of Hearing (DHH)
- 0809.2 Special Education
- 4930.0 General Studies
- 6310.0 Counseling and Guidance
- 6420.0 DSPS

103 Student Veterans Services
- 6480.0 Student Veterans Services
- 6890.0 Other Community Services & Economic Development

052 Division of Advanced Technology and Applied Sciences

000 Administration
- 4900.0 Instructional Programs
- 4930.0 General Studies
- 6011.0 Instructional Deans
- 6750.0 Staff Development

004 Department of Architecture and Drafting
- 0201.0 Architecture Program
- 0201.1 Landscape Architecture
- 0953.0 Drafting Technology Program
- 0957.0 Civil and Construction Management Technology
- 6012.0 School/Department Chairs

007 Department of Automotive Technology
- 0948.0 Automotive Technology
- 0950.0 Aeronautical and Aviation Technology
- 6012.0 School/Department Chairs

0952.1 Carpentry
0957.2 Construction Inspection
0957.3 Surveying
6012.0 School/Department Chairs

017 Department of Consumer and Family Resources
1301.0 Family and Consumer Sciences, General
1301.1 Consumer Services
1302.0 Interior Design and Merchandising
1303.0 Fashion
1303.1 Fashion Design
1303.2 Fashion Merchandising
1306.0 Nutrition, Foods, and Culinary Arts
1399.0 Other Family and Consumer Sciences
6012.0 School/Department Chairs

018 Department of Cosmetology
3007.0 Cosmetology and Barbering

021 Department of Electronics
0934.0 Electronics and Electrical Technology
6012.0 School/Department Chairs

026 Department of Environmental Studies
0115.0 Natural Resources
0301.0 Environmental Science
0302.0 Environmental Studies
1901.0 Physical Sciences, General
6012.0 School/Department Chairs

030 Department of Graphic Communications
0614.6 Computer Graphics and Digital Imagery
0699.0 Other Media and Communication
0936.0 Printing and Lithography
1030.0 Graphic Art and Design
6012.0 School/Department Chairs

035 Department of Horticulture
0109.0 Horticulture
0109.1 Landscape Design and Maintenance
6012.0 School/Department Chairs

043 Department of Manufacturing Technology
0956.0 Manufacturing and Industrial Technology

044 Department of Marine Technology
0959.0 Marine Science Technology
1920.0 Ocean Technology

057 Department of Travel Services
3009.0 Travel Services and Tourism

053 Division of Liberal Arts and Learning Resources

000 Administration
4900.0 Instructional Programs
4930.0 General Studies
6011.0 Instructional Deans
6750.0 Staff Development

1503.0 Comparative Literature
1504.0 Classics
4930.2 Remedial Writing Program
4930.7 Remedial Reading Program
6012.0 School/Department Chairs

025 Department of English as a Second Language
4930.8 English as a Second Language Program
6012.0 School/Department Chairs

028 Department of Foreign Languages
1101.0 Foreign Languages (General)
1102.0 French
1103.0 German
1104.0 Italian
1105.0 Spanish
1107.0 Chinese
1108.0 Japanese
1111.0 Hebrew
6012.0 School/Department Chairs

038 Department of Humanities
1504.0 Classics
1509.0 Philosophy
1599.0 Other Humanities
4901.0 Liberal Arts and Science, General
4903.0 Humanities
6012.0 School/Department Chairs

041 Department of Journalism
0602.0 Journalism
6012.0 School/Department Chairs

085 Department of Learning Assistance Program
4930.0 Basic Skills
6012.0 School/Department/Chairs
6110.0 Learning Centers (non ADA - generating)

087 Department of Library Services
0899.0 Other Education
1601.0 Library Science, General
4930.0 Basic Skills
4930.7 Reading Skills
6012.0 School/Department Chairs
6120.0 Library Services

054 Division of Health, and Human Services

000 Administration
4900.0 Instructional Programs
6011.0 Instructional Deans
6012.0 School/Department Chairs
6750.0 Staff Development

033 Department of Health Sciences
0850.1 Sign Language
1205.0 Medical Lab Technician
1205.1 Phlebotomy
1208.0 Medical Assisting
1208.1 Clinical Medical Assisting
1208.2 Administrative Medical Assisting
1221.0 Pharmacy Technology
1230.0 Nursing

1230.2 Licensed Vocational Nursing
1239.0 Psyshiatric Technician
1250.0 Emergency Medical Services
1251.0 Paramedic
1299.0 Other Health Occupations
1309.0 Gerontology
2104.0 Human Services
6011.0 Instructional Deans
6012.0 School/Department Chairs

037 Department of Human Services
0899.0 Other Education
1309.0 Gerontology
2104.0 Human Services
2104.4 Alcohol and Controlled Substances
2105.0 Administration of Justice
2105.1 Corrections
6012.0 School/Department Chairs

055 Division of Fine Arts and Media Technology

000 Administration
4900.0 Instructional Programs
6011.0 Instructional Deans
6710.0 Public Relations, Fund Raising, and Community Relations
6750.0 Staff Development
6890.0 Other Community Services and Economic Development
6891.0 Civic Light Opera
6892.0 Guest Artist Series

005 Department of Art
1001.0 Fine Arts, General
1002.0 Art (Painting, Drawing, and Sculpture)
6012.0 School/Department Chairs

011 Department of Communication Arts
0601.0 Media and Communications, General
0604.0 Radio/Motion Picture and TV
0612.2 Film Production
0614.0 Digital Media
6012.0 School/Department Chairs
6130.0 Media Services
7092.0 TV
7093.0 Radio

013 Department of Photography
1011.0 Photography

046 Department of Music
1004.0 Performance (Choral, Band, etc.)
6012.0 School/Department Chairs

055 Department of Speech
1506.0 Speech Communication
6012.0 School/Department Chairs

056 Department of Theatre Arts
1006.0 Technical Theatre
1007.0 Dramatic Arts (Theatre)
6012.0 School/Department Chairs
6891.0 Civic Light Opera
6892.0 Guest Artist Series

084 Department of Fine Arts Productions
1001.0 Fine Arts, General
6891.0 Civic Light Opera
6892.0 Guest Artist Series

4900.0 Instructional Programs
6011.0 Instructional Deans
6750.0 Staff Developemt

008 Department of Biology
0401.1 Natural Science (Biology)
0403.0 Microbiology
0410.0 Anatomy and Physiology
1919.0 Oceanography
6012.0 School/Department Chairs
6099.0 (Overload Banking)

010 Department of Chemistry
1905.0 Chemistry, General
6012.0 School/Department Chairs

014 Department of Computer Science
0701.0 Information Technology, General
0706.0 Computer Science
6012.0 School/Department Chairs

023 Department of Engineering
0901.0 Engineering, General

045 Department of Mathematics
1701.0 Mathematics (College Level)
4930.4 Remedial Mathematics Program
6012.0 School/Department Chairs

050 Department of Physical Sciences
1902.0 Physics, General
1911.0 Astronomy
1914.0 Geology
6012.0 School/Department Chairs

057 Division of Physical Education and Athletics

000 Administration
4900.0 Instructional Programs
6011.0 Instructional Deans
6750.0 Staff Development

006 Department of Athletics
0835.0 Athletics
0835.5 Intercollective Athletics
6890.0 Other Community Services and Economic Development
6960.0 Athletics

032 Department of Health and Recreation
0836.0 Recreation
0837.0 Health Education

049 Department of Physical Education
0835.0 Physical Education
0836.0 Recreation
1008.0 Dance
6012.0 School/Department Chairs

058 Division of Social and Behavioral Sciences

	4900.0	Instructional Programs
	6011.0	Instructional Deans
036	Department of Human Development	
	0801.0	Education, General
	0802.0	Educational Aide
	0809.0	Special Education Service/Aide
	0860.0	On-Line Educator
	1305.0	Child Development/Early Care and Education
	1309.0	Gerontology
	6012.0	School/Department Chairs
051	Department of Psychology	
	2001.0	Psychology, General
	2201.1	Women's Studies
	6012.0	School/Department Chairs
053	Department of Social Sciences	
	2202.0	Anthropology
	2203.0	Ethnic Studies
	2204.0	Economics
	2205.0	History
	2206.0	Geography
	2206.1	Geographic Information Systems
	2207.0	Political Science
	2208.0	Sociology
	6012.0	School/Department Chairs
	6099.0	(Overload Banking)

MASTER CHART OF ACCOUNTS

DIVISION/DEPARTMENT/PROGRAM CODES and ORGANIZATIONAL RELATIONSHIPS

IRVINE VALLEY COLLEGE

ADMINISTRATIVE DIVISIONS and DEPARTMENTS

020 Office of the President
- 000 Administration
  - 6011.0 Instructional Deans
  - 6499.0 Other Student Services
  - 6620.0 Executive College Administration (Presidents & Vice Presidents)
  - 6710.0 Public Relations, Fund Raising & Community Relations
  - 6720.0 Fiscal Operations
  - 6750.0 Staff Development
  - 6790.0 Other General Institutional Support Services
  - 6890.0 Other Community Services & Economic Development
- 070 College Foundation
  - 7091.0 Foundation
- 091 Public Information
  - 6710.0 Public Relations, Fund Raising and Community Relations
  - 6022.0 Instruction Publications
  - 6130.0 Media Services
  - 6750.0 Staff Development
  - 6890.0 Other Community Services & Economic Development
- 095 Research and Grants
  - 6630.0 Research, Planning, and Grants

021 Office of Physical Plant
- 000 Administration
  - 6510.0 Physical Plant: Building Maintenance and Repairs
  - 6570.0 Physical Plant Utilities
  - 6830.0 Community Use of Facilities
- 062 Transportation Services
  - 6772.0 Transportation Services
- 078 Facilities: Custodial Services
  - 6530.0 Physical Plant: Custodial Services
  - 6830.0 Community Use of Facilities
- 079 Facilities: Grounds Upkeep
  - 6550.0 Physical Plant: Grounds Maintenance and Repairs
  - 6830.0 Community Use of Facilities
- 080 Facilities: Maintenance, Operations and Support Services
  - 6510.0 Physical Plant: Building Maintenance and Repairs
  - 6599.0 Physical Plant: Other Operations and Maintenance of Plant
  - 6830.0 Community Use of Facilities

022 Office of Instruction
- 000 Administration
  - 4900.0 Interdisciplinary Studies
  - 4930.0 General Studies
  - 4999.0 Other IDS Studies (Computer Assessment)
  - 6012.0 School/Department Chairs
  - 6021.0 Curriculum Development & Management
  - 6498.0 Honors Program
  - 6620.0 Executive College Administration (Presidents & Vice Presidents)
  - 6750.0 Staff Development
  - 6790.0 Other General & Inst. Support
- 099 Other Instuctional
  - 3901.0 OSH
  - Others Reassigned Time

023 Office of the Academic Senate

000 Administration

6030.0 Academic Senate
6750.0 Staff Development

024 Office of Student Services

000 Administration

6320.0 Matriculation and Student Assessment
6620.0 Executive College Administration (Presidents & Vice Presidents)
6750.0 Staff Development

067 Children's Center

6920.0 Children's Development Centers

094 Student Health Center

6440.0 Student Health Services

099 Other Instructional

6750.0 Staff Development

100 Outreach and Community Relations

6890.0 Other Community Services and Economic Development

025 Office of College Fiscal Services

000 Administration

4900.0 Interdisciplinary Studies
5900.0 Instructional Retirees' Benefits
6460.0 Student Financial Aid Administration
6510.0 Physical Plant: Building Maintenance and Repairs
6570.0 Utilities
6599.0 Physical Plant: Other Operations and Maintenance of Plant
6620.0 Executive College Administration (President and Vice President)
6630.0 Research, Planning and Grants
6710.0 Public Relations, Fundraising, and Community Relations
6720.0 Fiscal Operations
6730.0 Human Resources Management
6740.0 Non-Instructional Staff - Retirees' Benefits and Incentives
6750.0 Staff Development
6773.0 Purchasing and Distribution (Switchboard)
6799.0 Staff Services
6830.0 Community Use of Facilities
7200.0 Long-Term Debt and Other Financing

062 Transportation Services

6772.0 Transportation Services

068 College Budget Administration

4900.0 Interdisciplinary Studies
6480.0 Student Veterans Services
6599.0 Physical Plant: Other Operations and Maintenance of Plant
6720.0 Fiscal Operations

082 Facilities: Utilities

6570.0 Physical Plant: Utilities

099 Others Instructional

0000.0 Unallocated
5900.0 Instructional Retirees' Benefits
6740.0 Non-Instructional Staff - Retirees' Benefits and Incentives
Others - Reassigned Time

026 Office of Financial Aid
- 083 Financial Aid
  - 6460.0 Student Financial Aid Administration

030 Office of Admissions, Records and Student Services
- 000 Administration
  - 6210.0 Admissions & Records
  - 6499.0 Other Student Services
- 072 International Students Center
  - 6499.0 Other Student Services

031 Office of Community Education and Contract Education
- 000 Administration
  - 6820.0 Community Service Classes (Industry)
  - 6821.0 Community Education Administration
  - 6822.0 Community Education Programs

034 Office of Safety and Security
- 000 Administration
  - 6771.0 Safety and Security
- 089 Parking Services
  - 6550.0 Physical Plant: Grounds Maintenance and Repairs
  - 6950.0 Parking
  - 6951.0 Parking Meters
  - 6952.0 Parking Permits
  - 6953.0 Parking Placards
  - 6954.0 Safety Office Parking Permits
  - 6955.0 Parking Bail

035 Office of Special Programs and Services
- 000 Administration
  - 6099.0 (Overload Banking)
  - 6310.0 Counseling and Guidance
  - 6460.0 Student Financial Aid Administration
- 075 Disabled Students Programs and Services
  - 6099.0 (Overload Banking)
  - 6310.0 Counseling and Guidance
  - 6420.0 DSPS
- 077 Educational Opportunity Programs and Services
  - 6099.0 (Overload Banking)
  - 6310.0 Counseling and Guidance
  - 6430.0 EOPS
  - 6460.0 Student Financial Aid Administration
  - 6499.0 Other Student Services

036 Office of Student Development
- 000 Administration
  - 6450.0 Student Personnel Administration
  - 6499.0 Other Student Services
  - 6991.0 Student Development
- 066 Career/Placement Center
  - 6470.0 Student Job Placement Services

037 Office of Library Services
- 000 Administration
  - 6011.0 Instructional Deans
- 085 Learning Assistance Program
  - 4930.0 Library Learning Assistance (from Div 073)
  - 6110.0 Learning Centers (Non-ADA generating)
- 087 Library Services
  - 0899.0 Other Education
  - 1601.0 Library Science, General
  - 4930.0 Library Learning Assistance
  - 6011.0 Instructional Deans
  - 6012.0 School/Department Chairs
  - 6120.0 Library Services

041 Technology Services

000 Administration
- 6011.0 Instructional Deans
- 6750.0 Staff Development
- 6773.0 Purchasing and Distribution (Switchboard)

061 Innovation Technology Center
- 0799.0 Other Information Technology
- 4900.0 Instructional Programs
- 6011.0 Instructional Deans
- 6110.0 Learning Centers (non - ADA generating)
- 6780.0 Management Information Systems

076 Duplicating Services
- 6774.0 Duplicating/Word Processing

088 Media
- 6130.0 Media Services

042 Office of Economic & Resource Development

093 Special Projects & Grants
- 6011.0 Instructional Deans

ACADEMIC DIVISIONS AND DEPARTMENTS

070 School of Fine Arts

000 Administration
- 1001.0
- 4900.0 Fine Arts, General
- 6011.0 Instructional Programs
- 6012.0 Instructional Deans
- School/Department Chairs

005 Department of Art
- 1001.0 Fine Art General
- 1002.0 Art (Painting, Drawing, and Sculpture)
- 4903.1 Humanities and Fine Arts

011 Department of Communication Arts
- 1011.0 Photography
- 6099.0 Overload Banking

027 Department of Fine Arts
- 1001.0 Fine Arts, General
- 1002.0 Art (Painting, Drawing and Sculpture)
- 1099.0 Multimedia

030 Department of Graphic Communications
- 1030.0 Graphic Arts and Design

046 Department of Music
- 1004.0 Music (Choral, Band, etc.)
- 1005.0 Commercial Music
- 1099.0 Multimedia or Other Fine and Applied Arts

055 Department of Speech
- 1506.0 Speech Communication
- 6099.0 Overload Banking

056 Department of Theatre Arts
- 1007.0 Dramatic Arts (Theatre)

069 Performing Arts Center
- 1001.0 Fine Arts General

084 Department of Fine Arts Productions
- 1002.0 Art (Painting, Drawing and Sculpture)
- 1004.0 Music
- 1005.0 Commercial Music (Performance)
- 1006.0 Musical Theatre

072 School of Business Sciences

000 Administration
- 4900.0 Instructional Programs
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs

001 Department of Accounting and Finance
- 0502.0 Accounting
- 0502.1 Tax Studies
- 0504.0 Banking and Finance
- 0506.0 Business Management
- 0599.0 Computer Information Management
- 6099.0 (Overload Banking)

009 Department of Business and Management
- 0506.0 Business Management
- 0506.4 Business (Small Business)
- 0508.0 International Business and Trade
- 0509.0 Marketing & Distribution

012 Department of Computer Information Management
- 0514.0 Office Technology/Office Computer Applications
- 0614.0 Digital Media
- 0701.0 Information Technology, General
- 0702.0 Computer Information Systems
- 0706.0 Computer Science
- 0707.0 Computer Software Development
- 0708.0 Computer Infrastructure and Support
- 0799.0 Other Information Technology

047 Department of Office Management
- 0514.0 Office Technology/Office Computer Applications
- 6099.0 (Overload Banking)

052 Department of Real Estate
- 0511.0 Real Estate

073 School of Guidance and Counseling

000 Administration
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs
- 6310.0 Counseling and Guidance

003 Department of Applied Psychology
- 4930.1 Applied Psychology

058 Department of Women's Studies
- 2201.1 Women's Studies

066 Career/Placement Center
- 6470.0 Student Job Placement Services

074 Department of Counseling
- 4930.1 Applied Psychology
- 6310.0 Counseling and Guidance
- 6320.0 Matriculation and Student Assessment

074 School of Humanities and Languages

000 Administration
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs
- 6022.0 Instructional Publications

074 School of Humanities and Languages (cont'd)

024 Department of English
- 1501.0 English
- 1503.0 Comparative Literature
- 1507.0 Creative Writing
- 4930.2 Remedial Writing
- 6012.0 School/Department Chairs
- 6110.0 Learning Center (non-ADA generating)
- 6320.0 Matriculation & Student Assessment

025 Department of English as a Second Language
- 4930.8 English as a Second Language
- 6099.0 (Overload Banking)

028 Department of Foreign Languages
- 0850.1 Sign Language
- 1101.0 Foreign Languages, General
- 1102.0 French
- 1105.0 Spanish
- 1107.0 Chinese
- 1108.0 Japanese
- 6012.0 School/Department Chairs

034 Department of History, Humanities, and Philosophy
- 0612.1 Film Studies
- 1509.0 Philosophy
- 2205.0 History
- 4903.0 Humanities
- 6012.0 School/Department Chairs

038 Department of Humanities
- 1510.0 Religious Studies
- 1599.0 Other Humanities

039 Department of Humanities Center
- 6110.0 Learning Centers (non - ADA generating)

040 Department of Reading Center
- 6110.0 Learning Center (non-ADA generating)

041 Department of Journalism
- 0602.0 Journalism

075 Computer Learning Center

015 Department of Computer Learning Center
- 0699.0 Graphic Communication
- 0701.0 Information Technology, General
- 0702.0 Computer Information Systems
- 0707.1 Computer Programming
- 0708.1 Computer Networking
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs
- 6110.0 Learning Centers (Non-ADA Generating)

076 School of Life Sciences and Technologies

000 Administration
- 4900.0 Instructional Programs
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs

008 Department of Biology
- 0302.0 Environmental Studies
- 0401.1 Natural Science (Biology)
- 0403.0 Microbiology
- 0408.0 Natural History
- 0410.0 Anatomy and Physiology
- 6099.0 (Overload Banking)

077 School of Health Sciences, Physical Education and Athletics

000 Administration
- 4900.0 Instructional Programs
- 0835.0 Physical Education & Athletics
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs

006 Department of Athletics
- 0835.0 Physical Education & Athletics
- 6960.0 Athletics

020 Department of Exercise Physiology
- 0835.0 Physical Education & Athletics

031 Department of Health and Nutrition
- 0837.0 Health Education

049 Department of Physical Education
- 0835.0 Physical Education & Athletics
- 1222.0 Physical Therapy Assistant
- 1223.0 Health Information Technology
- 1306.0 Nutrition and Food

078 School of Physical Sciences and Technologies

000 Administration
- 4900.0 Instructional Programs
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs

010 Department of Chemistry
- 0954.0 Chemical Technology
- 1905.0 Chemistry

021 Department of Electronics
- 0934.0 Electronic Technology

029 Department of Geology
- 1914.0 Geology
- 1930.0 Earth Science

044 Department of Marine Technology
- 1919.0 Oceanography

050 Department of Physical Sciences
- 1901.0 Physical Science, General
- 1902.0 Physics, General
- 1911.0 Astronomy

079 School of Social and Behavioral Sciences

000 Administration
- 4900.0 Instructional Programs
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs

002 Department of Administration of Justice
- 2105.0 Administration of Justice

051 Department of Psychology
- 2001.0 Psychology, General

053 Department of Social Sciences
- 1305.0 Child Development/Early Care and Education
- 2001.0 Psychology, General
- 2202.0 Anthropology
- 2203.0 Ethnic Studies
- 2204.0 Economics
- 2207.0 Political Science
- 2208.0 Sociology
- 6099.0 Overload Banking

059 Department of Geography
- 2205.0 History
- 2206.0 Geography

080 Office of Career Technical Education

000 Administration

- 4900.0 Instructional Programs
- 6011.0 Instructional Deans
- 6012.0 School/Department Chairs
- 6310.0 Counseling & Guidance (VTEA only)
- 6630.0 Research, Planning and Grants

022 Department of Emeritus Institute

- 0401.0 Natural Science (Biology)
- 0408.0 Natural History (Biology)
- 0501.0 Business and Commerce, General
- 0502.0 Accounting
- 0504.0 Banking and Finance
- 0506.0 Business Management
- 0701.0 Information Technology, General
- 0702.0 Computer Information Systems
- 0835.0 Physical Education
- 0901.0 Engineering, General
- 0924.0 Engineering Technologies, General
- 1001.0 Fine Arts, General
- 1002.0 Art (Painting, Drawing, and Sculpture)
- 1004.0 Music (Choral, Band, etc.)
- 1007.0 Dramatic Arts (Theatre)
- 1008.0 Dance
- 1009.0 Applied Design
- 1011.0 Photography
- 1303.0 Fashion
- 1306.0 Nutrition, Food, and Culinary Arts
- 1309.0 Gerontology
- 1399.0 Other Family and Consumer Sciences
- 1401.0 Law, General
- 1501.0 English (Language: College Level)
- 1507.0 Creative Writing
- 1509.0 Philosophy
- 2205.0 History
- 2207.0 Political Science
- 3901.0 OSH
- 6011.0 Instructional Dean
- 6890.0 Other Community Services & Economic Development

093 Special Projects/Grants

- 0303.0 Environmental Tech
- 0502.0 Accounting
- 0504.0 Banking and Finance
- 0708.0 Computer Information and Support
- 0835.0 PE & Athletics
- 0956.0 Manufacturing & Industrial Tech
- 1006.0 Technical Theater
- 1008.0 Dance
- 1030.0 Graphic Arts & Design
- 1099.0 Multi-Media, Other Fine & Applied Arts
- 1222.0 Physical Therapy Asst
- 1402.0 Paralegal
- 4900.0 Interdiciplinary Studies
- 6011.0 Instructional Deans
- 6021.0 Curriculum Development & Management
- 6110.0 Learning Center (non-ALX generating)
- 6310.0 Counseling & Guidance
- 6630.0 Research, Planning and Grants
- 6720.0 Fiscal Operations

MASTER CHART OF ACCOUNTS

DIVISION/DEPARTMENT/PROGRAM CODES and ORGANIZATIONAL RELATIONSHIPS

ATEP

ADMINISTRATIVE DIVISIONS and DEPARTMENTS

016 Office of Advanced Technology and Education Park
- 000 Administration
  - 6625.0 Learning Center Administration
  - 6750.0 Staff Development
- 060 CACT
  - 6771.0 Safety and Security
  - 6011.0 Instructional Deans
  - 6625.0 Learning Center Administration
  - 6820.0 Community Service Classes
  - 6840.0 Economic Development
- 061 Innovation Technology Center
  - 0799.0 Other Information Technology
  - 6780.0 Management Information Systems
- 062 Transportation Services
  - 6772.0 Transportation Services
- 070 ATEP Foundation
  - 6710.0 Public Relations, Fund Raising and Community Relations
- 078 Facilities: Custodial Services
  - 6530.0 Physical Plant: Custodial Services
- 079 Facilities: Grounds Up keep
  - 6550.0 Physical Plant: Ground Maintenance & Repairs
- 080 Facilities: Maintenance, Opertations and Support Services
  - 6510.0 Physical Plant: Bldg. Maintenance & Repairs
- 082 Facilities: Utilities
  - 6570.0 Physical Plant: Utilities
- 091 Public Information
  - 6710.0 Public Relations, Fund Raising and Community Relations
  - 6890.0 Other Community Services and Economic Development

022 Office of Instruction
- 000 Administration
  - 4900.0 Instructional Programs
  - 6011.0 Instructional Deans
  - 6022.0 Instructional Publications
  - 6310.0 Counseling & Guidance

034 Office of Safety & Security
- 000 Administration
  - 6771.0 Safety and Security
- 089 Parking Services
  - 6950.0 Parking
  - 6951.0 Parking Permits

100 SC - ATEP Courses
- 004 Department of Architecture and Drafting
  - 0953.0 Drafting Technology Program
- 005 Department of Art
  - 1002.0 Art (Painting, Drawing & Sculpture)
- 009 Department of Business Management
  - 0505.0 Business Administration
  - 0506.0 Business Management
  - 0506.4 Small Business and Enterpreneurship
  - 0509.0 Marketing/Merchandising/Sales
- 011 Department of Communication Arts
  - 0601.0 Media and Communications, General
- 012 Computer Information Management/Technology
  - 0614.3 Website Design & Development
  - 0702.1 Software Applications
  - 0799.0 Other Information Technology

024 Department of English
- 1501.0 English

025 Department of English as a Second Language
- 4930.8 English as a Second Language Program

028 Department or Foreign Languages
- 1101.0 Foreign Languages General
- 1103.0 German
- 1104.0 Italian
- 1105.0 Spanish
- 1107.0 Chinese
- 1117.3 Korean

030 Department of Graphic Communications
- 0614.6 Computer Graphics and Digital Imagery

033 Department of Health Sciences
- 1208.0 Medical Assiting
- 1230.0 Nursing
- 1221.0 Pharmacy Technology

035 Department of Horticulture
- 0109.0 Horticulture

037 Department of Human Services
- 2104.0 Human Services

038 Department of Humanities
- 1509.0 Philosophy

042 Department of Legal Assisting
- 1401.0 Law, General

050 Department of Physical Sciences
- 1911.0 Astronomy

051 Department of Psychology
- 2001.0 Psychology, General

052 Real Estate
- 0511.0 Real Estate

055 Department of Speech
- 1506.0 Speech Communication

056 Department of Theater Arts
- 1006.0 Technical Theater

400 IVC - ATEP Courses

001 Department of Accounting and Finance
- 0502.0 Accounting

005 Department of Art
- 1001.0 Fine Arts,General

008 Department of Biology
- 0408.0 Natural History

009 Department of Business Management
- 0506.0 Business Management

011 Department of Communication Arts
- 1011.0 Photography

012 Department of Computer Information Management
- 0614.0 Digital Media
- 0614.3 Web Authoring
- 0614.6 Image Editing

400 IVC - ATEP Courses (Cont'd)

022 Department of Emeritus Institute
- 0408.0 Natural History
- 0506.0 Business Management
- 0702.0 Computer Information System
- 1007.0 Dramatic Arts (Theatre)
- 1011.0 Photography
- 1506.0 Speech Communication
- 1507.0 Creative Writing
- 2207.0 Political Science

024 Department of English
- 1501.0 English

025 Department of English of Second Language
- 4930.0 General Studies

028 Department of Foreign Languages
- 1101.0 Foreign Languages, General
- 1102.0 French
- 1105.0 Spanish
- 1107.0 Chinese
- 1108.0 Japanese

030 Department of Graphic Communications
- 1030.0 Graphic Arts and Design

031 Health & Nutrition
- 0837.0 Health Education

034 Department of History, Humanities and Philosopy
- 1509.0 Philosophy
- 2205.0 History

038 Department of Humanities
- 1510.0 Religious Studies

043 Department of Math, Computer Science & Engineering
- 0956.0 Manufacturing & Industrial Technology

045 Department of Math
- 1701.0 Mathematics
- 4930.4 Remedical Mathematics

051 Department of Psychology
- 2001.0 Psychology General

053 Department of Social Science
- 2207.0 Political Science

055 Department of Speech
- 1506.0 Speech Communication

056 Department of Theatre Arts
- 1007.0 Dramatic Arts

085 Learning Assistance Program
- 4930.0 Library Learning Assistance

087 Department of Library Science
- 1601.0 Library Science, General

EXHIBIT H

MULTIPLE YEAR CONTRACT

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
MULTIPLE YEAR CONTRACTS
TIME & LEASE PURCHASES & RENTALS
2008/09 - 2012/13

VENDOR	DESCRIPTION OF PROPERTY	COMMITMENT TYPE	COMMITMENT TERM	2008/09	2009/10	2010/11	2011/12	2012/13	TOTAL AMOUNTS OWING	ACCOUNT NUMBER
California Energy Commission	IVC Energy Board Approved 11/19/03 Agenda #36 (1st Pmt. 12/22/05; Last Pmt. 6/22/19)	L/P	14 Yrs	197,274.90	197,274.90	197,274.90	197,274.90	197,274.90	986,374.50	01-7100-0-000-4-025-068-6720
City of Tustin	Sublease Tustin MCAS Approved by the Board 3/29/04 lease is on going	L		6,600.00	6,600.00	6,600.00	6,600.00	6,600.00	33,000.00	01-5620-0-000-8-016-000-6625
Mobile Modular Mgmt. Corp.	Modular Buildings at IVC Board Approved 6/26/06	L	3 Yrs	38,808.00	38,808.00				77,616.00	01-5620-0-000-4-022-000-4999
Mobile Modular Mgmt. Corp.	Modular Buildings at SC -Intrm Housing Board Approved 8/28/08	L	3 Yrs	130,766.67	156,920.00	156,920.00	26,153.33		470,760.00	01-5620-0-000-1-025-000-6720
Municipal Finance Corporation	IVC Energy Board Approved 11/19/03 Agenda #36 (1st Pmt. 3/15/04; Last Pmt. 3/15/19)	L/P	16 Yrs	196,435.70	207,424.70	213,762.45	220,227.45	226,821.20	1,064,671.50	01-7100-0-000-4-025-068-6720
Pitney-Bowes Supply	DM1000 Mailing System for the mailroom	L	5 Yrs	9,576.00					9,576.00	01-5620-0-000-7-013-092-6773
San Juan Company (Rancho Mission Viejo)	KSBR Transmitter Site ($6,050 the 1st year and 10% increase each year after)	L	5 Yrs	8,052.00	8,857.00				16,909.00	01-5620-0-000-1-052-011-0601
Xerox Corporation	Docutech 6135 Photocopier, S.C. Publications Dept., Board Approved 12/12/05 Item #57	L	5 Yrs	81,491.40	81,491.40	81,491.40			244,474.20	01-5620-0-000-1-022-076-6774
Xerox Corporation	Photocopiers, Chancellor WCP65 Human Resources WCP65 Business Services WCPS40 and Payroll WCP35H	L	5 Yrs	10,202.40 9,928.20 9,879.00 5,586.96					10,202.40 9,928.20 9,879.00 5,586.96	01-5620-0-000-7-011-000-6610 01-5620-0-000-7-014-090-6730 01-5620-0-000-7-013-064-6720
Xerox Corporation	WC7132P Printer/Scan/Fax/Finisher S/N AYX991992 Purchasing Dept.	L	5 Yrs	1,808.24	1,808.24	1,808.24	1,808.24	1,808.24	9,041.20	01-5620-0-000-7-013-092-6773
Xerox Corporation	Duplicating Equipment, SC - 15 copiers Board Approved 3/22/05 Item 25	L	5 Yrs	133,853.00	133,853.00				267,706.00	01-5620-0-000-1-022-076-6774
				840,262.47	833,037.24	657,856.99	452,063.92	432,504.34	3,215,724.96	

EXHIBIT I

MEMBERSHIP LIST

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS
2010/11

			July-09	January-10	Difference
		OFFICE OF THE GOVERNING BOARD (10)			
	10	Association of Governing Boards of Universities and Colleges	2,110.00	2,110.00	0.00
	10	Orange County School Board Association	125.00	125.00	0.00
		SUBTOTAL	2,235.00	2,235.00	0.00
		OFFICE OF THE CHANCELLOR (11)			
	11	American Association of Community Colleges	1,160.00	1,160.00	0.00
*	***11***	***Commission on Athletics***	***16,255.00***	***16,575.00***	***320.00***
*	***11***	***Community College League of California (CCLC)***	***33,022.00***	***36,238.00***	***3,216.00***
	11	League For Innovation in the Community College	600.00	600.00	0.00
	11	Orange County Business Council	5,000.00	5,000.00	0.00
		SUBTOTAL	56,037.00	59,573.00	**3,536.00**
		OFFICE OF PUBLIC INFORMATION (11)			
	11	National Council for Marketing & Public Relations (NCMPR)	350.00	350.00	0.00
	11	Orange County Public Affairs Association	50.00	50.00	0.00
	11	South Orange County Chamber of Commerce	235.00	235.00	0.00
		SUBTOTAL	635.00	635.00	0.00
		OFFICE OF TECHNOLOGY AND LEARNING SERVICES (12)			
	12	Association for Institutional Research	125.00	125.00	0.00
	12	Research and Planning Group for Calif. Comm. Colleges	350.00	350.00	0.00
	12	Society for College and University Planning	400.00	400.00	0.00
*	***12***	***The Data Warehousing Institute (TDWI)***	***1,200.00***	***1,500.00***	***300.00***
		SUBTOTAL	2,075.00	2,375.00	**300.00**
		OFFICE OF HUMAN RESOURCES (14)			
	14	Assn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/EEO)	200.00	200.00	0.00
*	***14***	***California Association of School Business Officials (CASBO)***	***786.00***	***912.00***	***126.00***
	14	Cooperative Org. for the Dev. of Employee Selection Procedures (CODESP)	1,750.00	1,750.00	0.00
	14	Equal Employment, Diversity & Equity Consortium (EEDEC)	250.00	250.00	0.00
*	***14***	***Online Collective Bargaining Database (CCLC)***	***2,500.00***	***0.00***	***-2,500.00***
	14	Public Agency Risk Managers Association (PARMA)	100.00	100.00	0.00
	14	So. Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference)	2,500.00	2,500.00	0.00
	14	So. Thirty Human Resources Consortium (Southern 30)	200.00	200.00	0.00
		SUBTOTAL	8,286.00	5,912.00	**-2,374.00**
		OFFICE OF INFORMATION TECHNOLOGY (15)			
	15	Ass. for Info. Communications Tech. Professionals in Higher Ed. (ACUTA)	1314.00	1,314.00	0.00
*	***15***	***EDUCAUSE (Professional Assoc. for Computing & Information)***	***2,600.00***	***2,780.00***	***180.00***
*	***15***	***Information Systems Security Association (ISSA)***	***135.00***	***155.00***	***20.00***
		SUBTOTAL	4,049.00	4,249.00	**200.00**
		TOTAL DISTRICT MEMBERSHIPS	**$73,317.00**	**$74,979.00**	**$1,662.00**

*** Changes from July 21, 2009**

Jan. 2010

SADDLEBACK COLLEGE MEMBERSHIPS
2010/11

			July-09	January-10	Difference
		OFFICE OF THE PRESIDENT (20)			
	20	American Association of Community Colleges (AACC)	14,000.00	14,000.00	0.00
	20	Council on Resource Development (CRD)	690.00	690.00	0.00
	20	Dana Point Chamber of Commerce	75.00	75.00	0.00
	20	Laguna Niguel Chamber	115.00	115.00	0.00
	20	Network of California Community College Foundations	350.00	350.00	0.00
	20	San Juan Capistrano Chamber of Commerce	100.00	100.00	0.00
	20	South Orange County Regional Chamber of Commerce	275.00	275.00	0.00
	20	Western Assoc. of Sch. & Coll. Accreditation Commission for Colleges	20,000.00	20,000.00	0.00
		SUBTOTAL	35,605.00	35,605.00	0.00
		OFFICE OF PHYSICAL PLANT (21)			
	21	Assn. of Physical Plant Adm. of Universities and Colleges (APPA)	960.00	960.00	0.00
		SUBTOTAL	960.00	960.00	0.00
		OFFICE OF INSTRUCTION (22)			
*	***22***	***California Community Colleges Chief Instructional Officers (CCCCIO)***	***450.00***	***600.00***	***150.00***
	22	Council for Resource Development	195.00	195.00	0.00
	22	Honors Transfer Council	75.00	75.00	0.00
	22	LA/OC Regional Consortium for Contract Education	100.00	100.00	0.00
	22	National Collegiate Honors Council	500.00	500.00	0.00
*	***22***	***The Research and Planning Group***	***350.00***	***0.00***	***-350.00***
	22	Western Regional Honors Council	50.00	50.00	0.00
		SUBTOTAL	1,720.00	1,520.00	**-200.00**
		OFFICE OF THE ACADEMIC SENATE (23)			
*	***23***	***Academic Senate for California Community Colleges***	***3,474.00***	***3,831.60***	***357.60***
		SUBTOTAL	3,474.00	3,831.60	**357.60**
		OFFICE OF STUDENT SERVICES (24)			
	24	California Community Colleges Chief Student Services Adm. Assoc.	300.00	300.00	0.00
	24	Health Services Association for California Community Colleges	75.00	75.00	0.00
	24	NAFSA (National Association of Foreign Student Advisors)	265.00	265.00	0.00
	24	National Association for the Education of Young Children	900.00	900.00	0.00
		SUBTOTAL	1,540.00	1,540.00	0.00
		OFFICE OF FINANCIAL AID & STUDENT SERVICES (26)			
*	***26***	***National Assoc. of Student Financial Aid Administrators (NASFAA)***	***1,879.00***	***2,019.00***	***140.00***
		SUBTOTAL	1,879.00	2,019.00	**140.00**
		OFFICE OF ADMISSIONS, RECORDS & STUDENT SERVICES (30)			
	30	Amer. Assoc. of Collegiate Registrars & Adm. Off. (AACRAO)	1,421.00	1,421.00	0.00
	30	Calif. Assoc. of Comm. College Registrars & Adm. Officers (CACCRAO)	200.00	200.00	0.00
	30	Consortium of So. Calif. Colleges and Universities (CSCCU)	250.00	250.00	0.00
		SUBTOTAL	1,871.00	1,871.00	0.00
		OFFICE OF COMMUNITY EDUCATION & CONTRACT EDUCATION (31)			
*	***31***	***Association of Continuing & Community Education (ACCE)***	***75.00***	***60.00***	***-15.00***
		SUBTOTAL	75.00	60.00	**-15.00**

SADDLEBACK COLLEGE MEMBERSHIPS
2010/11

			July-09	January-10	Difference
		OFFICE OF SAFETY & SECURITY (34)			
*	***34***	***California College & University Police Chief Association (CCUPCA)***	***100.00***	***125.00***	***25.00***
	34	Int'l Assoc. of Campus Law Enforcement Adm.	225.00	225.00	0.00
		SUBTOTAL	325.00	350.00	***25.00***
		OFFICE OF STUDENT DEVELOPMENT (36)			
*	***36***	***Alpha Gamma Sigma Honor Society***	***45.00***	***50.00***	***5.00***
	36	California Nurses Student Association (CNSA)	30.00	30.00	0.00
*	***36***	***Costco***	***95.00***	***0.00***	***-95.00***
	36	National Student Nurses Association (NSNA)	70.00	70.00	0.00
*	***36***	***National Wheelchair Basketball Association***	***425.00***	***0.00***	***-425.00***
*	***36***	***Phi Theta Kappa***	***45.00***	***55.00***	***10.00***
		SUBTOTAL	710.00	205.00	**-505.00**
		OFFICE OF COLLEGE PUBLIC INFORMATION (38)			
	38	National Council for Marketing and Public Relations (NCMPR)	350.00	350.00	0.00
		SUBTOTAL	350.00	350.00	0.00
		OFFICE OF PLANNING, RESEARCH & GRANTS (43)			
*	***43***	***Association for Institutional Research***	***0.00***	***250.00***	***250.00***
*	***43***	***The Research and Planning Group***	***0.00***	***350.00***	***350.00***
		SUBTOTAL	0.00	600.00	***600.00***
		DIVISION OF BUSINESS SCI., VOC. ED. & ECONOMIC DEVMT. (50)			
	50	California Association for Local Economic Development (ASTD)	80.00	80.00	0.00
	50	National Coalition of Advance Technology Centers (NCATC)	600.00	600.00	0.00
		SUBTOTAL	680.00	680.00	0.00
		DIVISION OF COUNSELING SERVICES & SPECIAL PROGRAMS (51)			
	51	American Association of Women in Community Colleges (AAWCC)	100.00	100.00	0.00
	51	Association on Higher Education & Disability (AHEAD)	260.00	260.00	0.00
	51	California Association for Postesecondary Education & Disability (CAPED)	240.00	240.00	0.00
	51	California Community College Counselors Association	15.00	15.00	0.00
	51	California Community College EOPS Association	85.00	85.00	0.00
	51	California Placement Association	125.00	125.00	0.00
	51	Cooperative Education & Internship Association	350.00	350.00	0.00
	51	National Association of Colleges and Employers (NACE)	300.00	300.00	0.00
	51	Recording for Blind and Dyslexic Program	950.00	950.00	0.00
	51	South Coast Higher Education Council (SCHEC)	50.00	50.00	0.00
	51	Southern Calif. Intersegmental Articulation Council (SCIAC)	75.00	75.00	0.00
	51	Transfer Center Directors Association	50.00	50.00	0.00
		SUBTOTAL	2,600.00	2,600.00	0.00
		DIVISION OF ADVANCED TECHNOLOGY & APPLIED SCIENCES (52)			
	52	Automotive Engine Rebuilders Association	200.00	200.00	0.00
	52	Automotive Service Council	25.00	25.00	0.00
	52	California Internship & Work Experience Assn. (CIWEA)	150.00	150.00	0.00
	52	California Native Plant Society	45.00	45.00	0.00
	52	Costume Society of America (CSA)	115.00	115.00	0.00
	52	Fashion Business, Inc. (NAME CHANGE: Fashion Bureau)	200.00	200.00	0.00
	52	International Texlile & Apparel Association (ITAA)	300.00	300.00	0.00
	52	Population Reference Bureau	39.00	39.00	0.00
*	***52***	***SP2 Safety Membership***	***0.00***	***300.00***	***300.00***

SADDLEBACK COLLEGE MEMBERSHIPS
2010/11

			July-09	January-10	Difference
		DIVISION OF ADVANCED TECHNOLOGY & APPLIED SCIENCES (52) - Cont'd			
*	***52***	***Society Conservation Biology***	***125.00***	***155.00***	***30.00***
	52	Society for Ecological Restoration-California	35.00	35.00	0.00
	52	US Green Building Council	750.00	750.00	0.00
		SUBTOTAL	1,984.00	2,314.00	**330.00**
		DIVISION OF LIBERAL ARTS & LEARNING RESOURCES (53)			
	53	Associated College Press	139.00	139.00	0.00
	53	Associated Writing Programs	395.00	395.00	0.00
	53	Association of College and Research Libraries	90.00	90.00	0.00
	53	College Media Advisors	160.00	160.00	0.00
	53	Community College Journalism Association	80.00	80.00	0.00
	53	Council of Chief Librarians	100.00	100.00	0.00
	53	English Council of California Two Year Colleges (ECCTYC)	125.00	125.00	0.00
*	***53***	***Journalism Association of Community Colleges (JACC)***	***500.00***	***800.00***	***300.00***
	53	Learning Resources Assoc. of the Calif. Community Colleges	200.00	200.00	0.00
	53	Library Orientation and Instruction Exchange (LOEX)	80.00	80.00	0.00
		SUBTOTAL	1,869.00	2,169.00	**300.00**
		DIVISION OF HEALTH, HUMAN SERVICES (54)			
	54	American Academy of Professional Coders	120.00	120.00	0.00
	54	Board of Registered Nursing	200.00	200.00	0.00
	54	California Assn. of Alcohol and Drug Abuse Counselors (CAADAC)	150.00	150.00	0.00
	54	California Association for Alcohol & Drug Educators (CAADE)	200.00	200.00	0.00
	54	CAAHEP (EMT/Paramedic)	450.00	450.00	0.00
	54	California Paramedic Program Directors	50.00	50.00	0.00
	54	CoAEMSP (Paramedic Accrediting Organization)	950.00	950.00	0.00
	54	International Association Eating Disorder Professionals (IAEDP)	250.00	250.00	0.00
	54	International Nursing Association for Clinical simulation and Learning	200.00	200.00	0.00
	54	National Association of EMS Educators	70.00	70.00	0.00
	54	National League for Nursing	1,500.00	1,500.00	0.00
	54	National League for Nursing Accrediting Commission	1,875.00	1,875.00	0.00
	54	National Organization of Associated Degree Nursing (NOADN)	400.00	400.00	0.00
	54	National Organization for Human Services Education (NOHSE)	190.00	190.00	0.00
	54	Orange County/Long Beach Consortium For Nursing	150.00	150.00	0.00
	54	So. Calif. Organ. of Assoc. Degree Nurs'g Prog. Directors of So Ca (ADN)	100.00	100.00	0.00
		SUBTOTAL	6,855.00	6,855.00	0.00
		DIVISION OF FINE ARTS & MEDIA TECHNOLOGY (55)			
	55	Association of Performing Arts Presenters	759.00	759.00	0.00
*	***55***	***Broadcast Education Association***	***140.00***	***160.00***	***20.00***
	55	California Broadcasters Association	100.00	100.00	0.00
	55	California Presenters	150.00	150.00	0.00
	55	College Art Association of America	300.00	300.00	0.00
*	***55***	***College Broadcasters, Inc.***	***125.00***	***170.00***	***45.00***
	55	Music Association of California Community Colleges	75.00	75.00	0.00
	55	National Association of Broadcasters	360.00	360.00	0.00
	55	National Communication Assoc.	275.00	275.00	0.00
	55	National Council for Education of the Ceramic Arts (NCECA)	100.00	100.00	0.00
*	***55***	***Radio, TV, News Directors Association***	***140.00***	***150.00***	***10.00***
	55	S.O. C. Chamber of Commerce	265.00	265.00	0.00
	55	The International Ticket Association (INTIX)	225.00	225.00	0.00
	55	United States Institute for Theatre Technology (USITT)	220.00	220.00	0.00
	55	Western Arts Alliance	400.00	400.00	0.00
	55	Western States Communication Assoc.	80.00	80.00	0.00
		SUBTOTAL	3,714.00	3,789.00	**75.00**

Jan. 2010

SADDLEBACK COLLEGE MEMBERSHIPS
2010/11

		July-09	January-10	Difference
	DIVISION OF MATH, SCIENCE & ENGINEERING (56)			
56	American Association for the Advancement of Science	250.00	250.00	0.00
56	Two Year College Chemistry Consortium	25.00	25.00	0.00
56	National Science Teachers Assn. (NSTA)	65.00	65.00	0.00
	SUBTOTAL	340.00	340.00	0.00
	DIVISION OF PE AND ATHLETICS (57)			
57	American College Dance Festival Association	300.00	300.00	0.00
57	California Community College Athletic Directors Association	180.00	180.00	0.00
57	California Community College Ladies Golf Coaches Association (CCCLGCA)	150.00	150.00	0.00
57	California Community Colleges Men's Basketball Association	125.00	125.00	0.00
57	Golden State Spirit Association (GASSA)	30.00	30.00	0.00
57	National Alliance of Two Year Colleges Athletic Administrators (NATYCAA)	100.00	100.00	0.00
57	National Association of Collegiate Directors of Athletics	125.00	125.00	0.00
57	Orange Empire Conference	5,100.00	5,100.00	0.00
57	Southern California Football Association /National Conference Southern Div.	2,000.00	2,000.00	0.00
57	State Community College Organization of Physical Educators (SCOPE)	400.00	400.00	0.00
	SUBTOTAL	8,510.00	8,510.00	0.00
	DIVISION OF SOCIAL & BEHAVIORAL SCIENCES (58)			
58	National Association for Ethnic Studies (NAES)	65.00	65.00	0.00
58	National Women's Studies Association	150.00	150.00	0.00
58	Southwestern Anthropological Association (SWAA)	40.00	40.00	0.00
	SUBTOTAL	255.00	255.00	0.00
	TOTAL SADDLEBACK COLLEGE MEMBERSHIPS	**$75,316.00**	**$76,423.60**	**$1,107.60**

*** Changes from July 21, 2009 list.**

Jan. 2010

IRVINE VALLEY COLLEGE MEMBERSHIPS
2010/11

			July-09	January-10	Difference
	PRESIDENT'S OFFICE (20)				
20	American Association of Community Colleges		7,950.00	7,950.00	0.00
20	Association for Institutional Research (AIR)		410.00	410.00	0.00
20	California Association for Institutional Research (CAIR)		90.00	90.00	0.00
20	Community College Public Relations Organization		50.00	50.00	0.00
20	Council for Higher Education Accreditation		501.00	501.00	0.00
20	Council for Resource Development		600.00	600.00	0.00
20	Irvine Chamber of Commerce		525.00	525.00	0.00
20	Irvine Sister Cities Foundation Association		25.00	25.00	0.00
20	National Council for Marketing and Public Relations		250.00	250.00	0.00
20	Network of California Community College Foundations		250.00	250.00	0.00
20	The Research and Planning Group for the Calif. Community Colleges		350.00	350.00	0.00
20	Tustin Chamber of Commerce		150.00	150.00	0.00
20	Western Assoc. of Sch. & Coll. Accreditation Commission for Colleges		16,622.00	16,622.00	0.00
		SUBTOTAL	27,773.00	27,773.00	0.00
	OFFICE OF PHYSICAL PLANT (21)				
21	International Facility Management Association (FMA)		297.00	297.00	0.00
		SUBTOTAL	297.00	297.00	0.00
	OFFICE OF INSTRUCTION (22)				
22	California Community Colleges Chief Instructional Officers		300.00	300.00	0.00
22	Honors Transfer Council		90.00	90.00	0.00
22	National Collegiate Honors Council		600.00	600.00	0.00
		SUBTOTAL	990.00	990.00	0.00
	OFFICE OF THE ACADEMIC SENATE (23)				
23	Academic Senate for California Community Colleges		1,500.00	1,500.00	0.00
		SUBTOTAL	1,500.00	1,500.00	0.00
	OFFICE OF STUDENT SERVICES, OUTRACH AND COMMUNITY RELATIONS (24)				
24	Calif. Community College Chief Student Services Officers Association		300.00	300.00	0.00
24	Calif. Community College Early Childhood Educators		30.00	30.00	0.00
24	City of Irvine Child Resource & Information Center		80.00	80.00	0.00
* ***24***	***Health Services Assoc. of the Calif. Community Colleges***		***75.00***	***150.00***	***75.00***
24	National Association of Education for Young Children (NAEYC)		100.00	100.00	0.00
* ***24***	***Consortium of Southern California Colleges and Universities***		***0.00***	***0.00***	***0.00***
		SUBTOTAL	585.00	660.00	**75.00**
	OFFICE OF FINANCIAL AID (26)				
26	Western Assoc. of Veteran Education Specialist (WAVES)		25.00	25.00	0.00
26	National Association Student Financial Aid Admin (NASFAA)		1,300.00	1,300.00	0.00
		SUBTOTAL	1,325.00	1,325.00	0.00
	OFFICE OF ADMISSIONS & RECORDS (30)				
30	American Association of Collegiate Registrars and Admission Officers (AACRAO)		1,200.00	1,200.00	0.00
30	California Association of Community College Registrars and Adm. Officers (CACCRAO)		200.00	200.00	0.00
		SUBTOTAL	1,400.00	1,400.00	0.00
	OFFICE OF EXTENDED EDUCATION (31)				
31	Association of Community & Continuing Education (ACCE)		160.00	160.00	0.00
31	National College Testing Association (moved from division 080)		40.00	40.00	0.00
		SUBTOTAL	200.00	200.00	0.00

IRVINE VALLEY COLLEGE MEMBERSHIPS
2010/11

			July-09	January-10	Difference
	OFFICE OF SAFETY AND SECURITY (34)				
34	California College and University Police Chief's Association		75.00	75.00	0.00
34	California Emergency Services Association (CSEA)		160.00	160.00	0.00
34	International Association of Chiefs of Police		100.00	100.00	0.00
34	Orange County Training Managers Association		70.00	70.00	0.00
		SUBTOTAL	405.00	405.00	0.00
	OFFICE OF SUPPORTIVE SERVICES (35)				
35	California Community Colleges Cal Works Association (CCCCA)		50.00	50.00	0.00
		SUBTOTAL	50.00	50.00	0.00
	OFFICE OF LIBRARY SERVICES (37)				
37	Association of College and Research Libraries		110.00	110.00	0.00
37	California Art Association (CAA)		325.00	325.00	0.00
37	California Library Association		150.00	150.00	0.00
37	College Reading and Learning Association		50.00	50.00	0.00
37	Council of Chief Librarians		100.00	100.00	0.00
37	Learning Resources Association of the California Community College		200.00	200.00	0.00
37	National College Learning Center Association		50.00	50.00	0.00
		SUBTOTAL	985.00	985.00	0.00
	TECHNOLOGY SERVICES (41)				
41	ACUTA		541.00	541.00	0.00
41	Consortium of College and University Media Centers (CCUMC)		325.00	325.00	0.00
41	Educause		730.00	730.00	0.00
		SUBTOTAL	1,596.00	1,596.00	0.00
	SCHOOL OF FINE ARTS (70)				
70	American Forensic Association		30.00	30.00	0.00
* ***70***	***College Art Association of America***		***750.00***	***0.00***	***-750.00***
* ***70***	***Cross Examination Debate Association***		***40.00***	***0.00***	***-40.00***
* ***70***	***Music Association of California Community Colleges***		***75.00***	***0.00***	***-75.00***
* ***70***	***Theatre Communications Group***		***500.00***	***0.00***	***-500.00***
* ***70***	***United States Institute of Theatre Technology***		***180.00***	***0.00***	***-180.00***
		SUBTOTAL	1,575.00	30.00	**(1,545.00)**
	SCHOOL OF GUIDANCE AND COUNSELING (73)				
73	National Association of Colleges & Employers (NACE)		400.00	400.00	0.00
73	Southern California Intersegmental Articulation Council		75.00	75.00	0.00
73	South Coast Higher Education Council (SHEC)		50.00	50.00	0.00
73	Transfer Center Director Association		50.00	50.00	0.00
		SUBTOTAL	575.00	575.00	0.00
	SCHOOL OF HUMANITIES AND LANGUAGES (74)				
74	American Historical Association		140.00	140.00	0.00
74	Calif. Teachers of English to Speakers of Other Languages		50.00	50.00	0.00
74	Community College Humanities Association		300.00	300.00	0.00
74	English Council of California Two Year Colleges		105.00	105.00	0.00
74	Organization of American Historians		140.00	140.00	0.00
74	Teachers of English to Speakers of Other Languages		120.00	120.00	0.00
		SUBTOTAL	855.00	855.00	0.00

Jan. 2010

IRVINE VALLEY COLLEGE MEMBERSHIPS
2010/11

			July-09	January-10	Difference
		SCHOOL OF BUSINESS SCIENCES (COMPUTER LAB) (75)			
	75	Cisco Consortium	500.00	500.00	0.00
	75	Oracle	500.00	500.00	0.00
		SUBTOTAL	1,000	1,000	0.00
		SCHOOL OF LIFE SCIENCES & TECHNOLOGIES (76)			
	76	Association for Biology Laboratory Education	40.00	40.00	0.00
		SUBTOTAL	40.00	40.00	0.00
		SCHOOL OF HEALTH SCIENCES, PHYSICAL ED & ATHLETICS (77)			
	77	American College Dance Festival Association (2yr. memb.)	250.00	250.00	0.00
*	***77***	***American Volleyball Coaches Association Women AVCA***	***0.00***	***135.00***	***135.00***
	77	American Equipment Managers Association	75.00	75.00	0.00
	77	California Community College Coaches Association - Men's Basketball	400.00	400.00	0.00
	77	California Community College Coaches Association - Women's Basketball	400.00	400.00	0.00
	77	California Community College Sports Information Association	100.00	100.00	0.00
	77	California Community College Physical Educators	400.00	400.00	0.00
	77	California Community College Athletic Directors Association	200.00	200.00	0.00
*	***77***	***CCC Badminton Coaches Association Women's CCCWBCA***	***0.00***	***100.00***	***100.00***
*	***77***	***CCC Golf Coaches Association CCCGCA***	***0.00***	***50.00***	***50.00***
*	***77***	***CCC Ladies Golf Coaches Association CCCLGCA***	***0.00***	***150.00***	***150.00***
*	***77***	***CCC Men's Volleyball Coaches Association (CCCMVCA)***	***0.00***	***150.00***	***150.00***
*	***77***	***CCC Soccer Coaches Association (Men and Women) CCCSCA***	***0.00***	***200.00***	***200.00***
*	***77***	***CCC Tennis Coaches Association (Men & Women)***	***0.00***	***50.00***	***50.00***
*	***77***	***CCC Women's Volleyball Coaches Association CCCWVCA***	***0.00***	***125.00***	***125.00***
*	***77***	***Intercollegiate Tennis Association Men's and Women's ITA- Team***	***0.00***	***330.00***	***330.00***
	77	National Athletic Trainers Association	195.00	195.00	0.00
	77	National Athletic Trainers Association	195.00	195.00	0.00
	77	National Association of Two Year College Athletic Administrators	100.00	100.00	0.00
*	***77***	***National Soccer Coaches Association of America (Men & Women-College Srvcs)***	***0.00***	***350.00***	***350.00***
	77	Orange Empire Conference	5,500.00	5,500.00	0.00
*	***77***	***Women's Basketball Coaches Association (WBCA)***	***0.00***	***115.00***	***115.00***
		SUBTOTAL	7,815.00	9,570.00	**1,755.00**
		SCHOOL OF PHYSICAL SCIENCES & TECHNOLOGIES (78)			
	78	American Association of Physics Teachers	185.00	185.00	0.00
	78	American Chemical Society	140.00	140.00	0.00
	78	Orange County Astronomers Association	57.00	57.00	0.00
		SUBTOTAL	382.00	382.00	0.00
		SCHOOL OF CAREER TECH EDUCATION AND WORKFORCE DEVELOPMENT (80)			
	80	California Community College Association for Occupational Education	45.00	45.00	0.00
	80	National College Testing Association (moved to division 031)	40.00	40.00	0.00
		SUBTOTAL	85.00	85.00	0.00
		SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)			
	81	Mathematical Association of America	370.00	370.00	0.00
	81	National Council of Teachers of Mathematics	120.00	120.00	0.00
		SUBTOTAL	490.00	490.00	0.00
		TOTAL IRVINE VALLEY COLLEGE MEMBERSHIPS	**$ 49,923.00**	**$ 50,208.00**	**$ 285.00**

*** Changes from July 21, 2009**

Jan. 2010

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS
ADVANCED TECHNOLOGY AND EDUCATION PARK (ATEP)
2010/11

			July-09	January-10	Difference
		OFFICE OF THE PROVOST (16)			
	16	Community College Public Relations Oraganization (CCPRO)	175.00	175.00	0.00
	16	League for Innovation in the Community College	825.00	825.00	0.00
*	***16***	***National Association of Colleges & Employers (NACE)***	***0.00***	***400.00***	***400.00***
	16	National Council for Continuring Education & Training (NCCET)	200.00	200.00	0.00
	16	National Council for Marketing & Publications (NCMPR)	350.00	350.00	0.00
	16	Public Relations Society of America	365.00	365.00	0.00
	16	Tustin Chamber of Commerce	180.00	180.00	0.00
		SUBTOTAL	2,095.00	2,495.00	**400.00**
		CENTER FOR APPLIED COMPETITIVE TECHNOLOGIES (16)			
	16	National Coalition of Advanced Technology Centers (NCATC)	600.00	600.00	0.00
	16	Optical Society of Southern California (OSSC)	100.00	100.00	0.00
		SUBTOTAL	700.00	700.00	0.00
		TOTAL ATEP MEMBERSHIPS	**$2,795.00**	**$3,195.00**	**$400.00**

**** Changes from July 21, 2009***

EXHIBIT J

PURCHASING CALENDAR

PURCHASING CALENDAR 2010

COMMODITY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Biology, Geology, & Marine Science Supplies					**3**							
Chemistry & Physics Supplies					**3**							
Class Schedules Printing & Mailing		**22**										
College Catalogs			**3**									
Community Education Brochures & Mailing, SC & IVC			**3**									
Custodial Supplies				**2**								
Maintenance Supplies						**4**						
Pool Supplies						**4**						
Transportation (Tires)						**4**						

MULTI-YR.CONTRACT (Renewal or Bid)												
Class Schedules		**22**										
College Catalogs			**3**									
1st Class Postage Service		**24**										
Temporary Class-rooms, IVC			**9**									

* If you have a maintenance contract in this particular area and do not wish to renew it, the Purchasing Department must be notified as some of our contracts are renewed automatically on July 1st if not canceled.