

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

March 8, 2017

**Cougar Room**  
(Access Through the Library Entrance)

5:00 p.m.

29 Cougar Court  
Taft, California 93268

**A. Accessibility.** In compliance with the Americans with Disabilities Act, if you need special assistance to access the meeting room or to otherwise participate in this meeting, including auxiliary aids or services, please contact Sarah Criss at (661) 763-7711. Notification at least 48 hours prior to the meeting will enable the Governing Board to make reasonable arrangements to ensure accessibility to the meeting.

**B. Obtaining Public Records.** A copy of the Board packet, including documents relating to any open session item are available to members of the public on the District website and also at the District Office. Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 29 Cougar Ct., Taft, California, during normal business hours. These documents will be made available to the public at the same time that they are made available to a majority of the Board.

**C. Language Assistance.** The District welcomes Spanish and other language speakers to Board meetings. Anyone planning to attend and needing an interpreter should call Sarah Criss at (661) 763-7711 forty-eight (48) hours in advance of the meeting so that arrangements can be made for an interpreter. El Distrito da la bienvenida a las personas de habla hispana a las juntas de la Mesa Directiva. Si planea asistir y necesita interpretacion llame al (661) 763-7711 (48) horas antes de la junta, para poder hacer arreglos de interpretacion.

**D. Addressing the District Board.** The Board encourages public participation and involvement. Community members will therefore have several opportunities to address the Board. However, please respect the Board's time and the need for efficient board meetings. The Board also requests that comments be respectful and professional.

1. **Agenda Items.** If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of three (3) minutes. Time limitations are at the discretion of the Board President.
2. **Non-Agenda Items.** Individuals have an opportunity to address the Board during the period set aside for Public Comment on Items of General Interest on topics within the subject matter jurisdiction of the Board **not** listed on the agenda. Presentations will be limited to a maximum of three (3) minutes, with a total of thirty (30) minutes designated for this portion of the agenda.

**E. Questions for the Board.** Individuals with questions on District issues may submit them in writing. The Board will refer such requests to the Superintendent, who will endeavor to respond to your questions after the meeting.

**F. Placing issues on the Board Agenda.** Items from the public pertaining directly to College business may be placed on the Board agenda by submitting the request in writing to the Office of the Superintendent. The proposed agenda item will be reviewed and placed, if appropriate, on the Board's agenda within a reasonable period of time. Please contact the Office of the Superintendent at (661) 763-7711 for further information.

1. CALL TO ORDER
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. ADJOURN TO CLOSED SESSION
  - A. Public Employee Appointment/Employment, Government Code Section 54957
  - B. Public Employee Performance Evaluations, Government Code Section 54957
  - C. Public Employee Discipline/Dismissal/Release/Reassignment, Government Code Section 54957
  - D. Conference with Labor Negotiators (Government Code section 54957.6)  
Agency Designated Representative: Superintendent/President  
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
  - E. Conference with Legal Counsel - Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 3 Potential Cases
  - F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS
5. PLEDGE OF ALLEGIANCE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. APPROVAL OF MINUTES - Regular Meeting Held February 8, 2017
9. NEW BUSINESS:
  - A. Request for Approval - March 15, 2017 Accreditation Follow-Up Report
  - B. Request for Approval - Notice of Completion - Site Lighting Retrofit Phase 2
  - C. Second Reading and Request for Approval- Update Board Policy #5220 - Shower Facilities for Homeless Students
10. CONSENT AGENDA (Items A - P)
  - A. Request for Approval - New Course  
Applied Technologies Division  
CTRP 1015 Computer-Aided Transcription
  - B. Request for Approval - Distance Learning Request  
Math and Science Division

PHED 1644 Introduction to Physical Education

C. Request for Approval – Course Revisions

English Division

ENGL 1000 Interactive Writing and Grammar

READ 0905 Intermediate Reading

Science and Math Division

BIOL 2370 Basic Nutrition

HLED 1510 Principles of Healthful Living

HLED 1535 Emergency Medical Technician

D. Request for Approval – Notice of Release of Categorically Funded Temporary Faculty

E. Request for Approval – Notice of Non-Reelection of Contract (Probationary) Employees

F. Request for Approval – Notice of Release of Grant or Categorically Funded Employee

G. Request for Approval – Resolution 2016/17-15 Classified School Employees Week

H. Request for Approval – Resolution 2016/17-16 Faculty Appreciation Week

I. Request for Ratification – Memorandum of Understanding with State Center for Strong Workforce Regional Program Funds, July 1, 2016 – December 31, 2018, District to Receive up to \$273,027.15

J. Second Reading and Request for Approval – College and Career Access Pathways (CCAP) Agreement with Taft Union High School District (TUHSD), Effective Upon Signature for 1 Year, Apportionment will be awarded to WKCCD as per CCAP Agreement

K. Request for Approval – Modification to WESTEC Instructional Agreement, March 9, 2017 – June 30, 2017

L. Request for Approval – Purchase of Materials Testing System from Instron for Engineering Program, \$64,050.00

M. Request for Approval – Contract for Professional Services with Debbie Hegeman, Not to Exceed 15 days at the Rate of \$300.00 per Day Plus Up to \$3,000.00 in Hotel and Mileage Expenses

- N. Request for Approval – Agreement with Vantiv Integrated Payments Solutions, Inc. (VIPS) for VIPS Gateway Service for Use in the Bookstore, May 1, 2017 – April 30, 2018, Set Up Fee \$299.00 and Annual Fee \$1,799.00 (Total \$2,098.00)
- O. Ratification of the February 2017 Vendor Check & Purchase Order Registers
- P. Routine Personnel Items:
  - 1. Request for Conference Attendance and Expenses as of March 1, 2017

11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

12. EMPLOYMENT

- A. Academic Employment (Appendix I)
- B. Classified Supervisory Employment (Appendix II)
- C. Classified Employment (Appendix II)
- D. Resignations/Retirements (Appendix II)

13. REPORTS:

- A. Financial Reports (for information):
  - 1. Revenue Accounts (Account Level 1) FY 2016/17
  - 2. Expenditure Accounts (Account Level 1) FY 2016/17
  - 3. Expenditure Detail of \$10,000.00 or Greater, January 2017
  - 4. Student Organization and Special Accounts, January 2017
  - 5. Funds Deposited in County Treasury, January 2017
- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

17. REPORT OF THE SUPERINTENDENT

18. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, March 8, 2017, at 5:00 p.m.

19. CONTINUATION OF CLOSED SESSION (If Necessary)

20. ADJOURNMENT

**WEST KERN COMMUNITY COLLEGE DISTRICT  
MINUTES OF THE BOARD OF TRUSTEES**

**REGULAR MEETING**

**February 8, 2017**

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:07 p.m. by President Billy White. Secretary Dawn Cole and trustees Emmanuel Campos, Michael Long, and Dr. Kathy Orrin were present. Superintendent/President Dr. Debra Daniels and Executive Secretary Sarah Criss were in attendance.

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

No comments were heard.

**CLOSED SESSION**

At 5:08 p.m. it was moved by Trustee Campos, seconded by Trustee Cole and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- A. Public Employee Appointment/Employment, Government Code Section 54957
- B. Public Employee Performance Evaluations, Government Code Section 54957
- C. Public Employee Discipline/Dismissal/Release/Reassignment, Government Code Section 54957
- D. Conference with Labor Negotiators (Government Code section 54957.6)  
Agency Designated Representative: Superintendent/President  
Employee Organizations: TC Faculty Association, CSEA Chapter #543 &  
Management/Supervisory/Classified Confidential Employees
- E. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d)  
of Section 54956.9 – 2 Potential Cases
- F. Student Discipline and Other Confidential Student Matters, Education Code  
Sections 35146, 48900 et. Seq. and 48912(b)

**RECONVENE IN PUBLIC SESSION; ANNOUNCE CLOSED SESSION ACTIONS**

At 6:02 p.m., it was moved by Secretary Cole, seconded by Trustee Long and unanimously carried, to reconvene in Public Session. President White reported that no action was taken during Closed Session.

**PLEDGE OF ALLEGIANCE**

President White led the pledge of allegiance.

## **PUBLIC COMMENT ON OPEN SESSION ITEMS**

No comments were heard.

## **GENERAL COMMUNICATIONS**

There were no general communications.

## **QUARTERLY INVESTMENT REPORT**

District Investment Advisors Mike Urner, of Wells Fargo Advisors, LLC., and Dave Ivarie, of Morgan Stanley, distributed and reviewed the quarterly report of the WKCCD General Obligation Bond Portfolio and Facilities Reserve for the quarter ending December 31, 2016 (copies attached to the official minutes). Mr. Urner reported that the GO Bond Portfolio gained income of \$47,672.42 for the quarter with an ending value of \$7,907,515.21. A debt repayment of \$1,750,000.00 was made this quarter. The projected 12-month portfolio coupon income is \$160,842.00 with \$4,992,053.64 total income earned since inception. Mr. Urner reviewed the asset and credit sector allocation and the portfolio maturity distribution, as well as confirming continuing compliance with state code and regulations. The current economic trends were expected to show changes due to the effect of the election.

Mr. Urner reviewed the highlights of the Facilities Reserve including income for the quarter of \$81,164.06 and an ending value of \$11,756,334.40. He also noted the projected 12-month portfolio coupon income of \$320,072.00 and \$4,572,527.75 total income earned since inception. Mr. Urner reviewed the asset and credit sector allocation and the portfolio maturity distribution, as well as confirming continuing compliance with state code and regulations. He added that the volatility of the market did show a dollar value decrease. There is still a demand in the municipal bond market. Mr. Ivarie stated that when the economy picks up there will be more of a distribution in the credit sector as the lower rated portfolios will be expecting a high return.

## **PRESENTATION - Citizen's Oversight Committee 2015-16 Annual Report**

Brock McMurray, Executive Vice President of Administrative Services, presented the Citizen's Oversight Committee Annual Report for 2015-16 on behalf of Committee President Roger Miller. Mr. McMurray explained the pieces of the report and the requirements by law to present the information to the Board. The copy of the report was missing a page. The report in its entirety can be found on the District's Measure A website, maintained by AP Architects.

## **PRESENTATION - Accreditation Update**

Dr. Eric Bérubé, Accreditation Liaison Officer, presented a draft of the March 2017 Accreditation Follow-Up Report to the Board. As explained in previous presentations, the District has seven recommendations to follow-up in the March 2017 report. Dr. Bérubé explained each item's section in the report and presented a table of the report areas and the report area leads (see page 6). The majority of the tasks leading up to the draft of this report were completed in recommendations #4 and #6. Dr. Bérubé has submitted substantive change reports to the Accrediting Commission for Community and Junior

*PRESENTATION – Accreditation Update (continued):*

Colleges (ACCJC) commission. They will meet later in the month and a response to the reports is expected. Dr. Bérubé noted that recommendation #7 is still in progress but that work to use technology in the notification of students in regards to Student Learning Outcomes is being completed. The tests of the processes are showing success.

Dr. Bérubé stated that the report will be completed in the next two weeks and presented to the Governance Council. The next step would be to share the report (via TC News email distribution) to the College community. The Board will see the final report on the March regular Board meeting agenda.

President White thanked Dr. Bérubé and the staff working on the report. He stated it was obvious a lot of work had been completed above and beyond that of the normal workload.

**APPROVAL OF MINUTES**

On a motion by Trustee Campos, seconded by Secretary Cole and unanimously carried, the minutes of the Regular Meeting held January 11, 2017 were approved.

**NEW BUSINESS**

**Second Reading and Request for Approval – Updated Board Policy #2100 – Board Elections**

Dr. Daniels stated that Board Policy #2100 has been brought to the Board with updates as recommended by the Community College League of California. As recommended by the Community College League of California, language is updated to reflect the appropriate meeting for a newly elected Trustee to begin a term in office (copy attached to the official minutes). On a motion by Trustee Long, seconded by Trustee Campos and unanimously carried, the update to Board Policy #2100 was approved.

**First Reading – Updated Board Policy #5220 – Shower Facilities for Homeless Students (No Action)**

As recommended by the Community College League of California, language is updated to address Education Code Section 76011 which was effective January 1, 2017. (No Action)

**CONSENT AGENDA:**

- A. Information Item - CCFS-311Q for the 2<sup>nd</sup> Quarter Ending December 31, 2016
- B. Request for Approval – New Course

Applied Technologies Division

ENER 1503 Environmental Awareness & Regulatory Compliance

- C. Request for Approval – Program Update

CONSENT (continued):

Applied Technologies Division  
Industrial Health and Safety

- D. Request for Approval – Notice of Release of Categorically Funded Temporary Faculty
- E. Request for Approval – The Superintendent/President, with the support of Governance Council, recommends that the Superintendent/President not grant permission to allow concealed carry on WKCCD facilities
- F. First Reading – College and Career Access Pathways (CCAP) Agreement with Taft Union High School District (TUHSD) (No Action)
- G. Request for Ratification – Amendment #5 for Year 6 Agreement with University of La Verne to Facilitate the STEM Pathways V Cooperative Grant through the U.S. Department of Education, Amend to Cover October 1, 2016 – September 30, 2017
- H. Request for Ratification – One-time Pay Approval for Work Conducted by University of La Verne in Accordance with STEM Pathways Title V Cooperative Grant, October 1, 2015 – September 30, 2016, \$74,802.12
- I. Request for Approval – Purchase of Flooring from Advanced Exercise Equipment and Fitness Floor Install for Kinesiology Program to Support Development of the EMG/EEG Lab, \$10,043.41
- J. Request for Approval – Purchase of Electromyography (EMG) Equipment from BTS Bioengineering for the Kinesiology Program for Development of the EMG/EEG Lab, \$84,200.00
- K. Request for Approval – Purchase of Epilog Fusion M2-32, a Laser Cutter/Engraver from Cutting Edge Systems for the STEM Program to be used by Taft College as well as other Partnering STEM Related Programs, \$78,452.92
- L. Request for Approval – Purchase of Strength Training Equipment from Advanced Exercise Equipment for the Kinesiology Program to Support the Development of the EMG/EEG Lab, \$68,592.80
- M. Request for Approval – Cranium Café Online Services in to Integrate with Canvas Supported by the Chancellor’s Online Education Initiative (OEI) , One Year Term, \$18,750.00
- N. Request for Approval – Contractor Agreement with Ken Arnold for High School Partner Professional Development under STEM Pathways Grant, March 29 – April 2, 2017, \$319.47



*CONSENT (continued):*

- O. Request for Approval – Contractor Agreement with Barbara Cox for High School Partner Professional Development under STEM Pathways Grant, March 29 – April 2, 2017, \$319.47
- P. Request for Approval – Transfer Articulation Consulting Services Proposal with Strata Information Group, \$170.00 per Hour Not to Exceed 228 Hours plus \$1,700.00 in Travel Expenses, Final Cost Not to Exceed \$40,460.00, Effective Upon Approval
- Q. Request for Approval – Purchase of Class Equipment for Introductions to Forensics Course ADMJ 1506 from Carolina Biological, \$22,860.49
- R. Request for Approval – Renewal of Agreement with Redrock Software Corp for Annual TutorTrac Hosting and Technical Support, March 1, 2017 – February 28, 2018, \$1,999.00
- S. Request for Approval – Service Contract with NetLink Loader for the Pay Station Kiosk, March 10, 2017 – March 9, 2018, \$1,575.00
- T. Request for Approval – Agreement with GLCS, LLC for IBM Cognos Business Intelligence Support, February 9 – December 31, 2017, \$175.00 per Hour Not to Exceed 150 Hours (Not to Exceed \$26,250.00)
- U. Request for Ratification – Consultant Agreement with Total Compensation Systems, Inc. for Actuarial Study in Regards to GASB Standards, February 1 – June 30, 2017, Not to Exceed \$10,000.00
- V. Ratification of the January 2017 Vendor Check & Purchase Order Registers
- W. Routine Personnel Items:
  - a. Request for Conference Attendance and Expenses as of February 1, 2017

On a motion by Trustee Long, seconded by Trustee Orrin, Item E was pulled for discussion and separate vote.

On a motion by Secretary Cole, seconded by Trustee Campos and unanimously carried, Consent Agenda Items A – W, except E, were approved as presented (materials related to items A – W are attached to official minutes).

Trustee Long spoke in favor of allowing Carry Concealed Weapon permit holders (CCW) to carry on campus. He feels CCW holders are trained and can assist in the event there is an event on campus.

Trustee Orrin spoke in favor of the right to hold a CCW permit but cited the law, as written, to be too burdensome to operate on campuses.

CONSENT (continued):

Trustees White and Campos stated concerns with the operation of the law as well as the liability and undue responsibility on college administration to have sole responsibility in the operation of the law.

On a motion by Trustee Campos, seconded by Secretary Cole, Item E was approved by the following vote:

Yes: Emmanuel Campos, Billy White, Dawn Cole, and Dr. Kathy Orrin

No: Michael Long

Abstain: None

Absent: None

## PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

No comments were made.

## EMPLOYMENT

On a motion by Trustee Cole and seconded by Trustee Campos, Employment Items A - C were approved by the following vote (Employment Items A - C (*Appendix I & II*) are attached to official minutes):

Yes: Emmanuel Campos, Billy White, Dawn Cole, Michael Long and Dr. Kathy Orrin

No: None

Abstain: None

Absent: None

## REPORTS

### Financial Reports

The financial reports listed on the page following were presented for information (copies attached to official minutes).

Financial Reports:

A. Financial Reports (for information):

1. Revenue Accounts (Account Level 1) FY 2016/17
2. Expenditure Accounts (Account Level 1) FY 2016/17
3. Expenditure Detail of \$10,000.00 or Greater, January 2016
4. Student Organization and Special Accounts, January 2016
5. Funds Deposited in County Treasury, January 2016
6. Investments Held at Deutsche Bank Trust Company and The Bank of New York Mellon  
7/1/16 - 12/31/16

*REPORTS (continued):*

**Trustee Reports**

Trustee Orrin reported she had attended the Annual Legislative Conference. She thanked Dr. Daniels for her assistance and attention during the conference. Dr. Orrin said that the conference was very informative.

Secretary Cole attended the Triple Play Dinner. She enjoyed the evening and thanked the staff who work in preparation of the event. Secretary Cole also attended the Annual Legislative Conference. She noted that she is interested in the "15 to Finish" initiative to strengthen completion rates.

President White also attended the Annual Legislative Conference. He reported that the Board met with Assemblyman Vince Fong and felt the newly elected Assemblyman is already hard at work serving on both the Education and Budget committees. President White noted that the conference was most successful due to the full Board participation. President White also attended the Triple Play Dinner and was pleased with the message shared by Eric Byrnes.

**Academic Senate**

Academic Senate President Geoffrey Dyer reported that the Senate Council met January 18<sup>th</sup> and the Senate as a whole met on February 6<sup>th</sup>. Discussion topics included: Creation of a new Career Technical Education (CTE) committee as a sub-committee of the Academic Senate; Strong Workforce funding; the replacement of retiring faculty; and the Process for awarding emeritus status per AP #4115. The Senate acted to: reject a proposal to change the AS process for ranking faculty positions; approve the Academic Development committee charter; update the Curriculum and General Education committee charter; redefine the Institutional Student Learning Outcome for Critical Thinking as "analyze and evaluate information to construct evidence-based conclusions,"; elect Candace Duron as the new AS Secretary; and re-elect Geoffrey Dyer as the AS President.

**Associated Student Body**

Martha "Luz" Lopez, Associated Student Body (ASB) representative to the Board of Trustees, reported a campus scavenger hunt is being prepared for students to become more aware of historical figures during February - Black History Month. ASB is also planning a "How Well do You Know Your Partner" game for Valentine's Day and tours of the TC Dorms for interested students. There are monthly Cleary Act meetings - February's meeting will cover the topic of online dating.

**Administrative Services**

Brock McMurray, Executive Vice President of Administrative Services, stated that facilities projects are moving along despite a few rain delays. The final site visit for the gymnasium re-roofing project has taken place. Work will begin soon on the project.

*REPORTS (continued):*

In Business Services, Mr. McMurray acknowledged the resignation of long time Fiscal Director, Jim Nicholas. Mr. Nicholas has left the District and will work for Butte College in a similar role. The department is working to complete year end items for payroll and tax purposes.

**Human Resources**

Dr. Robert Meteau, Associate Vice President of Human Resources, invited the Board and employees to participate in the annual SISC health screening fair that will happen on campus February 28<sup>th</sup>. Recently, Dr. Meteau attended the Statewide Association of Community Colleges (SWACC) conference that had a lot of risk management and liability information.

**CSEA Chapter #543**

Velda Peña, President of California School Employees Association Chapter #543 (CSEA), attended the reception honoring Kal Vaughn for his years of service to the Board. She appreciated the event and the chance to thank Mr. Vaughn. Ms. Peña introduced Laura L'Ecuyer as the new CSEA Chapter #543 Vice President.

**TC Faculty Association**

Diane Jones, President of the Taft College Faculty Association, noted that the reception for Kal Vaughn was appreciated and well-deserved for his dedication to the District. Ms. Jones shared a new monthly event that the Association is sponsoring. The "Performer's Circle" event was held the last Monday of the month in January and will continue at that time each month. In January, Faculty members took part in the event. The Association looks forward to the future performances from students.

**Student Success**

Primavera Arvizu, Dean of Student Success, reported that the current work in the area of Student Success is to use Banner in a matter that reduces manual work. Student Success planning is going into March Madness, an effort to assist students in completing the student education plans. Retention success rates are as high as 80% when a student has a completed educational plan. Also, counselors are going to 5 high schools to start educational plans with incoming students. After recruitment effort, a mental health counselor is in the process of being hired.

**Instruction**

Mark Williams, Vice President of Instruction, reported to the Board that current enrollment figures are strong. This is evident in the reports heard by other departments in a variety of efforts by staff. The Student Resource Center is successfully assisting students in need. He also told the Board that February is the Annual Program Review (APR) month. Instruction is beginning the process of APR.

*REPORTS (continued):*

### **Student Services**

Severo Balason, Jr., Vice President of Student Services, thanked Primavera Arvizu for her assistance during his first month at the College. He spoke in support of Trustee Cole's mentioned "15 to Finish" program. Mr. Balason informed the Board of the upcoming Al Baldock Memorial Golf Tournament on April 21<sup>st</sup> as well as the Graduation Ceremony to be held on May 19<sup>th</sup>.

### **Taft College Foundation**

Sheri Horn-Bunk, Director of the Foundation, mentioned the reception for Mr. Vaughn. She announced that he and Bill Phillimore of Wonderful will be proposed as new members to the Board of Directors for the Foundation at the next meeting. The Foundation staff are in the process of setting up a networking night for the 85 students who have received a Bernard Osher scholarship in the 7 ½ years since inception. This event will be held on March 23<sup>rd</sup> and the Board members are welcome to attend.

Ms. Horn-Bunk informed the Board that the next Petroleum Partners Round Table is tentatively scheduled for May 16<sup>th</sup> or 17<sup>th</sup>. Political Economist Steve Calendar of Stanford is scheduled to speak. More information will follow at the next Board meeting.

Innovation Grants for TC faculty will be screened soon. Last year \$8,000 in funds were distributed. This year \$10,000 will be given to assist in classrooms and projects on campus.

Employees will be informed to "give back" to the College at the TC Love day on February 14<sup>th</sup>. An ice cream social for employees who participate in the monthly payroll deduction will be held. There will be a give-away to those participating in payroll deductions as well. Also, Ms. Horn-Bunk stated that after the real estate sale from property owned by the late Harry Wilson, the trust will be releasing assets to the Foundation.

### **REPORT OF THE SUPERINTENDENT**

#### Campus Events

Dr. Debra Daniels attended the Taft Chamber of Commerce mixer held at the Center for Independent Living building. The Transition to Independent Living (TIL) staff, students, and faculty prepared food for the event. It was a successful evening that gave a great example of the student's work. Dr. Daniels also attended the Candlelight Ceremony marking the first year of Dental Hygiene students work. After this accomplishment, the students are able to begin patient-side coursework. Dr. Daniels was not able to attend the Triple Play Dinner due to a conference conflict but reported the event was successful. Many attended and the positive message was spread among the attendees.

#### Legislative Conference

The California College League of California (CCLC) Annual Legislative Conference was held the last weekend of January. Dr. Daniels and all Board members attended. Dr. Daniels stated the full Board

*SUPERINTENDENT'S REPORT (continued):*

participation led to a wonderful conference and effective meeting with Assemblyman Vince Fong and the Chief of Staff to Senator Jean Fuller.

Upcoming Events

Dr. Daniels shared information with the Board on three upcoming events:

Kern Boys & Girls Club - Evening with Condoleezza Rice

Annual Trustee Conference - CCLC

Association of Community College Trustees (ACCT) Conference

**NEXT MEETING**

The next monthly meeting is scheduled for Wednesday, March 8, 2017, at 5:00 p.m.

**ADJOURNMENT**

At 7:23 p.m., on a motion by Secretary Cole, seconded by Trustee Long and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

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Dawn Cole, Secretary

**Date:** February 27, 2017  
**Submitted by:** Dr. Eric Bérubé, Accreditation Liaison Officer  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

March 15, 2017 Accreditation Follow-Up Report Approval

**Background:**

As a result of its accreditation site visit in September/October 2015, Taft College received an Action Letter by the Accrediting Commission requiring (1) responses to seven recommendations and (2) a follow-up site visit in April, 2017. The responses to the seven recommendations are documented in the Follow-Up Report, a draft of which is being presented to the Board at the March 8<sup>th</sup>, 2017, meeting for their approval. The Follow-Up Report will be mailed to the visiting team members and Accrediting Commission upon approval by the Board for their use in the determination of Taft College's accreditation status.

**Terms (if applicable):**

N/A

**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

N/A

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



**TAFT COLLEGE**

WEST KERN COMMUNITY COLLEGE DISTRICT

**March 2017 Accreditation Follow-Up Report  
to  
September/October 2015 Institutional Self Evaluation**

*Submitted by*

**West Kern Community College District  
29 Cougar Court  
Taft CA 93268**

*to*

**Accrediting Commission for Community and Junior Colleges  
Western Association of Schools and Colleges**

**March 2017**



March 2017 Accreditation Follow-Up Report front and rear cover designs by  
Jason Zsiba, Taft College Programmer.

**Certification of the Follow-Up Report**

To: Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges

From: Taft College  
29 Cougar Court  
Taft CA 93268

Date: March 8<sup>th</sup>, 2017

This Follow-Up Report is submitted for the purpose of assisting in the determination of the institution's accreditation status.

We certify that there was broad participation and review by the campus community, and we believe this Follow-Up Report accurately reflects the nature and substance of this institution.

Signed

  
\_\_\_\_\_  
Dr. Debra S. Daniels, Superintendent/President

  
\_\_\_\_\_  
Billy White, President, Board of Trustees

  
\_\_\_\_\_  
Dr. Eric Bérubé, Institutional Research Coordinator/ALO

  
\_\_\_\_\_  
Geoffrey Dyer, President, Academic Senate

  
\_\_\_\_\_  
Velda Peña, President, California State Employees Association

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The Taft College Con Expo is used to demonstrate STEM concepts to enthusiastic elementary school children

## ***Report Preparation***

### **Process**

Planning for the March 2017 Accreditation Follow-Up Report began immediately after the [site visit in October, 2015](#) (RP01), with the development by the Strategic Planning Committee of a plan to address the seven recommendations in the Visiting Team Report. The plan included the following elements:

- Consultant to facilitate retreat focused on developing actions addressing recommendations
- Professional development for faculty and staff to develop proficiency in areas related to recommendations
- Changes in processes such as program review and planning associated with the recommendations
- Changes in program review forms specifically to address recommendations
- Development of guides and manuals to train and assist faculty and staff with processes and forms related to recommendations
- Changes in in-service training sessions to train faculty and staff with processes related to the recommendations
- Identification of lead persons to facilitate each identified plan element
- Specification of timelines to implement each plan element
- Acquisition and allotment of resources to implement plan elements

The plan quickly evolved into the [Institutional Effectiveness and Partnership Initiative \(IEPI\) plan](#) (RP02), and \$150,000 in funds was granted to Taft College in summer 2016 to help implement the plan. Components of the plan were implemented in spring 2016, and the plan was fully implemented in fall 2016.

In summer 2016, the Strategic Planning Committee began writing the March 2017 Follow-Up Report starting with an outline. Microsoft's OneDrive document management software was used to share documents and for version control. Lead persons were identified to facilitate the development of each component of the report. A timeline for completion of the report was determined in early fall 2016. The Strategic Planning Committee met twice a month to review progress on implementation of the plan, to monitor progress on the Follow-Up Report, and review associated evidence.

Copies of the draft report were submitted to the Academic Senate and the College community for review in April, and the final report was approved by the West Kern Community College Board of Trustees at their meeting on March 8th, 2017 (RP03).

### **Evidence**

- RP01 [ACCJC Action Letter](#)  
RP02 [IEPI Action Plan](#)  
RP03 Board Meeting Minutes

### Accreditation Follow-Up Report Committee

| Committee/Report Area        | Members/Report Area Leads  |
|------------------------------|--|
| Strategic Planning Committee | P. Arvizu, Dean of Student Success<br>S. Balason, Vice President, Student Services<br>Dr. E. Bérubé, Research Coordinator/ALO<br>J. Carrithers, Instructor, Energy<br>A. Cordova, CTE Director<br>Dr. V. Jacobi, SLO Coordinator/Articulation Officer<br>M. Williams, Vice President, Instruction<br>B. Young, Secretary |
| Recommendation 1             | M. Williams, Vice President, Instruction<br>P. Arvizu, Dean of Student Success   |
| Recommendation 2             | Dr. D. Hall, Distance Education Coordinator  |
| Recommendation 3             | Dr. D. Hall, Distance Education Coordinator  |
| Recommendation 4             | Dr. E. Bérubé, Research Coordinator/ALO  |
| Recommendation 5             | Dr. E. Bérubé, Research Coordinator/ALO  |
| Recommendation 6             | Dr. V. Jacobi, SLO Coordinator/Articulation Officer<br>M. Williams, Vice President, Instruction  |
| Recommendation 7             | M. Williams, Vice President, Instruction   |



Taft College's Library and Student Services Buildings

## Response to the Commission Action Letter

### Overview

After receiving the [Accrediting Commission's Action Letter on February 5<sup>th</sup>, 2016](#) (O.01), Taft College Interim President Brock McMurray took decisive action to address the recommendations within the Action Letter. Several meetings were scheduled with the Accreditation Liaison Officer, the Academic Senate President, and the Student Learning Outcomes Coordinator to develop a list of specific activities aimed at moving the College forward in regards to the recommendations, especially Recommendations 4 and 6, which were deemed to require more resources and time to fully address than the other recommendations. One of the first activities was that of retaining the services of renowned student learning outcomes and accreditation expert Dr. Robert (Bob) Pacheco to facilitate a [retreat in February, 2016](#) (O.02), focused on meeting the Action Letter recommendations with special emphasis on Recommendations 4 and 6 concerning student learning outcomes and how to better incorporate them into campus decision making and resource allocation.

In a parallel course of activities, Taft College previously had [requested in March 2015 the assistance of](#) (O.03) and had been in November 2015 [visited by an Institutional Effectiveness Partnership Initiative \(IEPI\) "Partnership Resource Team"](#) (O.04) to help identify where the College might focus resources to increase institutional effectiveness and better meet accreditation standards. The [PRT identified several areas of concern](#) (O.05) and also provided a "Menu of Options" of ideas to help spark a conversation on how Taft College might address the areas of concern. The "areas of concern" memo was widely circulated and discussed within the [Academic Senate](#) (O.06) and the [Governance Council](#) (O.07). The [IEPI PRT visited Taft College a second time](#) (O.08) to help develop a plan to address the accreditation recommendations. The Institutional Research Office was charged with developing a formal plan to address the recommendations and areas of concern. Interim President Brock McMurray directed the Institutional Research Office to facilitate the development of the IEPI Plan and to seek \$150,000 in IEPI grant funds to be used to facilitate activities identified in the IEPI plan. The grant application was successful and the funds were available in summer 2016.

The [IEPI Plan itself](#) (O.09), also shown in Appendix A, incorporated ideas from Dr. Pacheco's presentation at the February 2016 retreat, the IEPI PRT memo, and of course the recommendations from the ACCJC February 5<sup>th</sup> Action Letter. Specifically, the recommendations were separated into five critical objectives and each objective was scrutinized as to its root causes using a gap analysis method described by Dr. Pacheco (attributing the gap to knowledge, motivation, or structure). Once the causes were determined, action steps were identified to close the gap, persons responsible for implementing those actions were identified, preliminary target dates for achieving the actions were determined, and measures of progress for the action steps were enumerated. The IEPI Plan was focused solely on Recommendations 4 and 6 as the other recommendations were project-specific and more easily attainable. The IEPI Plan is being aggressively implemented as described in this report. The remainder of this report addresses the progress made on each of the seven recommendations in the Commission's February 5<sup>th</sup> 2016 Action Letter.

The IEPI PRT visited Taft College on November 18, 2016, for its third and final visit to ascertain the effectiveness of the plan. Prior to the meeting, a ["laundry list" of activities implemented by Taft College](#) (O.10) was sent to the team for review. The meeting was informal, a brief presentation of what was accomplished, discussion of the activities, and feedback from the visiting team members on what Taft College has accomplished. At the conclusion of the meeting, the team members [expressed their enthusiasm with Taft College's actions](#) (O.11) taken to address the accreditation recommendations.



Aliya Chapman of the Taft College Women's Soccer Team at Moorpark College

### Evidence

- O01 [ACCJC Action Letter](#)
- O02 [GC February 2016 Retreat Minutes](#)
- O03 [IEPI PRT Request Letter](#)
- O04 [1<sup>st</sup> IEPI PRT Visit Agenda](#)
- O05 [IEPI PRT "Concerns" Memo](#)
- O06 [Academic Senate Minutes PRT Memo](#)
- O07 [Governance Council Minutes PRT Memo](#)
- O08 [2<sup>nd</sup> IEPI PRT Visit Agenda](#)
- O09 [Downloadable IEPI Plan](#)
- O10 [3<sup>rd</sup> IEPI PRT Visit "laundry list" of activities](#)
- O11 [PRT Process Summary for Taft January 6<sup>th</sup> 2017](#)

### **Recommendation 1**

*In order to increase effectiveness, the team recommends that student and learning support services and administrative units actively participate in regular program review cycles including outcomes assessment. Results should be evaluated and used as a basis for improvement. (I.B.3, I.B.6, II.B.4, II.C.2, IV.A.2.b, IV.A.5)*

Taft College is committed to student success and evaluates the quality of its academic, administrative and support services demonstrating this regardless of location and means of delivery to enhance the mission of the institution and the strategic initiatives.

The College has strategically focused on improving the program review process/cycle. This work has been driven by the Strategic Planning Committee (SPC).

#### **Improving Institutional Effectiveness through Annual Program Review**

The College began reassessing its program review process in 2015-2016 through the Strategic Planning Committee reviewing processes, forms, timelines, rubrics, feedback and closing the loop. The Governance Council is the governing body that oversees the planning process with SPC being a governance committee reporting back through the Governance Council structure. There was a deliberate approach to integrate the program review process with the budgetary cycle as well. The Annual Program Review forms from 2015-2016 to 2016-2017 were updated to capture the following areas as outlined in the 2016-2017 How to Guide for APR Reports and APR Goals ([1.08](#), [1.09](#), [1.14](#), [1.19](#)):

For example one of the updated sections of the program review form is called Presenting the Results:

- Progress on activities implemented in the 2015-2016 academic year, specifically to achieve the goals identified in the 2015-2016 APR Report;
- Progress on the outcome measures listed on the 2015-2016 APR Report provided on the 2016-2017 APR CD; and
- Any other updates/progress/changes to the program made since last APR report was submitted.

The other updates include Probing the Results with “I Wonder” statements, ideating innovations with the “What if” questions by describing activities the unit believed would have an effect on the 2016-2017 outcome measures and the “Looking Forward” section by listing 2016-2017 goals. (Evidence handbook) This approach allowed for other questions, probing the results, wondering why data, assessment and/or activities reflected certain outcomes to initiate courageous discussions. These updates were shared and approved in the Governance Council meeting and provided during Fall 2016 in-service ([1.07](#), [1.03](#), [1.05](#), [1.10](#), [1.27](#), [1.29](#)).

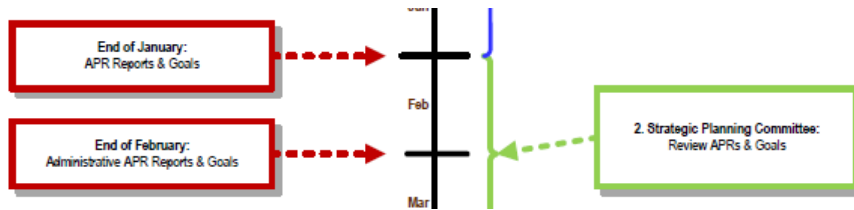
In summer 2016, SPC developed a new rubric to score the APR goals for the purpose of informing and prioritizing staffing and resource alignment decisions. Volunteers were asked to pilot the rubric in an effort to gauge the extent to which the rubric possessed inter-rated reliability. The work simply consisted of applying the new rubric to two program reviews from 2015-2016 submissions. Ten volunteers scored the two program reviews on the five areas designated to the rubric. The volunteer group reported their review and feedback to Governance Council early Fall 2016 ([1.02](#), [1.04](#), [1.19](#), [1.30](#), [1.31](#)):



- Participants in the pilot project agreed the rubric was usable and provided a useful guide to rating program review goals. It was noted that the use of the rubric changed participants' understanding of what elements should be included in future program review and would inform their strategies in writing program review in the future. The criteria used within the rubric are intended to ensure the following:
  - that APR goals are described in the APR Report narrative
  - are evidence-based
  - aligned with college planning document goals
  - have clearly defined outcomes that are measurable
  - have a clear plan for "closing the loop" to verify and validate their outcomes had the intended effect.

| Criterion  | Low Score  | Scoring            | High Score  |
|--|--|--------------------|---|
| 1. APR Goal is logical and supported by evidence.                      | weak relationship between APR and the APR goal; connection inferred, not supported by evidence | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | the link between APR and the APR goal is evident, strongly supported by evidence                          |
| 2. APR Goal aligned with college's planning document goal(s).          | a planning document goal is identified, but connection to the APR goal is only inferred        | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | the APR goal directly implements the planning document goal   |
| 3. APR Outcome well-identified and supports college planning outcomes. | the outcome is assumed or implied by the activities called for                                 | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | the outcome directly implements institutional planning outcomes, is transferrable/scalable                |
| 4. APR Outcome measurable with specifics provided.                     | APR Outcome indicators, methods and/or timelines incompletely specified                        | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | APR Outcome indicators, methods and timelines use institutional measures, are transferrable/scalable      |
| 5. APR Outcome assessed with before/after benchmark.                   | Before/after benchmarks and timelines incompletely specified                                   | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | Before/after benchmarks and timelines incremental, use institutional measures, are transferrable/scalable |

An effective strategy to enhance the program review timeline was the integrated approach with the budget cycle. Both timelines were compared to ensure one process did not delay, overlap or hinder another process in both cycles. The budgetary cycle of prioritization requests is embedded into the program review timeline. Another fundamental aspect in the process included the Administrative Review. Once program areas submit their APRs to Institutional Research then two areas are initiated for review; SPC review and the Vice Presidents then summarize their areas and provide an overall evaluation of the process with a synthesis and analysis to complete the Administrative Review process and submission of their program reviews.



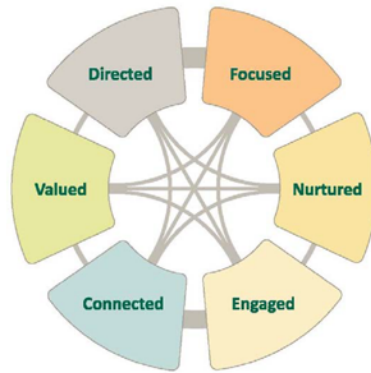
The feedback loop will be circulating through this process with SPC providing feedback to the programs/units based on their submitted APRs. This is a new process discussed in SPC, which will provide meaningful feedback and continue closing the loop ([1.01](#), [1.16](#), [1.19](#), [1.20](#), [1.21](#), [1.22](#), [1.23](#)).

## Student Services/Administrative Services

Additionally, the Student Services team has strengthened its training and support for the program review process and outcomes assessment related to the many services offered. The leadership team is transitioning from Program Effectiveness Measures to building meaningful Student Learning Outcomes or Administrative Learning Outcomes. To ensure the division understood the importance of SLOs, data and self-assessment a concurrent Fall 2016 in-service session was facilitated by Bob Pacheco, consultant and the Interim Vice President of Student Services for student services and administrative services focusing on the development of SLOs. One of the exercises conducted in the session was entitled, "Curious Questions." The workshop participants outlined curious questions they had in Student Services or "I Wonder Questions." The discussions focused on working together through a culture of inquiry, the planning cycle, SLOs, the RP Group Six Success Factors and assessment. For example, some of the curious questions captured during the session included the following ([1.06](#), [1.10](#), [1.13](#), [1.26](#), [1.36](#))

- Aligning with SAP, rates may increase but are the students getting the experience they need/want?
- What type of services do students use?
- Why are students taking a longer time to graduate from TC? (3 years)
- What if we had a budget to better serve student and employee safety? (What should we do first?)
- Engagement
- Self-efficiency
- What if we had standard data reports?
- How did I impact the student's life outside of school?
- Was your education at TC worth it?
- Were accommodations helpful?
- Were DSP&S staff/faculty helpful?
- Were you treated fairly?
- Outcomes several years after TC?

Program Review and the development of student services SLOs was weaved into the Counselor/Advisor department discussions and Student Success committee discussions as well. Continuous discussions followed after the in-service SLO workshop with the Student Services team and Bob Pacheco as the facilitator on Thursday, October 6, 2016. From that date through early December 2016 Bob Pacheco worked with the Student Service leads one on one on the development of their SLOs and program review framework. The team discussed in detail the RP Group Six Success Factors and decided to select one overarching theme then each lead would develop an SLO under the guiding theme. The selected theme for 2016-2017 was "Directed" focusing on students having a goal and knowing how to achieve it. From the Directed theme, an SLO/AUO will be developed in each area, with goals and then activities supporting those goals with an intentional alignment to the Strategic Initiatives outlined by the College. The effort is a movement addressing continuous improvement by building in assessment review, progress, planning, integration, communication, alignment while still incorporating the achievement data. This process allows annual assessment of identified goals and it is part of the planning processes ([1.18](#), [1.25](#), [1.28](#)).



- **Directed:** Students have a goal and know how to achieve it
- **Focused:** Students stay on track—keeping their eyes on the prize
- **Nurtured:** Students feel somebody wants and helps them to succeed
- **Engaged:** Students actively participate in class and extracurricular activities
- **Connected:** Students feel like they are part of the college community
- **Valued:** Students’ skills, talents, abilities and experiences are recognized; they have opportunities to contribute on campus and feel their contributions are appreciated

The Research and Planning Group for California Community Colleges Student Support (Re) defined Research

A Student Services timeline was established with momentum goals each month for the division to work towards in the program review development.

|          |   |
|----------|---|
| October  | <ul style="list-style-type: none"> <li>• Review and gather previous 2015-2016 PEM data, gather data on 2015-2016 goals and update status of those goals.</li> <li>• Work with Bob Pacheco on one Student Learning Outcome under the “Directed” theme.</li> <li>• Complete selection of SLO by October 31st</li> </ul>   |
| November | <ul style="list-style-type: none"> <li>• Review and gather previous 2015-2016 PEM data, gather data on 2015-2016 goals and update status of those goals.</li> <li>• Report on last year’s data and outcomes assessment from 2015-2016</li> <li>• What improvements were made, changes and/or additions?</li> <li>• Tie resources received from 2015-2016 to outcomes assessment.</li> <li>• Continue work with Bob Pacheco</li> </ul> |
| December | <ul style="list-style-type: none"> <li>• Continue work with Bob Pacheco</li> <li>• Submit draft Program Review to VPSS to review before final deadline in January</li> </ul>  |

Student Services collaborated with Institutional Research in outlining data needs to view trends and course success rates fostering courageous conversations to improve, identify gaps, strengthen outcomes, continue with strategies, etc. The course success rates for Math and English by college level or below college level included the following student services program participating form Fall 2015 to Spring 2016 ([1.17](#), [1.32](#), [1.33](#), [1.34](#), [1.35](#), [1.36](#)):

- Athletes
- CalWORKs
- Career Counseling
- DSP&S
- EOP&S
- TCI
- TRIO
- Veterans

Other groups have been identified to include in the course success data for the next academic calendar year. A Student Services survey was also sent to the student population Spring 2016 gathering information from the student constituent group based on evaluation of services.

In addition to establishing the Student Learning Outcome focus the dialogue expanded into a Planning Day meeting in December 2016 with the Counseling/Advising group. The goal was to expand the "I Wonder" questions into mapping students' momentum framework, student success plan, looking into the integrated planning crosswalk, reframing with creating a culture of inquiry, discussion, probing and assessment ([1.15](#)).

Though the Student Services review process, the College continues to focus its attention on student learning and support programs, which provide for the continued assessment of all its programs, services and students. The use of assessment data provides for the continuous improvement of its services to students.



Transition to Independent Living (TIL) students pose in their resplendent graduation regalia

**Evidence**

- 1.01 [Governance Council Minutes 1-6-17](#)
- 1.02 [2016 APR Scoring Rubric](#)
- 1.03 [Governance Council Minutes 9-2-16](#)
- 1.04 [2016-2017 APR Goal Rubric Validation Student](#)
- 1.05 [Governance Council Minutes 10-14-16](#)
- 1.06 [2016 Fall In-Service Student Services Curious Questions](#)
- 1.07 [2016 APR How to Guide](#)
- 1.08 [2016 APR Goal Form](#)
- 1.09 [2016 APR Report Form](#)
- 1.10 [Agenda for SLO day Fall 2016](#)
- 1.11 [Counseling Advising Meeting Minutes 9-1-16](#)
- 1.12 [Governance Guide Updates 11-23-15](#)
- 1.13 [Planning Day Agenda 12-15-16](#)
- 1.14 [PR Flow 2016](#)
- 1.15 [Program Review and Student Services SLOs Timeline Email 10-19-16](#)
- 1.16 [SLO Thursday Meeting 10-4-16](#)
- 1.17 [SPC 2016 Minutes 10-28](#)
- 1.18 [SPR Minutes 6-2-16](#)
- 1.19 [SPC Minutes 6-8-16](#)
- 1.20 [SPC Minutes 7-6-16](#)
- 1.21 [SPC MTG Minutes 8-8-16](#)
- 1.22 [SSR Six Success Factors Poster](#)
- 1.23 [Student Services SLOs Fall 2016 In-Service](#)
- 1.24 [Taft August 2016 Final PPT](#)
- 1.25 [Taft Outside the Classroom ppt Student Services 10-6-17](#)
- 1.26 [Program Review Agenda Fall 16 In-Service 8-13-16+](#)
- 1.27 [Governance Council Minutes 9-23-16](#)
- 1.28 [Governance Council Minutes 10-28-16](#)
- 1.29 [Course Success Student Retention Persistence Target Population Services Data](#)
- 1.30 [Spring 2016 Student Services Survey Summary](#)
- 1.31 [SS Course Success Fall 2016](#)
- 1.32 [Target Populations](#)
- 1.33 [Student Success Minutes 11-10-16](#)



## ***Recommendation 2***

*In order to increase effectiveness and address the needs of online students, the team recommends that the College expand, diversify, and provide technology-related workshops that are based upon identified needs of distance education faculty. (II.A.1.c, II.A.2.a, II.A.2.b, II. A.2.e, II.A.2.f, II.B.4, III.A.5.a, III.A.5.b, III.C.1.c)*

### **Identifying the Needs of Distance Education Faculty**

Taft College has expanded and diversified technology-related workshops that are based upon the identified needs of distance education faculty. Some of the ways that the needs of distance education faculty have been identified include the following:

In the process of developing and approving the Regular Effective Communication Policy (2.10) (2.11) for all distance education classes in Spring 2015, the Taft College faculty had robust discussions on what regular effective communication looks like in a distance education class, and how distance education faculty might initiate regular effective communication. These discussions prompted collaboration with @One to develop and deliver a “From Communication to Community” online workshop (2.12) (2.13) at our May 2015 in-service. This online workshop was the first attempt by Taft College at delivering professional development at the annual May in-service outside of traditional professional development formats. By offering this workshop online, the participants experienced firsthand some of the benefits and some of the challenges of being an online student. Most of the participants accessed the workshop from their homes at times that were convenient for them. In all, 28 participants completed the workshop- 23 full-time faculty, four adjunct faculty, and one classified employee (2.14).

In February, 2016, the Professional Development Committee issued the third-annual Professional Development Needs Analysis survey to classified employees, management employees, and to all faculty (full-time and adjunct). Of the 59 respondents to the survey (2.14.1) (2.15), 16 indicated they would like professional development in the area of distance education (14 out of 28 full-time faculty; one out of 16 adjunct faculty; one out of 10 management employees; and, zero out of 15 classified employees).

In May 2016, the TC Academic Senate voted in favor of adopting the Canvas Learning Management System (2.16). With that adoption came the agreement that distance education faculty would participate in a formal workshop on how to use Canvas. Beginning in May 2016, distance education faculty were given the option of completing this formal training either from @One or through the Distance Education Instructional Support Team at the College. Most faculty who sought out Canvas training chose to do so through the online workshops offered by the Distance Education Instructional Support Team.

At the end of May 2016, The Distance Education Instructional Support Team conducted the first Introduction to Canvas online workshop (2.17) (2.17.1) for Taft College employees. The workshop began the week after the conclusion of the spring semester. The workshop participants were given a week to complete three modules which guided them through the process of building their own course within Canvas. Thirty-two full-time faculty completed the workshop, along with three adjunct faculty and two classified employees (2.18).

The experience gained from conducting the first Canvas workshop led to refining and enhancing the content and the activities of the second [Introduction to Canvas](#) online workshop (2.19) which was conducted in fall 2016. This workshop duration was spread out over four weeks and covered one module per week. This workshop was unique in that more adjunct faculty participated in this professional development event than full-time faculty. Fifteen adjunct faculty and four full-time faculty completed the second workshop (2.20).

The third [Introduction to Canvas](#) online workshop is in progress (2.21) (2.22) with seven adjunct faculty and six full-time faculty participating. It is likely that these [Introduction to Canvas](#) online workshops will continue to be conducted once per semester over the next three semesters, including summer 2017.

Faculty are also encouraged to pursue other online training options outside of Taft College. The DE Support Team regularly broadcasts email announcements regarding distance education professional development offered by @One (2.23). @One is a professional development provider who is supported by a grant from the CCC Chancellor's Office. @One provides an assortment of professional development dealing with issues and challenges related to teaching online classes ([onefortraining.org](http://onefortraining.org)). Faculty can take individual classes, like Introduction to Online Teaching with Canvas, Designing Effective Online Assessments, and Creating Accessible Online Courses. Faculty can also take a series of classes where they will earn an Online Teaching Certificate.

### **Just-In-Time Training**

Taft College has expanded and diversified technology-related workshops further by providing informal [Just-In-Time](#) training based on self-identified needs of the faculty as their needs arise organically. The Distance Education Instructional Support Team responds to these requests through means that align with the complexity of the need or the technological proficiency of the faculty. Those who have high proficiency in the use of technology or who have a simple technical need may receive the training they need through a phone call. As the technological proficiency decreases, or the complexity of the issue increases, the DE Support Team adjusts its targeted training either through asynchronous methods, such as emailing a series of screenshots (2.24) or a [link](#) to a video tutorial (2.25) or the training can be conducted via synchronous methods by using Zoom to share screens (2.26), or by physically spending time with the faculty in their offices.

Other [Just-In-Time](#) training options for faculty include having access to valuable instructional videos created by Grovo and Lynda.com (2.27), courtesy of the CCC Chancellor's Office. To access these videos, faculty, or any Taft College employee, will need to create an account at the CCC Professional Learning Network website (<https://prolearningnetwork.cccco.edu>). Once logged in, all Taft College employees can access over 4,000 instructional videos on demand.

Lastly, a more traditional professional development resource is also available to all Taft College faculty. Faculty have a dedicated Professional Development Center room, located in the library. In addition to the laptops and the wide-screen TV available for presentations and collaboration, faculty can also check out books from our Professional Development Collection (2.28) (2.29). This collection contains many books on research-based online teaching and learning methodology plus numerous other books on a wide-range of higher education topics.



Taft College President Dr. Debra S. Daniels welcomes new employees

### Evidence

- 2.10 [Taft College Regular and Effective Contact Procedure for Distance Education](#)
- 2.11 [Academic Senate Minutes 5-20-2015](#)
- 2.12 [@One From Communication to Community](#)
- 2.13 [@One Taft Workshop](#)
- 2.14 [@One Communication to Community list of completers](#)
- 2.14.1 [Taft College Professional Development Needs Assessment Survey](#)
- 2.15 [Taft College Professional Development Needs Assessment Survey Comments](#)
- 2.16 [Academic Senate Minutes 5-2-2016](#)
- 2.17 [Intro to Canvas May 2016](#)
- 2.17.1 [Canvas Workshop Email Confirmation](#)
- 2.18 [Intro to Canvas May 2016 completers](#)
- 2.19 [Intro to Canvas Fall 2016](#)
- 2.20 [Intro to Canvas Fall 2016 completers](#)
- 2.21 [Intro to Canvas Workshop Email](#)
- 2.22 [Intro to Canvas Spring 2017](#)
- 2.23 [@One September 2016 eNews](#)
- 2.24 [Faculty Resource Page - Canvas](#)
- 2.25 [3CMedia Tutorials](#)
- 2.26 [Zoom meeting with Salomon](#)
- 2.27 [Grovo and Lynda.com](#)
- 2.28 [Professional Development Committee Book Collection 1](#)
- 2.29 [Professional Development Committee Book Collection 2](#)





### **Recommendation 3**

*In order to increase effectiveness of distance education, the team recommends the College develop and implement a Distance Education Plan, which addresses issues of student achievement and faculty training that is consistent with AP 4105 - Distance Learning, and that this plan is incorporated into college governance dialog and the integrated planning process. (II.A.2, III.C.1.c)*

In spring 2016, the [Academic Senate formed a Distance Education \(DE\) subcommittee of the full senate](#) (3.01) to address issues of student achievement and faculty training. The Distance Education Coordinator (a faculty position), in concert with the DE Committee, created a [DE Plan](#) (3.02) consistent with [AP4105](#) (3.03).

The DE Plan identifies student achievement outcomes for improvement. The plan describes current distance education services for students and articulates the plan to improve these services; it outlines both current offerings and future plans for faculty professional development; and it describes the role of the DE plan and DE Committee in college governance dialog and the integrated planning process.

Current online counseling and other student services through phone, email and web information are being expanded through the purchase of Cranium Café, a web conferencing tool that is supported by the State Chancellor's office Online Educational Initiative (OEI). Cranium Café integrates via single sign-on into Canvas Learning Management System (LMS), and is available by direct sign-on off of web links without Canvas. This online resource provides the capacity for interactive online counseling sessions with all student services, including counseling, tutoring, orientation, specialized programs like CARE and EOPS, disability services and directory service. It provides the means to ensure that all course delivery and all support services are fully accessible.

The plan also supports student success by establishing minimum standards for faculty to be Instructor of Record for online offerings, professional development that supports faculty in meeting these standards and in growing professionally in teaching online, and facilitated just-in-time trainings on-demand for faculty in need. These minimum standards and professional development and training offerings are extended to fully support inmate education within the prisons, both face-to-face, through traditional correspondence modalities, and through the current development of "mediated" correspondence courses where all communication between faculty and inmate students is via online communication mediated by a staff member with internet access, which offers a significant improvement in meeting regular effective contact expectations for these modalities.

#### **Evidence**

- 3.01 [Academic Senate Minutes November 18 2018](#)
- 3.02 [Taft College Distance Education Plan 2017-2020](#)
- 3.03 [AP 4105 Distance Learning](#)



### **Recommendation 4**

*In order to meet the standards, the team recommends the College fully integrate the assessment of course and program student learning outcomes (SLOs) into the program review process, including analysis and dialog of results at the department/program level. The team also recommends the College systematically assess the effective use of financial resources and the impact of program changes as a result of implemented program review recommendations. (I.B.1, I.B.3, I.B.6, II.A.1.c, II.A.2.a, II.A.2.e, II.A.2.f, II.B.4, II.C.2, IV.A.2.b, IV.A.5)*

Taft College's response to Recommendation 4 began with the development of the IEPI Innovation and Effectiveness Plan, described in the Overview section of this report. Gaps between what the college was doing and what it should have been doing were identified and interventions to close those gaps were developed and implemented as described below. The interventions were numerous and overlap with interventions developed to address Recommendation 6. Consequently, several of the interventions described in this section also address Recommendation 6 and vice versa. The following interventions are described in this section:

- Governance Council/Campus retreat facilitated by Dr. Bob Pacheco in February 2016 on analysis of data;
- Modification of Annual Program Review Report and Goal Forms to integrate the assessment of course and program SLOs into the program review process, with form fields to include analysis and dialog of results;
- SLO Data placed directly on Program Review Website;
- Modified rubric for evaluating Annual Program Review resource requests;
- Dialog encouraged and captured via numerous methods;
- Additional "SLO Day" added to fall in-service to focus on relevant SLO issues;
- Faculty and Staff Training;
- Annual program review process to include an evaluation of the effectiveness of program changes resulting from financial resource allocations or program changes;
- Changes in timeline and process of higher-level administrative program review to incorporate impact of financial resources.

#### **Governance Council/Campus Retreat February 2016**

It was determined that faculty and staff engaging in program review would benefit from additional training in the "analysis and dialog of results" of both SLO data and other types of data, including student achievement data. Dr. Robert Pacheco was identified as a widely known expert on the topic and was retained to facilitate the annual spring retreat of the Taft College Governance Council, along with numerous other campus faculty and staff members, specifically to address this topic. During this retreat, Dr. Pacheco presented the [Stanford Design School Model](#) (4.01) of data exploration where participants are instructed to explore the data using two questions: "I wonder . . ." and "What if . . .". The "I wonder" question is meant to engage program review staff in an analysis of the data to essentially explore cause and effect relationships in the outcome data. Numerous examples from other schools were presented and discussed-several examples using Taft College data were demonstrated, and breakout sessions using the model to analyze data were conducted with faculty and staff. Results were shared out by each breakout group and discussed by the entire group.

[Although feedback on the retreat was mixed](#) (4.01a), several people indicated in an evaluation of the retreat that they thought the presentation provided a solid foundation for addressing the recommendations resulting from the accreditation site visit.

### **Modification of Annual Program Review Forms**

Guided by the information on the Stanford Design School Model presented by Dr. Pacheco at the February 2016 Governance Council retreat, the Strategic Planning Committee opted to modify the annual program review forms to in part allow the capture of analysis and dialog. The modified form was [discussed in and approved by the Academic Senate](#) (4.03). The modifications of the annual program review forms also allowed for flexibility in presenting and analyzing SLO data as well as other types of data whereas, in the previous version, SLO data in particular were included in a separate section of the form separate from other types of data. It was felt that this unification would allow for better integration of learning outcome data into the program review process.

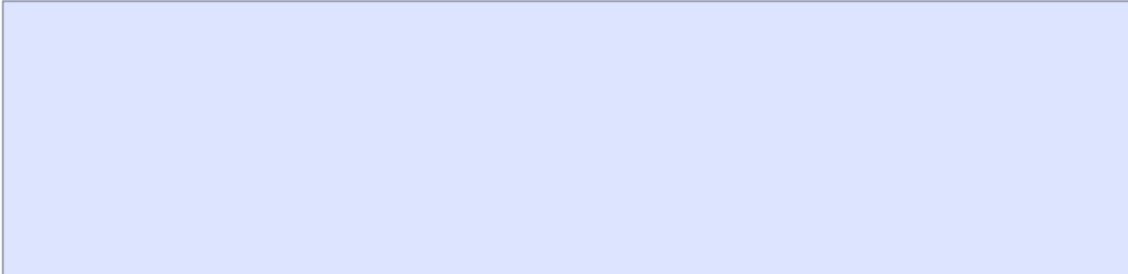
The Annual Program Review (APR) forms currently consist of two forms, [a “report” form](#) (4.04) and a [“goal” form](#) (4.05). Every program/department on campus is required to submit an APR report form each year and, for each goal requiring resources, a goal form. The entire annual program review process is described in the [“Annual Program Review How To Guide”](#) (4.06) made available to all department and program personnel at the start of each program review cycle. The modified APR report form consists of three sections:

- (1) a “Program Description” section with the program’s mission statement and a brief description of the program;
- (2) a “Looking Back” section with three components
  - one for presenting a descriptive summary of the previous year’s results,
  - one for analysis of the results (why?, or “I Wonder . . .”) which includes a judgement as to the effectiveness of any activities from the previous year, and
  - one for speculating on making activities more effective in the next cycle of APR (What If . . .); and
- (3) a “Looking Forward” section where program goals for the upcoming year are listed.

The core of the annual program review form is, of course, the “Looking Back” and “Looking Forward” sections because this is where the analysis of the data takes place, judgements are made of the effectiveness of the previous year’s interventions on producing the intended results (previous year’s goals), and where the next year’s goals are listed. Each of these annual program review form sections is presented in the following section of this report.

As shown in Figure 1, Section IIA of the Annual Program Review Report Form allows for programs to present the pertinent outcomes from the previous year, whether those outcomes are student learning outcomes, student achievement outcomes, program effectiveness measures, customer satisfaction survey results, or other relevant results. This section is intended only a place where pertinent results are presented using a narrative format; if the person conducting the program review wishes to submit figures or more extensive results, they can include an attachment. The objective is to convey the general trend of the relevant outcomes used to measure the prior year’s goals.

**Figure 1. APR Form Data Summary Field**

| Section II: Looking Back—2015-2016  |
|---|
| <b>IIA. Present the Results (Rubric Criterion 3)</b>                                      |
| Provide a descriptive summary of the outcomes from the 2015-2016 cycle of program review. |
|         |

It should be noted that the IIA field “Present the Results” is linked to “Rubric Criterion 3,” which will be discussed in the section on Modifications to the Prioritization Rubric. Other fields on the Annual Program Review forms have similar notations thus linking specific fields within the annual program review forms to specific criteria on the Prioritization Rubric.

Sections IIB and IIC on the annual program review report form, shown in Figure 2, are modeled on the Stanford Design School two-step process to examining evidence in dynamic settings. The act of responding to the two fields (“I Wonder” and “What If”) provide the program staff with a hands on, easy to use process to look at data in meaningful ways. In the IIB “Probe the Results: I Wonder . . .” field, program review participants are encouraged to speculate on the cause of the outcomes, which includes an analysis on whether efforts to improve on the outcomes were effective. The prompts for each field on the annual program review forms were written so as to be concise and easy to follow, with more elaborate explanation available in the [“Annual Program Review How To Guide”](#) (4.06) available to all programs on CD and online. In the IIC “Ideate Innovations: What if . . .” field, program review participants are prompted to generate ideas to follow up on the results, and these ideas will become the basis for goals for the following year.

## Figure 2. APR Form Stanford Design School Two Step Process for Analyzing Data

### IIB. Probe the Results: I Wonder . . . (Rubric Criteria 1, 3)

In this section, judge whether the activities you implemented in 2015-2016 to reach your goals were effective. Did the activities have an effect on the outcome? Please describe WHY you believe your outcomes came out the way they did. Did you reach your goals? If yes, explain why. If you did not reach your goals, explain why.

### IIC. Ideate Innovations: What if . . . (Rubric Criteria 1, 5)

In this section, describe activities you believe would have an effect on your 2016-2017 outcome measures.

The three fields taken together offer the required flexibility to address any type of data; it doesn't matter if the data were generated via student learning outcomes, student achievement outcomes, program effectiveness measures, or some other type of the data, the process of analysis is the same: present the data, probe the data, and generate innovations to act on the data. Consequently, the dialog taking place within departments in regards to learning outcomes and other outcomes is captured and documented in the annual program review report forms.

As shown in Figure 3, the final part of the annual program review report form allows the department to set goals for the following year. The form contains prompts aligned with the prioritization rubric so that report authors are reminded to refer to the rubric while writing their goals. Once program/department goals are set, the program or department follows through on implementing the activities called for in the plan and the cycle of "looking backward/looking forward" begins again with the following cycle of annual program review.

**Figure 3. APR Form Section III Looking Forward**

**Section III: Looking Forward—2016-2017**

**III. List Your 2016-2017 Goals—Be Quantitative!**

List your 2016-2017 APR goals in terms of their expected changes on the outcome measures as indicated earlier. Each goal that requires resources, impacts other areas, or otherwise is substantive requires the submission of an APR Goal form. Keep in mind the scoring rubric criteria:

1. The relationship between program review narrative and the APR Goal is evident and strongly supported by evidence.
2. The APR Goal directly implements institutional planning document goals.
3. The outcome directly implements institutional planning outcomes, and is transferrable and/or scalable institutionally.
4. APR Outcome indicators, methods and/or timelines use institutional measures, transferrable/scalable institutionally
5. Before/after benchmarks and timelines are completely specified, identical methods, transferrable/scalable.



The [annual program review goal form](#) (4.05), which provides details for resource requests, remained essentially unchanged from the previous version. One important exception, however, is this year’s version contains references on various fields linking those fields to specific criteria on the prioritization rubric.

## SLO Data Placed Directly on Program Review Website

To further increase the integration of learning outcome data into the program review and planning process, SLO data were placed directly on the [Program Review Page of the Institutional Assessment, Research & Planning Website](#) (4.07), in contrast to PDFs that were e-mailed to program review authors in past years.

## Modified Rubric for Evaluating Annual Program Review Resource Requests

Because the development, construction and testing of the [prioritization rubric](#) (4.08) were covered under Recommendation 1, a brief summary of the aspects relevant to Recommendation 4 will be presented in this section. A cycle of annual program review at Taft College begins in the fall semester, at the August in-service meeting, when the program review forms, data, prioritization rubric and supporting documents are distributed to all departments on campus. The prioritization rubric is used [toward the end of the annual program review cycle](#) (4.09) by the Governance Council to prioritize resource requests, which are submitted by departments via an annual program review goal form. However, to facilitate the writing of program review reports and goals, the rubric is distributed to all departments at the start of each APR cycle so that each department can refer to the rubric as they complete their annual program review report forms and goal forms for the purpose of obtaining the maximum amount of points on each of the rubric's five criteria.

In summer of 2016, the Strategic Planning Committee [revised the rubric used by the Governance Council to rank resource requests arising from program review](#) (4.10). The older rubric had only two criteria—demonstrated need in program review and alignment with the Strategic Action Plan. All of the new prioritization rubric criteria were designed to emphasize the use of objective data to support requests, to align with educational plans, to be measurable, to have a specific timeline, and to “close the loop” by specifying “before” and “after” measurements corresponding with “looking back” and “looking forward” in the annual program review process, thus maintaining continuity. The new rubric provokes departments to connect their resource requests directly to data and awards a higher score for requests with clear plans and timelines for evaluating the impact of the program review:

| Criterion  | Low Score  | Scoring            | High Score  |
|--|--|--------------------|---|
| 1. APR Goal is logical and supported by evidence.                      | weak relationship between APR and the APR goal; connection inferred, not supported by evidence | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | the link between APR and the APR goal is evident, strongly supported by evidence                          |
| 2. APR Goal aligned with college's planning document goal(s).          | a planning document goal is identified, but connection to the APR goal is only inferred        | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | the APR goal directly implements the planning document goal   |
| 3. APR Outcome well-identified and supports college planning outcomes. | the outcome is assumed or implied by the activities called for                                 | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | the outcome directly implements institutional planning outcomes, is transferrable/scalable                |
| 4. APR Outcome measurable with specifics provided.                     | APR Outcome indicators, methods and/or timelines incompletely specified                        | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | APR Outcome indicators, methods and timelines use institutional measures, are transferrable/scalable      |
| 5. APR Outcome assessed with before/after benchmark.                   | Before/after benchmarks and timelines incompletely specified                                   | 1 ⇌ 3 ⇌ 5 ⇌ 8 ⇌ 13 | Before/after benchmarks and timelines incremental, use institutional measures, are transferrable/scalable |

In August and September of 2016, the rubric was distributed to the college community on the IAR&P Page, explained during Planning Days, and discussed in the [Governance Council](#) (4.11) and Academic Senate.

Subsequent to the rubric's unveiling, faculty participated in a [reliability study to pilot the rubric on goals from the prior year's program review cycle](#) (4.12). The ten faculty who participated in the study deemed the rubric to be viable and useful in ranking budget requests.

In preparation for completing the 2015/2016 program review, emphasis was placed on evaluating the impact of resource allocations. The topic was explored in [Governance Council](#) (4.13) and through a special session during SLO Day.

### **Dialog Encouraged and Captured via Numerous Methods**

Departments and programs were encouraged to discuss the implications of their findings (analysis and dialog) and incorporate the results of discussions into the Annual Program Review report and goal forms. These conversations occurred in the [Governance Council](#) (4.11) (4.13) as well as in the in-service "Program Review Overview" and SLO Day overview sessions. Faculty discuss the implications of SLO assessment data by department during planning days and use the [Annual Program Review Report form to document their dialogues and findings](#) (4.14).

The Student Learning Outcomes Assessment Steering Committee meets regularly to review and discuss the implications of student learning outcomes and the processes by which these data are collected and used. Implications of these discussions and decisions are taken by committee members back to their constituents for further discussion, and [recommendations by this committee are brought to the Governance Council for discussion and action](#) (4.15).

Beginning in the fall 2016 semester, a "Faculty Fridays" forum was held each week for faculty and other interested individuals to [discuss various aspects of annual program review with an emphasis on SLOs](#) (4.15b). The forums will continue during the spring 2017 semester as long as there is continued interest. It was during one of these forums where the Prioritization Rubric was evaluated for reliability. Topics have included:

- How to Score a 13 on Each APR Goal-Prioritization Rubric
- Reduce Your SLO Work
- Alignment of CSLO to PSLO
- COR Revisions
- Writing or Revising SLOs
- Assessments Made Easy- Writing an Assessment Plan
- General Education SLO and How to Assess Them
- "I Wonder" and "What If" with Your Program's Data
- Co-curricular Activities and Enhanced Learning
- Review of Institutional Learning Outcomes
- Signature Assignments or Standardized Tests
- Having Enough Evidence to Support Resource Requests
- Got Funded? Assessing the Impact of Funding on Student Success

The General Education and Curriculum Committee meetings include [agenda items](#) relevant to the integration of student learning outcome and other data into program review and planning (4.16).

### **Additional "SLO Day" Added to Fall In-Service**

Prior to this academic year, Taft College designated one day per year as an "SLO Day" during in-service dedicated to campus-wide activities focusing on SLOs. Starting this year,



two days are now designated as SLO Days each year, [one in the spring](#) (4.17) and one in the fall. The details of the SLO Day activities are given in the section on Faculty and Staff Training, below.

### Faculty and Staff Training

For the current cycle of program review, faculty and staff received additional training on the annual program review process to ensure they understand the changes and the reasons for them. Each in-service in the fall and spring, a one hour overview on program review is offered in the morning of the first “planning day” (there are two planning days and one SLO day each in-service). This year, the session on program review was extended from one to two hours to completely review the modified annual program review forms, associated documents and processes. The session concluded with a question-and-answer forum and one-on-one meetings between the IR Coordinator and program staff to discuss issues specific to individual programs/departments.

This year, during the SLO Day on January 10<sup>th</sup>, [all-day conference style activities were offered in breakout sessions in regards to SLOs](#) (4.18). The flexible arrangement allowed for faculty to optimize the day by attending the training or activity that was most relevant and necessary to each faculty member. Breakout sessions were offered on the following topics:

- Entering data into eLumen
- Setting up assessments in eLumen
- Understanding eLumen reports
- Defining and assessing critical thinking
- Analyzing data
- Understanding eLumen reports for Student Services
- Resource allocations & closing the loop on assessment
- eLumen reports for Program Leads
- Analyzing data for Student Services

The SLO Day concluded with an all-group wrap up. Facilitators from eLumen presented at some of the breakout sessions. Most of the sessions were well-attended.

### Evaluation of the Effectiveness of Program Changes Resulting from Financial Resource Allocations or Program Changes

The annual program review and planning process was modified in several key ways to incorporate evaluation of the effectiveness of program changes resulting from resource allocations or program changes. Firstly, as indicated in several earlier sections, the APR Report Form was modified to direct report authors to include an evaluation at the program level. The APR Report Form prompt in Section IIB specifically states “In this section, judge whether the activities you implemented in 2015-2016 to reach your goals were effective. Did the activities have an effect on the outcome? Please describe WHY you believe your outcomes came out the way they did. Did you reach your goals? If yes, explain why. If you did not reach your goals, explain why.” In preparation for completing the 2015/2016 program review, emphasis was placed on evaluating the impact of resource allocations. The topic was explored in Governance Council ([4.11](#)) ([4.13](#)), the Academic Senate ([411a](#)), the [Strategic Planning Committee](#) (4.10), and through a [special session during SLO Day](#) (4.19).

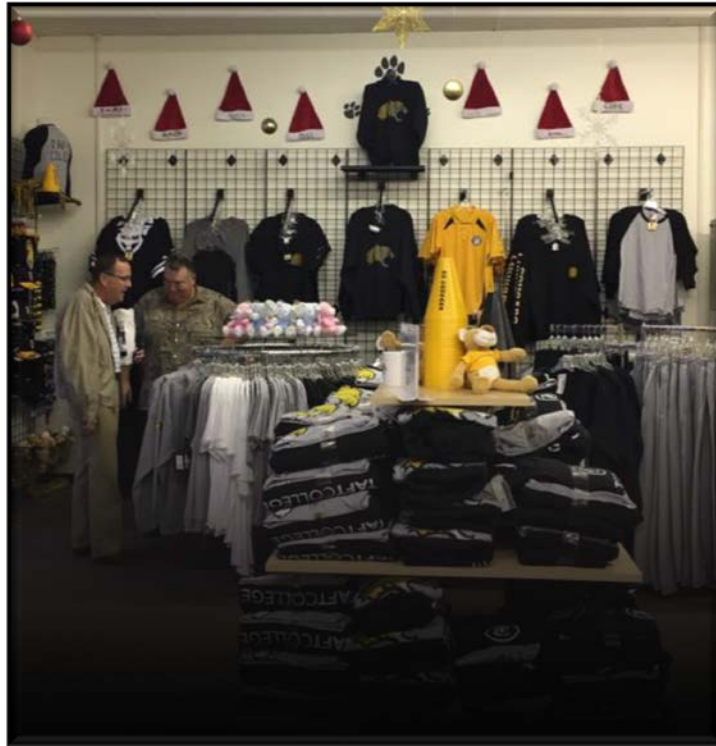
Secondly, at the institutional level, the [Governance Council dedicated its entire February 10<sup>th</sup> 2017 meeting to the evaluation of the impact of resource allocations and program](#)

[changes from the 2015/2016 cycle](#) (4.20). The activity was intended to be an examination of Section IIB of each program review of programs that received funding for resource requests from the prior cycle, to determine the extent to which these evaluations are documented in the 2015/2016 cycle and to give program leads the opportunity, if necessary, to document the evaluation of these interventions. This activity will be permanently implemented in future cycles of program review subject to, of course, an evaluation of its effectiveness.

### **Changes in Timeline and Process of Higher-Level Administrative Program Review**

Beginning in the 2014-2015 academic year, the cycle of program review was changed from overlapping 18 month cycles to consecutive 12 month cycles aligned with the annual budget cycle. During the second 12 month program review cycle in 2015-2-16, it was determined that administrative review of programs under each administrator was problematic due to the timing of process—program reviews that have not yet been completed cannot be reviewed. Consequently, to increase effectiveness of the process, beginning in the 2016-2017 cycle, the timeline to start an administrative-level review of the department/program-level reviews was changed to March, thus allowing administrators to review all of the submitted reports in their area and [provide feedback to those programs during the annual cycle](#) (4.09). It is expected that the increased feedback provided to the programs and increased coordination of program-level reviews will lead to higher levels of integration and more useful information flowing from the programs. Because this process was implemented this year and is currently under way, it will not be evaluated until the start of the 2017-2018 cycle of program review.

Two other important changes in the program review process are those of strict adherence to the 12 month cycle and the simplification of program review content. In the past, the 12 month timeline was not adhered to for all programs, an oversight that allowed the entire process to be disrupted. Additionally, some programs were submitting far more information in their program review reports than was necessary. Both of these issues have been addressed by repeatedly instructing all constituents to stay on schedule and follow the process. By staying on schedule, the Strategic Planning Committee will be able to review the submitted APR Reports and Goals and provide appropriate feedback to the programs, the administrative-level review will be able to provide additional feedback to the programs on important matters such as funding availability and cross-program resources, and the Annual Program Review Reports will be concise and easy to process and utilize.



Taft College's Bookstore provides a wonderful shopping experience for students and community members alike

### Evidence

- 4.01 [Pacheco PowerPoint Presentation](#)
- 4.01a [Evaluation Survey of Governance Council/Campus Retreat](#)
- 4.03 [Academic Senate Minutes—May 2](#)
- 4.04 [APR Report Form](#)
- 4.05 [APR Goal Form](#)
- 4.06 [APR How To Guide](#)
- 4.07 [Link to IAR&P Website](#)
- 4.08 [APR Prioritization Rubric](#)
- 4.09 [APR Timeline](#)
- 4.10 [Strategic Planning Committee Minutes July 6 2016](#)
- 4.11 [Governance Council Minutes September 2016](#)
- 4.11a [Academic Senate Minutes October 5 2015](#)
- 4.12 [APR Prioritization Rubric Reliability Study](#)
- 4.13 [Governance Council Minutes—October 2016](#)
- 4.14 [Link to submitted APR Report and Goal Forms](#)
- 4.15 [Taft College Governance Guide](#)
- 4.15b ["Faculty Fridays" Schedule](#)
- 4.16 [Curriculum and General Education Committee](#)
- 4.17 [Link to Spring 2017 In-Service Schedule](#)
- 4.18 [January 10<sup>th</sup> 2017 SLO Day Schedule of Activities](#)
- 4.19 [PowerPoint Presentation for "Closing the Loop" Session](#)
- 4.20 [Minutes from February 10<sup>th</sup> 2017 Governance Council](#)



### **Recommendation 5**

*In order to meet the standards and comply with the ACCJC Substantive Change Policy, the team recommends that the College submit a substantive change proposal for the discontinuation of the campus automotive program and a substantive change proposal for the re-established Welding Program offered at an off-site location. (Policy on Substantive Change, II.A.6.b, IV. A.2.b)*

Subsequent to the September/October 2015 accreditation site visit, Taft College initiated the substantive change process for four potential substantive changes: (1) Distance Education, (2) Correspondence Education, (3) Discontinuation of the Automotive Program, and (4) New Welding Facilities. This section of this report covers the substantive change reports submitted for discontinuation of the automotive program and the new welding facilities.

#### **Discontinuation of the Automotive Program**

Taft College has developed a "Step One Form" that it uses to initiate the substantive change process with the Accrediting Commission. The "Step One Form" is a standardized PDF fillable form containing the information requested by the Commission to help them determine whether a full substantive change report is required. A ["Step One Form" for the discontinuation of the automotive program](#) (5.01) was submitted to the Commission on December 7, 2015. At the same time, a [draft substantive change report for the discontinuation of the automotive program](#) (5.02) was also submitted to the Commission. After reviewing the "Step One Form" and the draft substantive change report, Dr. Norv Wellsley of the ACCJC informed Taft College on January 25, 2016, that [a full substantive change report would not be necessary](#) (5.03) in regards to discontinuance of the automotive program.

#### **Background**

To assist the reader with understanding the sequence of events leading up to the discontinuance of the automotive program, the following information has been excerpted from the draft substantive change report.

In spring 2008, the Career Technical Education Coordinator, in conjunction with the Applied Technologies Division Chair, [commissioned a study](#) (5.04) to ascertain what would be required for Taft College's automotive technology program to be certified by the National Automotive Technicians Education Foundation, a standard certification offered by almost all automotive technology programs at accredited institutions. A representative from the Foundation reviewed the existing program mission, administration, resources, funding, student services, curriculum, equipment, facilities, staff, and agreements. Recommendations were offered along with the cost of bringing the program up to the required Foundation criteria, not including the cost to upgrade facilities. The recommendations were presented to Taft College's administration along with other pertinent information including program enrollments, degrees and certificates awarded, and input from community members. Given the cost required to bring the automotive program up to Foundation standards, a lack of resources required to improve the program, and the lack of demand for the program, it was recommended by the Career Technical Education Coordinator and Applied Technologies Division Chair to terminate the program. Prior to the

actual termination of the program, some resources were expended to improve the program but this proved insufficient to increase enrollments. The program continued for another few semesters and then was formally terminated in fall 2011 when courses were no longer offered.

After the full-time instructor retired in May 2008 and subsequent relocation of the automotive technology program facilities to an off-campus location, enrollments began to dwindle. This decline in enrollments prompted the CTE Coordinator to commission the comprehensive study to ascertain the viability of the program. The study concluded that the program would require a substantial amount of funds to remain viable, funds that were not available. Consequently, the program was permanently closed.

Several needs assessments were conducted prior to the termination of the program. Although earlier assessments concluded that there was a statewide need and possibly a regional need for trained automotive mechanics and technicians, there was little to no local need. In addition, enrollments in the program (an indicator of need) had dwindled, and the resources available for the program did not meet the standards required by the program. Given these assessments, the conclusion to terminate the program was inevitable.

At the Academic Senate meeting held October 7<sup>th</sup>, 2011, the [Applied Technologies Division recommended formally discontinuing the automotive program](#) (5.05) at Taft College. The CTE Coordinator explained how the lack of funding for sufficient facilities, the lack of full time faculty for the last four years, and the lack of employers for technicians and mechanics in the community were all reasons supporting this request. He added that fall, 2011, was the first time that no automotive classes were offered at Taft College. He stated that if you visited an automotive facility at another community college, you would be embarrassed by the stark contrast to Taft College's existing automotive facilities. The Senate responded that there was no formal process for terminating programs and that it would develop one. During the time this policy was being drafted by the Academic Senate, Taft College's automotive technology program was officially terminated by the Administration and the facilities permanently closed.

Students seeking degrees or certificates in the automotive technology program at the time the program was terminated (fall 2011) were accommodated by allowing them to finish their degree or certificate.

As shown in the following table, by 2012-2013, only two students completed a degree or certificate in the program. No students earned a degree or certificate after 2012-2013.

**Table 1. Automotive Technology Degrees and Certificates 2007-2008 to 2012-2013**

| Automotive Technology-094800<br>Degrees and Certificates | Academic Year |               |               |               |               |               |
|--|---------------|---------------|---------------|---------------|---------------|---------------|
|  | 2007-<br>2008 | 2008-<br>2009 | 2009-<br>2010 | 2010-<br>2011 | 2011-<br>2012 | 2012-<br>2013 |
| Associate of Science (A.S.) degree                       |               | 2             | 2             | 1             | 1             | 1             |
| Certificate requiring 60+ semester units                 |               |               | 1             |               |               |               |
| Certificate requiring 18 to < 30 semester units          | 4             | 2             | 1             | 2             | 6             |               |
| Certificate requiring 12 to < 18 units                   |               |               |               |               | 2             |               |
| Certificate requiring 6 to < 18 semester units           |               |               |               | 3             | 2             | 1             |
| <b>Total</b>   | 4             | 4             | 4             | 6             | 11            | 2             |

As stated elsewhere, enrollments into automotive technology program courses were stopped in fall 2011. Prior to then, students were advised on how they could finish the program and arrangements were made with Bakersfield College to allow that. The facilities were shut down, cleaned out, and the premises vacated. Unless the need for an automotive program changes, there is currently no plan to reinstate the program.



Students use a computerized diagnostic machine prior to the discontinuance of the automotive program

### Evidence

- 5.01 ["Step One" Form for Discontinuance of Automotive Program](#)
- 5.02 [Draft Substantive Change Proposal for Discontinuance of Automotive Program](#)
- 5.03 [Memo from ACCJC No Substantive Change Proposal Required](#)
- 5.04 [Spring 2008 NATEF Study to Update Taft College Automotive Program](#)
- 5.05 [Fall 2011 Academic Senate Minutes Recommendation to End Automotive Program](#)

## New Welding Facilities

Taft College's welding program was inadequate to meet the needs of the community served by the college primarily due to substandard facilities; there were insufficient welding stations, equipment was dated and not suited for the types of welding required by the program, and the facility in which the courses were taught was not well suited for that purpose. Consequently, the program was suspended as of May, 2012, until new facilities could be acquired. In the spring of 2015, new off-campus facilities that were deemed adequate for the purposes of the welding program were identified and leased for three years and the welding courses within the program were resumed.

The new facility is located approximately 4.2 miles from the main campus, has 14 welding stations, can accommodate 14 students, has sufficient parking spaces, and contains a variety of modern, safe equipment. The courses are taught by qualified instructors with the assistance of a helper. As of fall 2016, there were 23 enrollments in the welding program.

Because of the new facilities and off-site location for the welding program, the Accreditation Site Visit Team, in October 2015, recommended that Taft College submit a substantive change report for this program. Prior to receiving the recommendation, [a "Step One" Form was submitted to the Accrediting Commission](#) (5.06) in June, 2015, to determine whether a full substantive change report was needed. The Commission responded back on June 25<sup>th</sup>, [indicating that a full report would be required](#) (5.07). Work began on the report almost immediately, but a decision was made to delay submission of the report until additional equipment for the program could be purchased and installed. A [draft report was completed and submitted to the Commission](#) (5.08) on Monday, September 19, for their review and feedback and the [final report](#) (5.09) was submitted on Friday, January 6<sup>th</sup> for review at the [February 24<sup>th</sup>, 2017, Substantive Change Committee Meeting](#) (5.10). The [Commission accepted the Substantive Change Proposal](#) for the New Welding Facilities on [xxx](#), 2017 (5.11).



Like Hephaestus, the Ancient Greek God of Fire, a welding instructor demonstrates the use of fire to cut steel

#### Evidence

- 5.06 [Step One Form for New Welding Facilities](#)
- 5.07 [Memo From ACCJC Requiring Substantive Change Report](#)
- 5.08 [Draft Substantive Change Report for New Welding Facilities](#)
- 5.09 [Final Substantive Change Report for New Welding Facilities](#)
- 5.10 [ACCJC Schedule of Substantive Change Committee Meetings](#)
- 5.11 [ACCJC Final Approval Notice for New Welding Facilities](#)





### **Recommendation 6**

*In order to meet the standards, the team recommends that the College consistently assess, analyze, and evaluate student learning outcomes for all academic programs and courses. Meaningful SLO data and dialog should be used for continuous improvement of student learning. (I.B.3, II.A.1.c, II.A.2.a, II.A.2.e, II.A.2.f, IV.A.2.b)*

#### **Overview**

Prior to the 2015 accreditation site visit, Taft College lacked formal adoption of a documentation process of student learning outcomes (SLOs) institutionalized across the campus. There was not a systematic approach to assessment and dialogue of student learning outcomes. The College made a request for an Institutional Effectiveness Partnership Initiative Innovation (IEPI) team to evaluate and provide guidance to ensure compliance with the Accreditation Standards. Gaps were identified, an IEPI Plan was developed, and the plan is currently being implemented.

Activities implemented to address Recommendation 6 include:

1. Assessment Guidebook-completed and approved by Academic Senate
2. Board Policy-completed and implemented
3. Administrative Procedure-completed and implemented
4. Assessment Plans by course-in progress
5. Mapping Course SLOs to Program SLOs-in progress
6. SLO Day fall in service-campus-wide dialogue on Institutional SLO-completed
7. Student Learning Outcomes Assessment Steering Committee (SLOASC) Review Next Steps for ISLO-in progress
8. Training faculty –Faculty Fridays ongoing through December 2016-implemented
9. Assessment cycle for next ISLO (defined Critical and Creative Thinking)-in progress
10. Assessment of next ISLO Communication-conversation in progress
11. Review Annual Program Reviews (APRs) for improvement-in progress
12. Quantitative and qualitative data used to make program and course improvements, documented in APR forms and Curriculum and General Education Committee Minutes-in progress

#### **Assessment, Analysis and Evaluation of Student Learning**

Taft College has taken four critical steps to better foster the consistent assessment, analysis, and evaluation of student learning findings:

- Creation of Board Policy and Procedure on Student Learning Outcomes ([6.01](#)) ([6.02](#))
- Bolstering of existing assessment data collection and systems
- Creation of standardized program review and SLO forms (including Assessment Guidebook) ([6.03](#)) ([6.04](#)) ([6.05](#))
- Training of faculty and student services professionals on the use of student learning and achievement data ([6.06](#)) ([6.07](#)) ([6.08](#)) ([6.09](#))

These identified efforts were based on an analysis of the learning, motivational, and structural gaps that the College needed to clear to make meaningful progress on

implementing student learning outcomes ([6.30](#)). The focus on the steps has been to provide the information, infrastructure, and space to examine evidence and discuss findings to improve student learning. The Assessment Guidebook is intended as a “living document” and will be revised annually based on feedback received by users.

### **SLO Board Policy and Procedure**

To help the College meet its vision to instill a passion for learning, the Taft College Board of Trustees adopted a policy directing the College to establish administrative procedures for the development and review of all student learning outcomes including their establishment, assessment, modification, or discontinuance ([6.11](#)) ([6.01](#)). To support the values of the College and the institutional mission of creating a community of learners, the policy calls for the procedures to be established through mutual consent of the Academic Senate and the Superintendent/President ([6.11](#)) ([6.01](#)). This process started by writing a draft of a board policy by the Student Learning Outcome Assessment Steering Committee ([6.12](#)) ([6.13](#)) ([6.14](#)) ([6.15](#)) vetted through the Academic Senate, second reading approved at the January 14, 2016 meeting ([6.16](#)) before Board approval second reading on the April 13, 2016 meeting ([6.17](#)).

In 2016, the College began discussions and vetting of prospective procedures for student learning outcomes assessment. March 11, 2016, the Governance Council reviewed the administrative procedures ([6.18](#)). On September 26, 2016, the College implemented through its governance structure, a formal Administrative Procedure for Student Learning Outcomes ([6.02](#)). The procedure covers identified institutional gaps in the assessment and evaluation of student learning outcomes, including:

- specific training during college in-service fall 2016 and spring 2017
- dedicated time for faculty to participate in program-wide dialogue during in-service planning days
- the creation of two-year assessment plans
- the development of an Assessment Guidebook
- the embedding of SLO findings into the annual program review process

The memorialization of the SLO processes into procedure clarifies the expectations for faculty and student services professionals with respect to student learning, cements the College’s commitment to student learning as an institutional priority, and provides a foundation for practices that will put the procedure in place.

### **Training and Professional Development in SLOs**

In addition to firmly establishing the institutional commitment to student learning outcomes, the College launched, through outside facilitators and internal trainings, a dedicated Professional Development Plan for faculty and student services professionals ([6.19](#)). The College provided trainings for consistent analysis of data by using the Stanford Design School Model, a two-step process to examining evidence in dynamic settings ([6.20](#)). This process was first introduced to the College during the Governance Council Retreat in 2016 ([6.21](#)).

By using a similar model of analysis, the College faculty, administration, and staff are able to examine data and findings in meaningful ways to move from examining evidence to taking action. The Stanford Design School Model (“I wonder” and “What if”) was provided to the faculty allowing for a consistent, hands-on, easy to use process to look at data without being overwhelmed. The College put the efforts into action applying the Stanford Design School Model to the College’s Institutional Learning Outcomes as a method of training the faculty on how to review data.

In the fall of 2016, the faculty examined the findings from a variety of data sources including SLO data captured in eLumen for fall 2015 and spring 2016 disaggregated by gender, age, and ethnicity; student services survey results from May 2016, and student club participation (6.22). The process was part of the fall 2016 in-service, SLO Day, involving most of the faculty (6.07). Each discovery was vetted by the faculty and rated (6.22) (6.23) (6.24) (6.25). The findings were shared with the Academic Senate for feedback and input at the September 7, 2016 meeting (6.26).

The summary of the data and actions can be found in the ISLO Report on Community/Global Consciousness and Responsibility Fall 2016 Assessment Report (6.22). Consequently, the College discussed implicit bias and from that finding, hired Kimberly Papillion, expert in exploring implicit bias, to work with staff and faculty in ways to mitigate unconscious bias (6.27). The College plans to continue assessing Community/Global Consciousness and Responsibility to determine if the training improves students’ demonstration of this ISLO. Governance Council reviewed the findings at their September 23, 2016 meeting (6.28).

The discussion regarding this ISLO was presented to model to the faculty how data can be disaggregated and discussed at the program level during the planning days through in-service activities (6.07) (6.29). Faculty had indicated a lack of understanding on how to assess and evaluate SLO data for improvement (6.30). A series of Friday training sessions on outcomes assessment were instituted in the fall of 2016 (6.08).

Topics for the training included: Writing an Assessment Plan, General Education SLOs and How to Assess Them, and Review of Institutional Learning Outcomes. One training session was dedicated to validating the new APR scoring rubric (6.08).

Additional training was provided to faculty during the spring 2017 in-service SLO Day (6.09). Topics included: How to Set-up Assessments, Understanding the Data, Critical Thinking Defined, Closing the Loop with Resource Allocations, and How to Generate Reports with SLO Data.

### **Augmented Data Collection and Systems**

Taft College has bolstered existing assessment data collection and analysis systems to facilitate the collection of findings, analysis and evaluation of student learning. The College has completed the upgrade to the Annual Program Review templates (6.31):

- APR forms to capture “analysis,” “evaluation” and “dialog” at course and program level
- APR form prompts to guide faculty and staff with more structured responses

- APR forms to fully integrate analysis and dialog
- College prioritization process as appropriate to use SLO data when required

Taft College has augmented existing systems and processes to track course level assessment and capture faculty dialogue (6.32) (6.33) (6.34). The college simplified the assessment plan, added Section Innovation Plans for course analysis, and created ways to improve the database system for easier faculty access and use. Program learning level analysis is housed in the APR templates to provide consistence and transparency in use.

### **Data and Dialogue**

Taft College has empowered faculty to examine data in facilitated venues and spaces for faculty discussions about student learning to occur during two SLO Days during in-service. The APRs contain the consistent analysis using the Stanford Design School Model of “I wonder” and “What if” as modeled during the fall in-service SLO day. The campus as a whole discussed the Institutional Learning Outcome and discussed ways of improvement. This is now being done at the program level. An example using this analysis at the program level looked at students not meeting expectations at the program level for underrepresented groups and the need to discuss these findings with the involved faculty (6.35). In most cases, faculty focus on limited SLO data identifying only one SLO within a program. With assessment plans in place, more SLOs will be assessed and comprehensive program reviews will allow for greater dialogue of the reasons looking for trends over time. The dialogue has begun as noted in the Industrial Health and Safety APR (6.36) where faculty relate assignments and assessments to SLOs. In the Management APR (6.37) the analysis of SLOs showed a need for revisions that focused the course assessments directly to the SLOs. In the English APR, the faculty were able to close the loop by adding Student Equity workers into courses where it was found that female and Hispanic students performed lower than other groups. By doing so, there was an increase in the SLO performance of these students (6.38). The annual program reviews only provide a snapshot of one year and progress is being made for a more comprehensive review (6.05) as part of the planning process. The faculty now have a model and assessment plan to review SLO data.

### **Improvement of Student Learning**

The goal of all of the efforts noted in this response is the improvement of pedagogy methods as well as improvements to the design and implementation of curriculum through the analysis of student learning outcome data that is both systematic and consistent. Dialogue about the data has taken a decidedly positive turn in the past eighteen months. At the course level, data extraction queries are revealing robust critiques of existing methods of instruction along with proactive perspective in designing future learning experiences for the students (6.39). At the program level, the College now has systematized the reflection process in the program review templates so that the examination of learning at the program level is more transparent (6.03). At the institutional level, TC now conducts institution-wide discussions on the larger learning that transcends courses and degrees and has plans on how to improve the Institutional Student Learning Outcomes (6.05) (6.22).

**Evidence**

- 6.01 [BP 4024 Student Learning Outcomes Board Policy](#)
- 6.02 [AP 4024 Student Learning Outcomes Administrative Procedure](#)
- 6.03 [2016 APR Report Form](#)
- 6.04 [2016 APR Goal Form](#)
- 6.05 [Assessment Guidebook](#)
- 6.06 [PPT Bob Pacheco – SLO Day](#)
- 6.07 [Agenda – SLO Day August 16, 2016](#)
- 6.08 [Faculty Friday Schedule](#)
- 6.09 [SLO Day Jan 10th](#)
- 6.10 [IEPI Plan](#)
- 6.11 [College Vision, Mission, Values](#)
- 6.12 [SLOASC Minutes 12-19-14](#)
- 6.13 [SLOASC Minutes 1-23-15](#)
- 6.14 [SLOASC Minutes 11-20-15](#)
- 6.15 [SLOASC Minutes 1-22-16](#)
- 6.16 [Academic Senate Minutes 1-14-16](#)
- 6.17 [Board of Trustees Minutes 4-13-16](#)
- 6.18 [Governance Council Minutes 3-11-16](#)
- 6.19 [Professional Development Plan](#)
- 6.20 [Governance Council Retreat PPT Bob Pacheco Presentation](#)
- 6.21 [Governance Council Retreat Minutes 2-26-16](#)
- 6.22 [ISLO Report](#)
- 6.23 ["What if" Photo](#)
- 6.24 ["I wonder" Photo](#)
- 6.25 ["I wonder" Photo](#)
- 6.26 [Academic Senate Minutes 9-7-16](#)
- 6.27 [Kim Papillion Email Announcement](#)
- 6.28 [Governance Council Minutes 9-23-16](#)
- 6.29 [Fall 2016 Inservice Schedule](#)
- 6.30 [Institutional Effectiveness Partnership Initiative Innovation Plan](#)
- 6.31 [2016-2017 How to Guide for APR Reports and APR Goals](#)
- 6.32 [Section Innovation Plan fall 15 – Taft College](#)
- 6.33 [Section Innovation Plan Business spring 16](#)
- 6.34 [CSLO Report Business – Administrative Services AS Degree Course Group](#)
- 6.35 [Liberal Arts & Humanities Degree Annual Program Review 2016/2017](#)
- 6.36 [Industrial Health & Safety Degree Annual Program Review 2016/2017](#)
- 6.37 [Management Degree Annual Program Review 2016/2017](#)
- 6.38 [English Degree Annual Program Review 2016/2017](#)
- 6.39 [Program Review Webpage](#)



### **Recommendation 7**

*In order to meet the standards, the team recommends that student learning outcomes (SLOs) be communicated to students, including listing them consistently on all course syllabi and approved course outlines. (II.A.1.a, II.A.1.c, III.A.1.c, IV.A.2.b)*

The College has for over a decade used eLumen software to maintain a central, authoritative source for SLOs. Recent developments include the roll-out of a redesigned college website and the use of SmartCatalog to make catalog information as well as ISLOs, PSLOs and CSLOs information visible to students and community in a clean and consistent format.

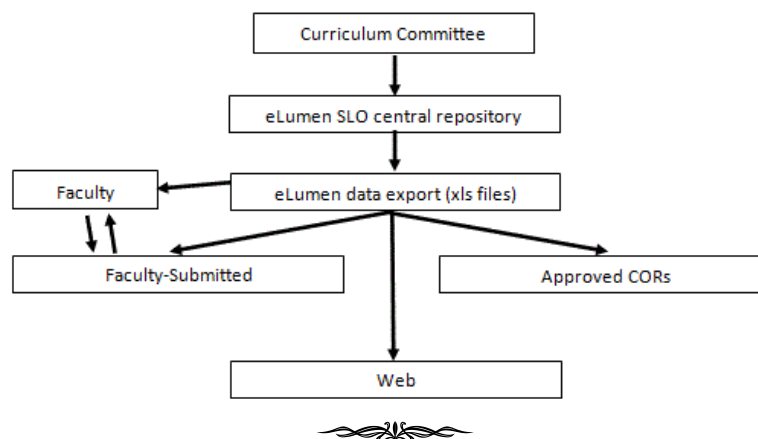
Syllabi: In response to the visiting team's recommendation, the College has implemented a system that:

- Sends current SLOs to all faculty prior to the start of each term, for inclusion on course syllabi
- Requires that faculty submit their syllabi to the Office of Instruction to maintain in an accessible network drive.
- Validates the SLO's automatically against the authoritative version in eLumen, flagging any syllabi that fail to list any SLO, or list SLOs that differ from those in eLumen.
- The Office of Instruction verifies and provides feedback to faculty on finding errors to fix.

This system allows the Office of Instruction to automate the validation that all students receive accurate SLOs on their course syllabi.

Course Outlines of Record (COR): the same system of tracking and validation is also used for each COR. Approved SLOs are maintained for each approved COR, and using the same automated script, validated against eLumen SLOs, maintaining its function as the central SLO repository.

Web Publishing: the same system of tracking and validation is used to publish all SLOs on a college web page for easy access and review by faculty, staff and students alike.



**Appendix****Institutional Effectiveness Partnership Initiative  
Innovation and Effectiveness Plan: March 2016**

**Institutional Effectiveness Partnership Initiative Innovation and Effectiveness Plan: March 2016**

**Institutional Assessment, Research & Planning**

**April 7, 2016**

## Taft College Innovation and Effectiveness Plan: March 2016

**Overview**

This document presents Taft College's plan for increasing institutional effectiveness by addressing the major recommendations resulting from its Institutional Effectiveness Partnership Initiative site visit and its October 2015 accreditation site visit, which read as follows:

**Recommendation 4**

In order to meet the standards, the team recommends the College fully integrate the assessment of course and program student learning outcomes (SLOs) into the program review process, including analysis and dialog of results at the department/program level. The team also recommends the College systematically assess the effective use of financial resources and the impact of program changes as a result of implemented program review recommendations.

**Recommendation 6**

In order to meet the standards, the team recommends that the College consistently assess, analyze, and evaluate student learning outcomes for all academic programs and courses. Meaningful SLO data and dialog should be used for continuous improvement of student learning.

The components of these two recommendations are presented on the following pages, with each component of each recommendation being presented on a separate page. The plan format incorporates elements of the planning model presented by Dr. Robert Pacheco at the Taft College Governance Council retreat held on Friday, February 26<sup>th</sup>, 2016. For each recommendation component, the plan lists the following:

- |  |   |
|--|---|
| A. Area of Focus   | D. Action Steps                               |
| B. Objective   | E. Person Responsible for Action Step         |
| C. What are the reasons for the gap? Knowledge, Motivation, or Structure | F. Target Date for Achievement of Action Step |
|  | G. Measure of Progress                        |

A table showing requested resources follows the body of the Innovation and Effectiveness Plan. The plan was put together with input from the Strategic Planning Committee, the Student Learning Outcomes Assessment Committee, the Academic Senate and the Governance Council.



## Taft College Innovation and Effectiveness Plan: March 2016

| A. Area of Focus  | B. Objective   | C. What are the reasons for the gap? Knowledge, Motivation, or Structure   | D. Action Steps  | E. Person Responsible for Action Step  | F. Target Date for Achievement of Action Step  | G. Measure of Progress  |
|---|--|--|--|--|--|---|
| <p><b>Recommendation 6:</b></p> <p>In order to meet the standards, the team recommends that the College consistently assess, analyze, and evaluate student learning outcomes for all academic programs and courses. Meaningful SLO data and dialog should be used for continuous improvement of student learning.</p> | <p>1. Consistently assess SLOs for all programs (collect data)</p> | <p>1. Knowledge—Faculty not sure what to do</p> <p>2. Structure—Identify "all programs" in spring, roll up programs as necessary</p> <p>3. Structure—Mapping is incomplete</p> <p>4a. Structure/knowledge—not all assessment data being captured</p> <p>4b. Structure/Knowledge—Limited usage/functionality of eLumen</p> <p>4c. Increase meaningfulness of SLO data</p> | <p>1a. SLO procedure to include a calendar of assessment and a guide similar to Cañada College that specifies how many, which ones, when.</p> <p>1b. Complete and Adopt Administrative Procedure for SLOs</p> <p>2. Add "Identify Programs" to PR Calendar for Governance Council so that all programs are discussed and identified in spring term</p> <p>3. Complete mapping process: clarify relationship between CSLO, PSLO, ISLO &amp; GESLO</p> <p>4a. Identify &amp; Implement other assessment capture methods, outside of eLumen</p> <p>4b. Enhance eLumen's functionality by providing Professional Development in the use of eLumen</p> <p>4c. Provide professional development on assessment methods and best practices</p> | <p>1. SLOASC</p> <p>2. IR Office</p> <p>3. SLOASC</p> <p>4. SLOASC, SLO Technician, Professional Development Committee</p> | <p>1a. By in-service Fall 2016. Update annually.</p> <p>1b. By in-service Fall 2016</p> <p>2. Implement in spring 2016</p> <p>3. Fully implemented for 2016-2017 Academic Year</p> <p>4a. Fully implemented for 2016-2017 Academic Year</p> <p>4b. Begin Fall 2016; Ongoing</p> <p>4c. Begin in-service Fall 2016; Ongoing</p> | <p>1a. Completed calendar of assessment and completed assessment guide approved by Academic Senate</p> <p>1b. Academic Senate approved administrative procedure for SLOs</p> <p>2. Electronic calendar updated and working as intended</p> <p>3. Mapping process completed</p> <p>4a. Other assessment methods identified and capture methods implemented</p> <p>4b. eLumen's functionality as it pertains to the relevant objectives fully implemented and all appropriate individuals trained</p> <p>4c. PD training completed by appropriate individuals</p> |

| A. Area of Focus | B. Objective                                  | C. What are the reasons for the gap? Knowledge, Motivation, or Structure  | D. Action Steps   | E. Person Responsible for Action Step  | F. Target Date for Achievement of Action Step   | G. Measure of Progress   |
|------------------|---|---|---|--|---|--|
| Recommendation 6 | 2. Consistently analyze SLOs for all programs | 1. Knowledge—Faculty not sure what to do<br><br>2. Structure—dialog summary must be documented and captured in APR Report<br><br>3. Structure—Currently, there are seldom widespread discussions about SLO data; culturally we do not discuss how to bolster outcomes | 1. Create an "Assessment Guide" similar to Cañada College that defines "analyze" and "evaluate." What comparisons to use? Across time? Across subpopulations? Across variables? Include examples.<br><br>2a. Modify APR form to capture "analysis," "evaluation" and "dialog" at course and program level<br><br>2b. Modify APR form prompts to guide faculty and staff with more structured responses<br><br>2c. Create two dedicated SLO days (7.5 hours) per year within existing August and January in-service schedules, permanently.<br><br>3. Discuss and assess one ISLO per year, as identified in the Educational Master Plan | 1. SLOASC<br>2a. IR Office<br><br>2.b. PDC<br><br>3. Academic Senate/ Governance Council | 1. By in-service Fall 2016. Update annually.<br><br>2a. Implement by August 2016<br><br>2b. (same)<br><br>2c. Fully implemented for 2016-2017 Academic Year<br><br>3. Fully implemented for 2016-2017 Academic Year | 1. Assessment Guide completed and implemented<br><br>2a. APR form changes approved by Academic Senate and Governance Council and implemented<br><br>2b. APR form changes approved by Academic Senate and Governance Council and implemented<br><br>2c. SLO day incorporated into August and January in-service calendars<br><br>3. ISLO calendar implemented as presented in EMP |

Innovation and Effectiveness Plan: April 2016

Page 5 of 8

| A. Area of Focus | B. Objective   | C. What are the reasons for the gap? Knowledge, Motivation, or Structure  | D. Action Steps  | E. Person Responsible for Action Step   | F. Target Date for Achievement of Action Step  | G. Measure of Progress   |
|------------------|--|---|--|---|--|--|
| Recommendation 6 | 3. Consistently evaluate SLOs for all programs ("close the loop" with follow-up) | <p>1. Knowledge—Faculty are not sure how to do this</p> <p>2a. Structure—No dedicated time to "evaluate"</p> <p>2b. Structure—No provision in APR forms to do this</p> <p>2c. Structure—Currently no systematic process to "evaluate" effectiveness of assessment process</p> | <p>1. Provide professional development exercises, training, or examples as to what faculty need to do during dedicated SLO day: <u>Analysis, Evaluation &amp; Dialog</u> be defined</p> <p>2a. Create two dedicated SLO days (7.5 hours) per year within existing August and January in-service schedules, permanently.</p> <p>2b. Incorporate evaluation into APR process (See Objective 2)</p> <p>2c. Evaluate the assessment process and tools systematically as part of the APR cycle, and make improvements as needed</p> | <p>1. SLOASC/IR</p> <p>2a. Admin</p> <p>2b. IR Office</p> <p>2c. SLOASC/IR/ Academic Senate</p> | <p>1. Fully implemented prior to August 2017 In-Service</p> <p>2a. Fully implemented by 2016-2017 Academic Year</p> <p>2b. Starting with August 2016 cycle of APR</p> <p>2c. Implement with 2016-2017 APR cycle with full implementation by start of 2017-2018 APR cycle</p> | <p>1. Faculty trained on methods identified in Assessment Guide</p> <p>2a. SLO day approved and implemented</p> <p>2b. APR Forms updated and approved by Academic Senate and Governance Council, and implemented</p> <p>2c. APR cycle process includes evaluation component for assessment process and tools</p> |

Taft College Institutional Assessment, Research &amp; Planning

April 7 2016

| A. Area of Focus   | B. Objective  | C. What are the reasons for the gap? Knowledge, Motivation, or Structure   | D. Action Steps  | E. Person Responsible for Action Step | F. Target Date for Achievement of Action Step                           | G. Measure of Progress  |
|--|---|--|--|---------------------------------------|---|---|
| <p><b>Recommendation 4:</b></p> <p>In order to meet the standards, the team recommends the College fully integrate the assessment of course and program student learning outcomes (SLOs) into the program review process, including analysis and dialog of results at the department/program level. The team also recommends the College systematically assess the effective use of financial resources and the impact of program changes as a result of implemented program review recommendations.</p> | <p>4. Fully integrate the assessment of CSLOs and PSLOs into PR, including analysis and dialog at department/ program levels and implement improvements in programs and services as warranted</p> | <p>1a. Structure—No provision in APR forms</p> <p>1b. Structure—No emphasis on SLO during prioritization process</p> | <p>1a. Modify APR forms to fully integrate analysis and dialog</p> <p>1b. Modify prioritization process as appropriate to use SLO data when required</p> | <p>1a. IR Office</p> <p>1b. SPC</p>   | <p>1a. End of March 2016</p> <p>1b. Prior to August 2016 In-Service</p> | <p>1a. APR forms updated to include analysis and dialog fields</p> <p>1b. Modified rubrics for prioritization approved by Governance Council and CSEA and implemented</p> |

| A. Area of Focus | B. Objective  | C. What are the reasons for the gap? Knowledge, Motivation, or Structure   | D. Action Steps  | E. Person Responsible for Action Step  | F. Target Date for Achievement of Action Step   | G. Measure of Progress   |
|------------------|---|--|--|--|---|--|
| Recommendation 4 | 5. Systematically Assess the effective use of financial resources and the impact of program changes as a result of implemented PR recommendations | <p>1. Structure—There is no mechanism or process to do this</p> <p>2. Knowledge—Program leads are not aware of how to do this</p> <p>3. Knowledge—Personnel unsure of how to determine appropriate resource requests/interventions based on SLO &amp; other data presented in APRs</p> <p>4. Structure—SLO data provided/presented differently than SAO data in APRs</p> | <p>1. Implement sound practices identified for improving effective use of resources to impact programs</p> <p>2a. Incorporate the appropriate fields into the APR forms with appropriate prompts and examples</p> <p>2b. SPC summarize and report out results annually for use in GC and APR</p> <p>3a. Professional development in interpreting SLO data to determine appropriate improvements</p> <p>3b. Professional development in assessing effective use of resources to impact program</p> <p>4. Develop and implement parallel processes if possible for SLO data provided to programs for APR</p> | <p>1. IR Office</p> <p>2a. IR Office</p> <p>2b. SPC</p> <p>3a. SLOASC, PDC</p> <p>3b. IR Office</p> <p>4. SLO Coordinator, SLO Technician, IR Office</p> | <p>1. By end of March 2016</p> <p>2a. Fully implemented by August 2016 In-Service</p> <p>2b. Fully implemented by 2016-2017 Academic Year</p> <p>3. Completely implemented by March 2017</p> <p>4. Fully implemented by 2016-2017 Academic Year</p> | <p>1. Best practices identified and incorporated into PR process</p> <p>2a. Modified APR forms approved by Academic Senate and Governance Council, and implemented</p> <p>2b. SPC identifies and implements appropriate procedure which is approved by Governance Council</p> <p>3. All faculty trained on methods; Processes implemented</p> <p>4. SPC to recommend modified procedure and approval by Governance Council</p> |

Request for IEPI Resources to Support College Innovation and Effectiveness Plan


| Applicable Areas of Focus* | Applicable Objectives      | Description of Resources Needed  | Cost of Resource |
|----------------------------|----------------------------|--|------------------|
| Recommendation 6           | Objective 1 Action Step 4b | Consultants to assist with eLumen Presenters/Trainers Training Materials | \$35,000         |
|                            | Objective 2 Action Step 1  | Funds to create Assessment Guide   | \$5,000          |
|                            | Objective 3 Action Step 1  | Funds to develop training materials Presenters/Trainers                  | \$45,000         |
| Recommendation 4           | Objective 5 Action Step 3a | Professional development (Presenters, consultant)                        | \$30,000         |
|                            | Objective 5 Action Step 3b | Professional development (Consultant)                                    | \$35,000         |
| Total Resources Requested  |                            |  | \$150,000        |

- Note: The two recommendations are given out of order because it was believed that the logical order to implement would be Recommendation 6 and then Recommendation 4.



Taft College's Board of Trustees attends a dedication ceremony marking the start of construction of the new Student Center



**Date:** February 21, 2017  
**Submitted by:** Brock McMurray, EVP of Administrative Services   
**Area Administrator:** Brock McMurray, EVP of Administrative Services  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Notice of Completion – Site Lighting Retrofit Phase 2.

**Background:**

I have enclosed a copy of the Notice of Completion for Bronco Electric, Inc., contractor for the Site Lighting Retrofit Phase 2 project. This notice is to state that all work necessary to complete the Site Lighting Retrofit Phase 2 project, to retrofit a portion of existing exterior site light kits to LED units on the main campus owned by West Kern Community College District, has been completed in accordance with the contract. The final contract amount for this project is \$46,065.85.

Once this Notice of Completion is approved, it will be filed with the County Recorder's Office and the final payment (retention) will be released to the contractor.

**Terms (if applicable):**


Not applicable.

**Expense (if applicable):**

Not applicable.

**Fiscal Impact Including Source of Funds (if applicable):**

Not applicable.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



**RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:**

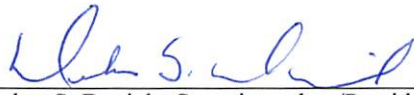
WEST KERN  
COMMUNITY COLLEGE DISTRICT  
Attn: District Office  
29 Cougar Court  
Taft, CA 93268

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**NOTICE OF COMPLETION**

THIS IS TO CERTIFY that the Contract entered into on June 27, 2016 by and between the **WEST KERN COMMUNITY COLLEGE DISTRICT**, by its Board of Trustees thereof, whose nature of interest is as OWNER in Fee, and **BRONCO ELECTRIC, INC.**, hereinafter referred to as CONTRACTOR, and whose surety is Nationwide Mutual Insurance Company for all work necessary to complete the project identified as the Taft College — **SITE LIGHTING RETROFIT PHASE 2** project, located at 29 Cougar Court, Taft, CA 93268 has been duly and completed in accordance with the requirements of the plans and specifications and contract documents, and I hereby acknowledge the completion and acceptance on the 26<sup>th</sup> day of January, 2017 on behalf of the Owner.

WEST KERN COMMUNITY COLLEGE DISTRICT

BY:   
\_\_\_\_\_  
Dr. Debra S. Daniels, Superintendent/President

STATE OF CALIFORNIA     }  
  }  
COUNTY OF KERN         }

Dr. Debra S. Daniels, Superintendent/President of the West Kern Community College District, being duly sworn deposes and says:

That I am the Superintendent/President of the West Kern Community College District, and Owner of property described in the foregoing notice, and that I have read the same and know the contents thereof, and that the same is true and correct to my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

  
\_\_\_\_\_  
Dr. Debra S. Daniels, Superintendent/President

**Date:** February 28, 2017  
**Submitted by:** Sarah Criss  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Second Reading - Board Policy 5220 Shower Facilities for Homeless Students

**Background:**

Board Policy 5220 been added as recommended by the legal counsel of Community College League of California Board Policy and Procedure Services to address Education Code Section 76011 which was effective January 1, 2017.

**Terms (if applicable):**

n/a

**Expense (if applicable):**

n/a

**Fiscal Impact Including Source of Funds (if applicable):**

n/a

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

## **BP 5220 Shower Facilities for Homeless Students**

### **References:**

*Education Code Section 76011*

The Superintendent/President shall establish procedures necessary to make on-campus shower facilities available to any homeless student who is enrolled in coursework, has paid enrollment fees, and is in good standing with the district.

*See Administrative Procedures AP 5220*

**Date:** February 23, 2017  
**Submitted by:** Mark Williams, Vice President of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

New Course - CTRP 1015 Computer-Aided Transcription

**Background:**

Applied Technologies Division

The Applied Technologies division has submitted the following new course. This course will meet California Court Reporters Board minimum requirements for Technology and Computer Aided Transcription hours.

CTRP 1015 Computer-Aided Transcription

**Fiscal Impact Including Source of Funds (if applicable):**

None

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

Prepared by: G. Shaw

Reviewed by: K. Bandy

Reviewed by:

Date revised: November 29, 2016

C & GE Approved:

Board approved:

Semester Effective:

Court Reporting (CTRP) 1015 Computer-Aided Transcription (3 Units)

Prerequisite: Successful completion of CTRP 1010 with a grade of "C" or better.

Prerequisite knowledge and skills:

Before entering the course, the student should be able to:

1. record dictated simple one and two stroke words, arbitraries, punctuation symbols, numbers, and amounts of money,
2. transcribe recorded dictated material with 95 percent accuracy,
3. read fluently and accurately from shorthand notes, and
4. demonstrate basic knowledge of computer skills.

Total Hours: 48 hours lecture

Catalog Description: This course introduces computer-aided transcription (CAT), basic applications of real-time writing, transcript production, and computer techniques. This course covers the use of CAT software to produce a transcript from beginning to end, and continues to build and edit a usable dictionary.

Type of Class/Course: Degree Credit

Text: Dittmeier, Kathryn. Learn To Use Case CATalyst. Versions 15 and 16, Steno Solutions, 2014.

Course Objectives:

By the end of the course, a successful student will be able to:

1. Identify computer-aided transcription concepts and terminology used with computer software unique to court reporting.
2. Use real-time skills, build and backup a CAT dictionary, create, format, edit, store, retrieve, and print different types of documents using computer-aided transcription software.
3. Use the advanced features of the computer-aided transcription software including real-time techniques and will be able to describe the functions of related CAT software.

Course Scope and Content:

Unit I Setup User and Unit Files

- A. First-time Setup
- B. Downloading Unit Files

Unit II Windows Basics

- A. Windows Terminology
- B. Cursor Movement and Functions Using the Mouse

Unit III Software Overview

- A. Functions
- B. Icons and Case Folders

Unit IV Basic Steps For Transcript Production

- A. Terminology
- B. The Basic Process to Produce a Transcript
- C. Read Notes into a Job
- D. Translate and Edit
- E. Saving the file
- F. Printing a File
- G. Updating the Dictionary

Unit V More Edit Features

- A. Format symbols, punctuation shortcuts, and using include files.

Unit VI Managing Jobs

- A. Main Screen
- B. Viewing Options
- C. Accessing Files
- D. User Files

Unit VII Read Options and Manage Notes

- A. Reading Multiple Files

Unit VIII Managing Dictionary

- A. Types of dictionaries
- B. Dictionary options
- C. Edit features
- D. Tools

Unit IX Translate Options

- A. Access translate options menu
- B. How to enhance translation accuracy

Unit X Customizing Views and Bars

- A. Identify Window Tabs and the Auto-hide button

Unit XI Page Layouts

- A. Opening, modifying, printing and saving page layouts

Unit XII Using Page Layouts

- A. Working with headers, page numbers, line numbers and viewing the page layout.

Unit XIII Creating and Using Include Files

- A. Naming include files
- B. Inserting conflicts and variables
- C. Sample include files

Unit XIV Advanced Edit Commands

- A. Cursor movement
- B. Searching
- C. Replacing Text
- D. Number conversions
- E. Cut, copy and paste

Unit XV More Advanced Edit & Job Practice

- A. Job Practice
- B. Globals
- C. Proofreading tools

Unit XVI Edit Options, Skill Refinement

- A. Scan for Options
- B. Auto Recover
- C. Changing Display Colors

Unit XVII Indexing

- A. Overview of Basic Indexing

Unit XVIII Import, Export, Create ASCII, Concordance Index & Compress Print

- A. Import, Export
- B. Create ASCII and Case Compress
- C. RTF/Court Reporter Extension and ASCII formats

Unit XIV Keyboard Maps, Macros, & Skill Refinement

- A. Editing shortcuts with keys and macros

Unit XX Realtime Basics

- A. Start and End Realtime session
- B. Perform commands from the writer

Unit XXI Brief it

- A. Overview of punctuation lessons in relation to Realtime

Unit XXII Punctuation

- A. Writing punctuation within Case CAT

Unit XXIII EZ Speakers

- A. Creating a job dictionary with speaker identification strokes



Unit XXIV StenoKeys

- A. Writing in realtime in Windows programs such as Word, WordPerfect, email and online chats.

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

1. Prepare for weekly quiz
2. CAT program dictionary building
3. Complete assignments

Methods of Instruction:

1. Workbook assignments
2. Lecture
3. Class discussion
4. Group work

Methods of Evaluation

1. Tests and quizzes
2. Class discussion
3. Final exam

Supplemental Data:

|                              |  |
|------------------------------|--|
| <u>TOP Code:</u>             | <u>051430: Court Reporting</u>           |
| <u>SAM Priority Code:</u>    | <u>C: Clearly Occupational</u>           |
| <u>Distance Education:</u>   | <u>Not Applicable</u>                    |
| <u>Funding Agency:</u>       | <u>Y: Not Applicable(funds not used)</u> |
| <u>Program Status:</u>       | <u>1: Program Applicable</u>             |
| <u>Noncredit Category:</u>   | <u>Y: Not Applicable, Credit Course</u>  |
| <u>Special Class Status:</u> | <u>N: Course is not a special class</u>  |



|  |  |
|--|--|
|  |  |
| <u>Basic Skills Status:</u>            | <u>N: Course is not a basic skills course</u>                            |
| <u>Prior to College Level:</u>         | <u>Y: Not applicable</u>   |
| <u>Cooperative Work Experience:</u>    | <u>N: Is not part of a cooperative work experience education program</u> |
| <u>Eligible for Credit by Exam:</u>    | <u>NO</u>  |
| <u>Eligible for Pass/No Pass:</u>      | <u>C: Pass/No Pass</u>   |
| <u>Taft College General Education:</u> | <u>NONE</u>  |

**Date:** February 23, 2017  
**Submitted by:** Mark Williams, Vice President of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Distance Learning Request - PHED 1644

**Background:**

Courses must meet certain guidelines to be considered for distance learning course offerings. The Math and Science divisions has submitted a distance learning request for the following course. The Curriculum and General Education Committee has approved the course to be submitted to the Board.

**Math and Science Division**

PHED 1644 Introduction to Physical Education

**Fiscal Impact Including Source of Funds (if applicable):**

None

**Approved:** \_\_\_\_\_



Dr. Debra Daniels, Superintendent/President



## Distance Learning Approval Form

**Course: PHED 1644 Introduction to Physical Education**

**How are the course objectives in the current course outline being met?**

**Through textbook readings and assignments, instructional videos, out of class assignments, tests, mid-term and final exam.**

**How is the rigor of the course maintained?**

**The depth and breadth of the content covered in the online section of this course will be similar to what is covered in the traditional section of the course. The number of assignments and tests, as well as the rigor of the assignments and tests, will be similar to the traditional section of the course. All assignments and test are due on specific timelines. The same assessment of the course SLOs will be given to the online section.**

**How is effective instructor/student contact maintained?**

**Effective instructor/student contact will be maintained through weekly announcements, class discussions, messaging within the Canvas CMS, emails, phone calls, and feedback on assignments.**

**Describe how the course will be presented or the delivery method, including orientation and testing of remote students and how remote students will access course materials.**

**There will be textbook reading assignments, video links to watch and summarize, visitations to local high school physical education classes and local recreation departments with written summaries on what they observed, along with other appropriate assignments.**

**Describe your expectations, including what is required for the students to complete the course.**

**Students will be able compare and contrast the wide array of physical education jobs available to them. They will also understand the historical importance of Title IX and the modern day issues and concern that are attributed to it. They should also understand the importance of having physical education to available to the K-12 student and how that creates a healthier lifestyle for them.**

**How will the students contact the instructor?**



**Students will contact and communicate with the instructor through messaging within Canvas, by email, by office phone, or in-person during office hours.**

**What kind of computer and internet access do you have that will enable you to develop and teach this course?**

**Almost all of my access to the online course will be conducted via my Taft College office computer or via my personal laptop computer while at home using my high-speed internet access.**

**What textbook will you be using for this course, and has it gone through the approval process?**

**Introduction to Physical Education, Fitness & Sport. Daryl Siedentop, 8<sup>th</sup> Edition, McGraw Hill**



Reviewed by: K. Bandy  
Reviewed by: V. Maiocco  
Reviewed by: S. Walsh  
Text update: September 25, 2013  
Date reviewed: September 25, 2013  
C&GE approved: November 13, 2013  
Board approved: December 11, 2013

Physical Education (PHED) 1644 Introduction to Physical Education (3 Units) CSU:UC  
[Formerly Physical Education 44]

Advisory: Eligibility for English 1500\_strongly recommended

Total Hours: 48 hours lecture

Catalog Description: This course provides an orientation to the profession of physical education and will explore the historical aspects of physical education and sport. Fieldtrips may be required.

Type of Class/Course: Degree Credit

Text: Siedentop, Daryl and Hans Van de Mars. *Introduction to Physical Education, Fitness, and Sport*. 8<sup>th</sup> ed. McGraw Hill, 2011. Print.

Additional Instructional Materials: None

Course Objectives:

By the end of the course, a successful student will be able to:

1. appraise the area of physical education as a career objective,
2. compare and contrast physical education with other professions,
3. discuss the historical aspects of physical education by earlier civilizations,
4. demonstrate knowledge on how sport and physical education came to be on the college campus,
5. discuss the importance of the history of the Olympic Games,
6. explain what is the role of the American Alliance of Health, Physical Education, Recreation, and Dance (AAHPERD),
7. examine how the NCAA works on the college campus,
8. debate the importance of physical education at the elementary school level,
9. evaluate how Title IX changed physical education and sport, and
10. analyze why physical education and sport often gets hit hard in budget problems.

Course Scope and Contents:

- Unit I            Understanding the Context of Lifespan Sport, Fitness, and Physical Education
- a. The Obesity Health Care Crisis
  - b. Heritage of Physical Education, Sport and Fitness in the US
  - c. Changing Philosophies for Sport, Fitness, and PE
- Unit II            Sport
- a. Basic Concepts of Sport
  - b. Sport Programs and Professions

c. Problems and Issues in Sport

Unit III Fitness

- a. Basic Concepts of Fitness
- b. Fitness Programs and Professions
- c. Problems and Issues in Fitness

Unit IV Physical Education

- a. Basic Concepts of Physical Education
- b. Physical Education Programs and Professions
- c. Problems and Issues in Physical Education

Unit V Building a National Infrastructure to Support Physical Activity and Health Lifestyles

- a. The Crucial Themes Defining Our Present and Future
- b. The Physical Science Subdisciplines Supporting Professions
- c. The Social Science Subdisciplines Supporting the Professions

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

1. Skill practice
2. Readings from the text
3. Following relevant physical education and sport issues

Methods of Instruction:

1. Lecture
2. Class discussion
3. Audio-visual aids
4. Reading assignments
5. Visitations to local high school P.E. classes and athletic programs
6. Visitations to local elementary physical education classes
7. Visitations to area fitness clubs
8. Visitations to area golf courses and bowling alleys
9. Research projects

Methods of Evaluation:

1. Mid-term exam
2. Final exam
3. Unit tests
4. Research projects
5. Written summary of visitations
6. In-class discussions
7. In-class debate

Supplemental Data:

|                                 |   |
|---------------------------------|---|
| TOP Code:                       | 083500: Physical Education  |
| SAM Priority Code:              | E: Non-Occupational   |
| Distance Education:             | Not Applicable  |
| Funding Agency:                 | Y: Not Applicable(funds not used)                                 |
| Program Status:                 | 1: Program Applicable   |
| Noncredit Category:             | Y: Not Applicable, Credit Course                                  |
| Special Class Status:           | N: Course is not a special class                                  |
| Basic Skills Status:            | N: Course is not a basic skills course                            |
| Prior to College Level:         | Y: Not applicable   |
| Cooperative Work Experience:    | N: Is not part of a cooperative work experience education program |
| Eligible for Credit by Exam:    | NO  |
| Eligible for Pass/No Pass:      | NO  |
| Taft College General Education: | NONE  |

**Date:** February 23, 2017  
**Submitted by:** Mark Williams, Vice President of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Course Revisions

**Background:**

Under accreditation requirements, academic institutions are expected to review and update its courses to ensure they meet current standards.

**English Division**

The English division has made revisions to the following course outlines as part of the five year review cycle as well as align with the C-ID descriptor in compliance with SB 1440:

ENGL 1000 Interactive Writing and Grammar  
READ 0905 Intermediate Reading

**Science and Math Division**

The Science and Math division has made revisions to the following course outlines as part of the five year review cycle:

BIOL 2370 Basic Nutrition  
HLED 1510 Principles of Healthful Living  
HLED 1535 Emergency Medical Technician

**Fiscal Impact Including Source of Funds (if applicable):**

None

**Approved:**   
Dr. Debra Daniels, Superintendent/President



Revised by: J. Grimes  
K. Carlson  
C. Chung-Wee  
B. Devine  
D. Kerr  
Reviewed by: K. Kulzer  
G. Dyer  
Date reviewed: ~~May 25, 2011~~ **December 9,  
2016**  
Text Update: September 30, 2015  
Novel Update: March 17, 2016

English (ENGL) 1000 Interactive Writing and Grammar (43Units)  
(formerly English 50)

Prerequisite: Qualification by assessment process or English 0900 or English as a Second Language 0900 with a grade of “C” or better.

Prerequisite knowledge/skills: Before entering the course, the student should be able to:

1. demonstrate knowledge of the grammatical elements of sentence structure and parts of speech,
2. demonstrate knowledge of usage regarding subjects/verbs, pronouns, adjectives, adverbs, and prepositions
3. write coherent, unified paragraphs containing topic sentences, detailed support, and concluding sentences,
4. compose short essays, and
5. edit and revise his/her work, recognizing errors.

Total Hours: 64 hours lecture

**Catalog Description: This course is one level below college composition, requires students to review grammar, punctuation, and sentence structure; use academic vocabulary; and read, analyze, and respond to texts in order to write coherent essays composed of developed paragraphs. Essays may respond primarily to academic, expository non-fiction texts. Students will practice revising their essays and edit according to standards of written English.**

~~This course is a review of the mechanics of written composition: sentence structure, punctuation, and spelling. Paragraph and theme writing, reading for understanding, and vocabulary are included (minimum of 5000 words of formal writing).~~

Type of Class/Course: Degree Credit

**Texts:**

Brandon, Lee, and K. Brandon. *Sentences, Paragraphs, and Beyond*. 7<sup>th</sup> Ed. Houghton Mifflin, 2013.

Burchers, Sam, M. Burchers, and B. Burchers. *Vocabulary Cartoons: Revised and Updated*. New Monic Books, Inc., 2007.

Carlson, Kamala and Jessica Grimes. *Supersonic Writing Tips: Grammar Cards*. 3<sup>rd</sup> 4<sup>th</sup> ed.

Kamala Carlson and Jessica Grimes, 2012.

Flachmann, Kim. *Mosaics: Reading and Writing Essays*. 6<sup>th</sup> ed. Pearson, 2014. Print.

**Hansberry, Lorraine. *A Raisin in the Sun*.**

Juchartz, Larry R., et al., editors *American Dreams*. Longman, 2009

Rosa, Alfred and Paul Eschholz. *Models for Writers: Short Essays for Composition*. 12<sup>th</sup> ed. Bedford, 2015.

Yarber, Mary Laine. *Reviewing Basic Grammar: A Guide to Writing Sentences and Paragraphs Plus My WritingLab- Access Card Package*. 9<sup>th</sup> ed. Longman, 2012.

Yarber, Mary Laine and Robert Yarber. *Reviewing Basic Grammar*. 9<sup>th</sup> ed. Pearson, 2013  
*Merriam-Webster Dictionary*. Merriam-Webster, 2011.

Pearson. *My Writing Lab- Access Code*. Pearson, 2016. Electronic.

Additional Required Materials: a different novel per semester

~~Ehrenreich, Barbara. *Nickel and Dimed: On (Not) Getting By in America*. New York: Holt  
——— Paperbacks, 2001. Print.~~

Anderson, M.T. *The Astonishing Life of Octavian Nothing: Traitor to the Nation—Volume 1, The Pox Party*. Candlewick Press, 2006.

Harris, Bob. *The International Bank of Bob: Connecting our Words One \$25 Kiva Loan at a Time*. New York: Bloomsbury, 2014.

Nazario, Sonia. *Enrique's Journey*. Random, 2006.

Steinbeck, John. *Of Mice and Men*. Penguin, 1965.

Juchartz, Larry, et al. *American Dreams with My WritingLab*. Pearson Longman, 2015.

Fishman, Charles. *The Big Thirst: The Secret Life and Turbulent Future of Water*. New York: Simon & Schuster. 2012.

**Faculty may also include appropriate novels, short fiction, One Book, One Bakersfield, One Kern books, or online content to supplement readings.**

Course Objectives:

By the end of the course, a successful student will be able to:

1. ~~use correct grammar, syntax, and punctuation;~~
2. ~~\_\_\_\_\_~~
3. ~~develop the ability to organize written expression in formal, clear language;~~
4. ~~demonstrate correct mechanics of sentence structure and punctuation;~~
5. ~~develop an awareness of levels of language;~~

1. **Demonstrate awareness of rhetorical situations: audience, purpose, and genre,**
2. **Develop strategies for generating ideas, drafting, and revising essays,**



3. **Conduct research,**
4. **Evaluate sources for their credibility,**
5. **Integrate the ideas of others through paraphrasing, summarizing, and quoting by utilizing appropriate MLA format and guidelines,**
6. demonstrate concrete evidence of an increased vocabulary,
7. demonstrate the ability to interpret, **and analyze, and evaluate a variety of primarily non-fiction texts for content and context,** ~~written passages of increasing difficulty~~
8. **Write grammatically correct sentences that adhere to conventions of written English,**
9. **Compose a variety of essays that maintain a clear focus and logical organization, and**
10. **Proofread, edit, and revise essays.**

Course Scope and Content:

Unit I            MLA Research

- A.    In-text citations
- B.    Plagiarism
- C.    Works Cited
- D.    Evaluating Sources

Unit II           Writing Sentences

- A.    Run-on/Comma Splice Sentences
- B.    Sentence Types: **Simple, Compound, Complex, and Compound-Complex**
- ~~C.    Incomplete sentences Fragments~~
- D.    Subjects and Verbs
- E.    **Subject and Verb Agreement**
- F.    **Pronoun-Antecedent/Pronoun Reference**
- G.    **Verb Tense, Forms, and Phrasal Verbs**
- H.    **Semicolons, Commas, Colons, and Dashes**
- I.    **Parallelism**
- J.    **Capitalization**
- K.    **Apostrophes**
- L.    **Quotation Marks**
- M.    **Word Choice**

Unit III          Grammar Basics

- ~~A.    Subject and verb agreement~~
- ~~B.    Verb Tense, forms, and phrases~~
- ~~C.    Commas~~
- ~~D.    Semi-colon, colon, dash~~
- ~~E.    Capitalization~~
- ~~F.    Apostrophes~~
- ~~G.    Quotation marks~~

Unit III          Vocabulary

- A.    Definitions



- B. Context Usage
- C. SAT and AWL Vocabulary
- D. **Formal and Informal Diction**

**Unit IV**      Essays

- A. Thesis Statement
- B. Parts of the Essay (Introduction, Body, and Conclusion)
- C. **Major and Minor Supporting Details** ideas relevant to the topic sentence
- D. ~~Conclusion that extends the topic~~

**Unit V**      Rhetorical Modes

- A. Comparison/Contrast
- B. Cause/Effect
- C. Argument

**Learning Activities Required Outside of Class:**

The students in this class will spend a minimum of 8 hours per week outside of the regular class time doing the following:

1. Studying
2. Answering questions
3. Skill practice
4. Completing required reading
5. Written work
6. Journal writing

**Methods of Instruction:**

1. Lecture
2. Discussion of written material
3. In-class practice exercises in writing
4. In-class practice in grammar, and mechanics
5. Individual conferences
6. Revision of papers
7. Reading of expository prose and imaginative literature
8. Interpretation of written material
9. Analysis of written material
10. Evaluation of arguments and structure of written material

**Methods of Evaluation:**

1. Writing assignments, including:
  1. essays
  2. written homework
  3. rhetorical précis
2. Skill demonstrations, including:



# TAFT COLLEGE

1. word processing
  2. library and database usage
  3. online learning software
3. Other examinations, including:
1. multiple choice items
  2. matching items
  3. true/false items
  4. completion items
  5. editing and correcting
  6. short answer
  7. exams

### Supplemental Data:

|                              |  |
|------------------------------|--|
| TOP Code:                    | 150100 English   |
| SAM Priority Code:           | E: Non-Occupational  |
| Funding Agency:              | Y: Not Applicable  |
| Program Status:              | I: Program Applicable                                      |
| Noncredit Category:          | Y: Not Applicable  |
| Special Class Status:        | N: Course is not a special class                           |
| Basic Skills Status:         | Not Applicable   |
| Prior to College Level:      | A: 1 levels below transfer                                 |
| Cooperative Work Experience: | N: Course is not a part of a cooperative education program |
| Eligible for Credit by Exam: | No   |
| Eligible for Pass/No Pass:   | Yes  |

Revised by: K. Carlson  
~~Reviewed by: B. Devine~~  
Reviewed by: G. Dyer  
Reviewed by: J. Grimes  
Reviewed by: ~~K. Kulzer~~ **D. Kerr**  
Date revised: ~~February 8, 2011~~  
**February 8, 2017**

Textbook Updated: Fall 2011; Spring 2012;  
Spring 2013; **Spring 2017**

Reading (READ) 0905 Intermediate Reading (3Units)  
[formerly English 56AB]

Prerequisite: Qualification by assessment process or successful completion of Reading 0805 with a grade of "C" or higher

Prerequisite knowledge/skills: Before entering the course, a student should be able to:

- ~~1. exhibit basic decoding skills of multi-syllabic words through the use of a pronunciation guide and a dictionary,~~ **recognize basic word parts**
2. judge the meaning of new vocabulary from context clues,
3. apply predicting strategies to reading passages,
4. ~~identify~~ **distinguish** the topic of short reading passages,
5. **distinguish** identify between main ideas and supporting details in a text of a passage,
6. summarize short texts
7. highlighting the main points,
8. increase reading fluency,
9. follow written instructions, and
9. ~~increase comprehension of various texts.~~ **develop active reading strategies to increase comprehension.**

Total Hours: 48 hours lecture

Catalog Description: This course develops **metacognitive** reading strategies that are essential **level reading**, for college advancement. Through extended practice, reading techniques such as recognizing the main idea, outlining, and mapping, and determining inferences by drawing conclusions, **and critical thinking** are developed.; and ~~A~~ also vocabulary expansion and application of new vocabulary are emphasized. In this course, the enhancement of reading strategies, vocabulary, and the ability to apply acquired skills will transfer to other college courses.

Type of Class/Course: Non-degree credit

Textbooks: Carlson, Kamala. *Increasing Meta-cognitive Active Learning Strategies (IMALS)*. 2<sup>nd</sup> ed. Bakersfield, CA: Kamala Carlson, 2012. ~~Print.~~

Carlson, Kamala and Jessica Grimes. *Supersonic Writing Tips: Grammar Cards*. 4<sup>th</sup> ~~3<sup>rd</sup>~~-ed. Bakersfield, CA: Kamala Carlson and Jessica Grimes, 2017 ~~2012~~. ~~Print.~~

Langan, John. *Ten Steps to Building College Reading Skills*. 6<sup>th</sup> ed. West Berlin, NJ: Townsend Press, Inc., 2016. ~~Print.~~

Nist, Sherrie L and Carole Mohr. *Building Vocabulary Skills*. Short version. 4<sup>th</sup> edition. West Berlin, NJ: Townsend Press, Inc. 2010. ~~Print.~~



Lu, Chi Fa. *Double Luck: Memoirs of a Chinese Orphan*. Holiday House, New York. 2001. Print.

Additional Required Materials: Dictionary

Course Objectives:

By the end of the course, a successful student will be able to:

1. understand and demonstrate how to use the components of a dictionary,
2. determine the meaning of new vocabulary through the use of context clues,
3. recognize the main idea and determine implied main ideas,
4. identify supporting details,
5. discriminate between transitions that involve addition, cause and effect, comparison and/or contrast, examples, and time,
6. determine inferences by drawing conclusions,
7. evaluate arguments, and
8. analyze and synthesize appropriate information in the library for a basic research assignment.

Course Scope and Content:

Unit I: Vocabulary

- A. Use and understand the components of a dictionary
- B. Determine the meaning of vocabulary through context clues: synonyms, antonyms, general sense of the passage, definitions, and examples
- C. Apply the use of context clues in sentences using specific vocabulary words
- D. Increase vocabulary knowledge

Unit II: Reading

- A. Distinguish between general versus specific ideas
- B. Recognize the main idea in a passage or text
- C. Analyze supporting details to formulate a main idea and draw conclusions
- D. Identify the main idea using signal or transition words
- E. Distinguish between major and minor supporting details
- F. Use outlining and mapping strategies
- G. Discriminate between a variety of transitions: addition, cause and effect, comparison and/or contrast, examples, and time
- H. Identify common patterns of organization: comparison and/or contrast, cause and effect, definition, example, list of items, and time order
- I. Draw conclusions from information and make logical inferences
- J. Recognize the point of an argument; evaluate the support given for the point; and draw logical conclusions
- K. Analyze and synthesize appropriate information in the library for a basic research assignment

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class schedule doing the following:

1. Studying
2. Completing homework
3. Required reading
4. Writing summaries
5. ~~Working on lab exercises~~ **Working on active reading strategies**
6. **Reading software assignments**

Methods of Instruction:

1. **Direct instruction**
2. Assigned exercises from textbook/workbook
3. Lecture
4. Writing assignments
5. Group work
6. Discussion
7. ~~Assigned lab activities using the PLATO software program~~
7. Individual student conferences/evaluations
8. **Reading software assignments**

Methods of Evaluation:

1. Written homework
2. Quizzes
3. Exams
4. Midterm and final exam

Supplemental Data:

|                       |                                   |
|-----------------------|-----------------------------------|
| TOP Code:             | 152000: Reading                   |
| SAM Priority Code:    | E: Non-Occupational               |
| Distance Education:   | Not Applicable                    |
| Funding Agency:       | Y: Not Applicable(funds not used) |
| Program Status:       | 2: Stand-alone                    |
| Noncredit Category:   | Y: Not Applicable, Credit Course  |
| Special Class Status: | N: Course is not a special class  |



|                                 |   |
|---------------------------------|---|
| Basic Skills Status:            | B   |
| Prior to College Level:         | B: 2 levels below transfer  |
| Cooperative Work Experience:    | N: Is not part of a cooperative work experience education program |
| Eligible for Credit by Exam:    | NO  |
| Eligible for Pass/No Pass:      | C: Pass/No Pass   |
| Taft College General Education: | NONE  |

Prepared by: G. Newell McMurtry  
Prepared by: G. Golling  
Prepared by: W. Berry  
Prepared by: M. Mayfield  
Date Prepared: ~~Fall 1997-Spring 2017~~  
Text update: August 2, 2010

Biology (BIOL) 2370 Basic Nutrition (3 Units) CSU:UC  
[formerly Biology 15]

Advisory: Eligibility for English 15000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture

Catalog Description: ~~In this basic nutrition course students will learn fundamental principles of nutrition and their application to diets under normal conditions.~~  
Scientific concepts of nutrition related to the function of nutrients in basic life processes and current health issues with emphasis on individual needs.

Type of Class/Course: Degree Credit

Text: Smolin, Lori A., and Mary B. Grosvenor. *Nutrition: Science and Applications*. 3rd ed., Wiley & Sons, 2013.

~~Sizer, Frances and Eleanor Whitney. Nutrition: Concepts and Controversies. 7th Ed. OR~~

Distance Learning Text:

~~Whitney, Eleanor Noss, Sharon Rady Rolfes. Understanding Nutrition. 9th Ed. Belmont, CA: West/Wadsworth, 1999.~~

~~Whitney, Eleanor Noss, Sharon Rady Rolfes. Diet analysis Plus 5.0 CD Rom for Windows. Belmont, CA: West/Wadsworth, 1999.~~

Additional Instructional Materials: Food Diary and Activity Manual App, handouts and references by instructor.

Course Objectives:

By the end of the course, a successful student will be able to:

- ~~1. explain the fundamental principles of human nutrition;~~
- ~~2. analyze nutrition's effects on the human body;~~
- ~~3. apply nutritional knowledge to diet and food choices, and~~
- ~~4. identify sources for obtaining additional reliable nutrition information.~~
  1. Identify function and sources of nutrients
  2. Demonstrate basic knowledge of nutrient digestion, absorption and metabolism
  3. Apply dietary guidelines and current nutrition recommendations
  4. Scientifically analyze and evaluate nutrition information
  5. Relate nutrition to health, fitness and disease and
  6. Utilize a computer database to evaluate a personal diet record

## Course Scope and Content:

## Unit I — Food and People

- A. — Food choices and human health
- B. — Nutrition standards and guidelines
- C. — The remarkable human body
- D. — Food safety and food technology
- E. — Hunger and the global environment

## Unit II — The Nutrients

- A. — The carbohydrates: sugars, starch, glycogen, and fibers
- B. — The lipids: fats, oils, phospholipids, and sterols
- C. — The proteins and amino acids
- D. — The vitamins
- E. — Water and minerals

## Unit III — Applied Nutrition

- A. — Energy balance and weight control
- B. — Nutrients, physical activity and body's responses
- C. — Nutrition and disease prevention
- D. — Life cycle nutrition — mother and infant
- E. — Life cycle nutrition — child, teen, and older adults

Unit I — Nutrition and Our Diet

- A. — Food choices for a healthy diet
- B. — The science behind nutrition
- C. — Evaluating nutrition information

Unit II — Nutrition Guidelines

- A. — Development of nutrition recommendations
- B. — Dietary reference intakes
- C. — Dietary guidelines for Americans
- D. — Food and supplement labels

Unit III — Digestion, Absorption, and Metabolism

- A. — Digestion and absorption
- B. — Digestion and health
- C. — Metabolism of nutrients
- D. — Elimination of metabolic wastes

Unit IV — Carbohydrates

- A. — Types of carbohydrates
- B. — Carbohydrates and health
- C. — Recommendations for carbohydrate intake

Unit V — Lipids

- A. — Types of lipids
- B. — Lipids and health

C. Recommendations for lipid intake

Unit VI      Proteins

- A. Amino acid functions in the body
- B. Proteins and health
- C. Recommendations for protein intake

Unit VII      Vitamins

- A. Water-soluble vitamins
- B. Lipid-soluble vitamins
- C. Meeting needs with dietary supplements

Unit VIII      Water, electrolytes, and minerals

- A. Water balance
- B. Electrolyte balance and hypertension
- C. Major minerals
- D. Osteoporosis and bone health
- E. Trace minerals

Unit IX      Energy Balance and Weight Management

- A. Obesity epidemic
- B. Estimating energy requirements
- C. Body weight and health
- D. Guidelines for healthy body weight
- E. Recommendations for managing body weight
- F. Approaches to weight loss

Unit X      Nutrition and Physical Activity

- A. Exercise, fitness, and health
- B. Exercise recommendations
- C. Exercise and energy metabolism
- D. Fluid needs for physical activity

Unit XI      Nutrition During Pregnancy and Lactation

- A. Physiology of pregnancy
- B. Nutritional needs of pregnancy
- C. Factors that increase the risks of pregnancy
- D. Lactation and feeding the newborn

Unit XII      Nutrition from Infancy to Adolescence

- A. Nourishing infants, toddlers, and young children
- B. Nutritional and health concerns in children
- C. Nourishing adolescents
- D. Special concerns of teenagers

Unit XIII      Adult Nutrition and Aging

- A. Causes of aging
- B. Malnutrition
- C. Nutritional needs of adults

Unit XIV      Alcohol

- A. Alcohol absorption and excretion
- B. Alcohol metabolism
- C. Adverse effects of alcohol consumption
- D. Safe drinking

Unit XV Food Safety

- A. Keeping food safe
- B. Pathogens in food
- C. Agricultural and industrial chemicals in food
- D. Genetically modified foods

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

1. Reading assigned materials,
2. Studying,
3. Answering questions,
4. Problem solving activity or exercise,
5. Written assignments/research,
6. Observation of or participation in an activity related to course content, and
7. Recording diet and exercise information

Methods of Instruction:

1. Lecture
2. Individual research
3. Speakers/class reports
4. Film/videos

Methods of Evaluation:

1. Substantial writing assignments, including:
  - a. reading reports
  - b. research and term papers
  - c. written homework
2. Computational or non-computational problem-solving demonstrations, including:
  - a. exams
  - b. homework problems
  - c. ~~field work food diary and write-up~~ diet and exercise diary
3. Skill demonstrations, including:
  - a. class performance
  - b. performance exams
  - c. field work
4. Other examinations, including:
  - a. completion/fill in the blank
  - b. matching items
  - c. true/false
  - d. multiple choice

## Supplemental Data:

|                                 |   |
|---------------------------------|---|
| TOP Code:                       | 049900: Other Biological Sciences                                 |
| SAM Priority Code:              | E: Non-Occupational   |
| Distance Education:             | Online; Offline   |
| Funding Agency:                 | Y: Not Applicable(funds not used)                                 |
| Program Status:                 | I: Program Applicable   |
| Noncredit Category:             | Y: Not Applicable, Credit Course                                  |
| Special Class Status:           | N: Course is not a special class                                  |
| Basic Skills Status:            | N: Course is not a basic skills course                            |
| Prior to College Level:         | Y: Not applicable   |
| Cooperative Work Experience:    | N: Is not part of a cooperative work experience education program |
| Eligible for Credit by Exam:    | E: Credit By Exam   |
| Eligible for Pass/No Pass:      | C: Pass/No Pass   |
| Taft College General Education: | LNS: Local GE Natural Science                                     |

Reviewed by: ~~D. Bandy~~  
Reviewed by: T. Thompson  
Reviewed by: V. Maiocco  
Reviewed by: C. Flowers  
Reviewed by B. Ferguson  
Text update: February 27, 2013  
Date reviewed: January 17, 2017

Health Education (HLED) 1510 Principles of Healthful Living (3 Units) CSU:UC  
[formerly Health Education 10]

Prerequisite: None

Total Hours: 48 hours lecture

Catalog Description: The course includes the meaning and significance of physical, mental and social health as related to the individual and society. Topics include mental health, physical fitness, health services, personal relationships, diseases, alcohol, drugs, tobacco, narcotics and nutrition.

Type of Class/Course: Degree Credit

Text: Donatelle, Rebecca J. ~~*Access To Health*~~*Health the Basics*. 10<sup>th</sup> edition. Pearson, 2013.

Course Objectives:

By the end of the course, a successful student will be able to

- ~~1. understand the concept of preventive medicine or wellness;~~
- ~~2. identify the major health problems and concerns of the American people, and~~
- ~~3. identify personal health problems and find ways to promote better health.~~
1. describe the six dimensions of wellness (physical, emotional, intellectual, social, spiritual, and environmental) and their interrelationship.
2. identify and discuss specific preventative measures to reduce the risk of various diseases and infections, un intended pregnancies, violence and addiction.
3. analyze his/her lifestyle from a wellness perspective. In responses, areas of personal behavior change will be identified and ideally, health-enhancing behaviors adopted.
4. describe the role of substance use and abuse in our society and its impact on the individual, the community and the social structure.

Course Scope, and Content:

- |        |   |
|--------|---|
| Unit I | Understanding Health                      |
|        | A. Definition of health                   |
|        | B. Factors determining health             |
|        | C. Characteristics of healthy individuals |
|        | D. Health care in America                 |

- Unit II            Developing Healthy Personality
- A.     Stress and stress management
    - 1.     nature of stress
    - 2.     the stress response
    - 3.     the impact of stress
    - 4.     managing stress
  
  - B.     Emotional health and intellectual well being
    - 1.     emotions
    - 2.     emotional disorders
    - 3.     the intellect

- Unit III            Developing and Maintaining Health (Wellness)
- A.     Activity, exercise, and physical fitness
    - 1.     physical fitness
    - 2.     principles of exercise
    - 3.     developing a plan
  
  - B.     Nutrition
    - 1.     basic food components
    - 2.     balanced diet
    - 3.     food pyramid
    - 4.     food labels
  
  - C.     Communicable diseases
    - 1.     nature of infectious disease
    - 2.     agents of disease
    - 3.     defense against disease
    - 4.     sexually transmitted disease
  
  - D.     Cardiovascular health and disease
    - 1.     the heart and circulatory system
    - 2.     causes of cardiovascular disease
    - 3.     types of cardiovascular disease
    - 4.     preventing cardiovascular disease
  
  - E.     Cancer
    - 1.     what is cancer?
    - 2.     risk factors
    - 3.     treating cancer
    - 4.     preventing cancer

- Unit IV            Building Healthful Relationships



- A. Healthy sexual relationships
  - 1. gender identity and role
  - 2. sexual arousal and response
  - 3. overcoming unhealthy relationships
  - 4. building healthy relationships
- B. Understanding Pregnancy and Parenthood
  - 1. choosing to become a parent
  - 2. pregnancy
  - 3. childbirth and postpartum transition
- C. Choosing a fertility control method
  - 1. methods of fertility control
  - 2. using fertility control responsibly
  - 3. the legality and morality of abortion

Unit V      Avoiding Danger - Health and Common Sense

- A. Drug use and abuse
  - 1. drug use in America
  - 2. effects of drugs
  - 3. dealing with drugs
- B. Alcohol
  - 1. alcohol use and effect on the body
  - 2. alcohol and destructive behavior
  - 3. alcoholism
  - 4. dealing with alcohol abuse
- C. Tobacco
  - 1. tobacco's effect on the body
  - 2. tobacco and disease
  - 3. tobacco effects on non-smokers
  - 4. giving up tobacco

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

- 1. Studying
- 2. Answering questions
- 3. Completing required reading
- 4. Problem solving activity or exercise
- 5. Written work
- 6. Observing or participating in an activity related to the course content



Methods of Instruction:

1. Assigned readings from text and selected references
2. In class and online Lectureslectures, demonstrations, and films
3. Self evaluation of students health with plan for improvement

Methods of Evaluation:

1. Chapter quizzes and unit tests.
2. Reports and/or projects.
3. Final Exam

Supplemental Data:

|                              |  |
|------------------------------|--|
| TOP Code:                    | 083700 Health Education                                    |
| SAM Priority Code:           | E: Non-Occupational  |
| Funding Agency:              | Y: Not Applicable  |
| Program Status:              | 1: Program Applicable                                      |
| Noncredit Category:          | Y: Not Applicable  |
| Special Class Status:        | N: Course is not a special class                           |
| Basic Skills Status:         | N: Not Applicable  |
| Prior to College Level:      | Y: Not Applicable  |
| Cooperative Work Experience: | N: Course is not a part of a cooperative education program |
| Eligible for Credit by Exam: | Yes  |
| Eligible for Pass/No Pass:   | Yes  |

Reviewed by: J. Fariss  
Reviewed by: ~~G. Gelling~~ Mike Mayfield  
Date Reviewed: ~~Nov. 2013~~ Jan. 2017  
C & GE Approved: December 9, 2013  
Board Approved: January 8, 2014  
Semester Effective: Fall 2014

Health Education (HLED) 1535 Emergency Medical Technician (5.5 Units) CSU  
[formerly Health Education 30; Health Education 1530]

Prerequisite: 18 years of age by end of course. CPR training equivalent to the current American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider level. Contact EMT Instructor with any questions.

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Total Hours: 48 hours lecture; 112 hours lab; (160 hours total)

Catalog Description: This course provides the skills and assessment techniques needed to care for an ill or injured person in the pre-hospital setting. It follows the National Emergency Medical Services Education Standards and prepares the student for the National Registry Emergency Medical Technician Exam. Completion of this course with an 80% is required for admittance to the National Registry Emergency Medical Technician Exam. Repeat by petition is available for those who did not meet NREMT standards for certification, otherwise the student should take the Health Education refresher course. In order to be certified, a student must be 18 years of age by the end of this course.

Type of Class/Course: Degree Credit

Text: Limmer, Daniel, and Michael F. O'Keefe. Emergency Care. 15th ed., Pearson, 2015,

Limmer, Daniel and Michael F. O'Keefe. Workbook for Emergency Care. 15th ed., Pearson, 2015.

Course Objectives:

Upon successful completion of this course the student will be able to:

1. demonstrate comprehension of assessment techniques for ill and injured people in the pre-hospital setting,
2. demonstrate life-saving skills,
3. describe the basic roles and structures of body cells,
4. describe conditions that can threaten cardiopulmonary function,
5. describe the respiratory system and the importance of oxygenation and ventilation,
6. describe the physical and psychological characteristics, including normal vital signs, for individuals in all stages of life,
7. use knowledge of physical, physiological, and psychosocial development to anticipate the needs and concerns of patients of all ages,
8. describe the generic and common trade names; indications; contraindications; side effects and untoward effects; forms; routes of administration for each medication you may administer or assist a patient in self-administering,
9. know the basic human anatomy and physiology pertaining to each unit, and

10. have increased mastery of vocabulary by learning the correct medical terminology for each unit.

Course Scope and Content: (Lecture)

Unit I Introduction EMT-1

- A. Role and Responsibilities
  - 1. Professionalism
  - 2. Responsibility to patient
  - 3. Legal aspects
- B. EMS System Overview
  - 1. State and local
  - 2. Job description
    - a. Functions of the EMT

Unit II Anatomy, Physiology and Patient Assessment

- A. Terms
  - 1. Overview of medical terminology including anatomical terms
- B. Human Systems
  - 1. Skeletal System
  - 2. Body Cavities
  - 3. Muscular System
  - 4. Circulatory System
  - 5. Respiratory System
  - 6. Digestive System
  - 7. Urinary System
  - 8. Endocrine System
  - 9. Reproductive System
  - 10. The Nervous System
  - 11. The Eye
  - 12. The Ear
- C. Patient Assessment
  - 1. Approaching the patient and the scene
  - 2. Signs, symptoms and mechanism of injury
  - 3. Scene control
  - 4. Primary Survey
    - a. Airway, breathing and circulation
    - b. Diagnostic signs
  - 5. Secondary survey
    - a. Head to toe survey
    - b. Further diagnostic signs
  - 6. Physical application of skills
- D. Pathophysiology
  - 1. Composition of Ambient Air
  - 2. Patency of the Airway

3. Respiratory Compromise
4. Alteration in Regulation of Respiration Due to Medical or Traumatic Conditions
5. Ventilation/Perfusion (V/Q) Ratio and Mismatch
6. Perfusion and Shock
7. Microcirculation
8. Blood Pressure
9. Alteration of Cell Metabolism

E. Principles of Pharmacology

1. Medication safety
2. Kinds of Medications used in an Emergency
3. Basic Medication Terminology
4. Medication Administration

Unit III Basic Life Support

- A. Understanding and evaluating the respiratory system
- B. Assessment and diagnostic signs
- C. Positioning
  1. Physical application of skills
- D. Rescue breathing
  1. Obstructed airway overview
- E. Ventilation equipment and oxygen therapy
  1. Airway adjuncts
  2. Suction
  3. Oxygen equipment and administration
- F. Control of bleeding
  1. Understanding and evaluation of the circulatory system
  2. Management and emergency care
    - a. Internal bleeding
    - b. External bleeding
    - c. Nosebleeds
  3. Physical application of skills
- G. Shock
  1. Physiology
  2. Causes
  3. Types
  4. Stages
  5. Diagnostic signs
  6. Patient assessment
  7. Management and emergency care
  8. Prevention
  9. M.A.S.T. use and application

## 10. Physical application of skills

## Unit IV

## Wounds and Fractures

- A. Soft tissue injuries
  - 1. Types
  - 2. Assessment
  - 3. Emergency care
  - 4. Physical application of skills
  
- B. Clamping and penetrating injuries
  - 1. Types
  - 2. Assessment
  - 3. Emergency care
  - 4. Physical application of skills
  
- C. Musculoskeletal injuries
  - 1. Anatomy
  - 2. Assessment
  - 3. Types
  - 4. Management and emergency care
  - 5. Equipment
  - 6. Physical application of skills
  
- D. Head injuries
  - 1. The nervous system
  - 2. Physiology of brain injury
  - 3. History, assessment and diagnostic signs
    - a. physical
    - b. neurological
  - 4. Types
  - 5. Management and emergency care
  - 6. Physical application of skills
  
- E. Injuries to the spine
  - 1. Anatomy
  - 2. Mechanisms of injury
  - 3. Assessment and diagnostic signs
  - 4. Management and emergency care
  - 5. Equipment
  - 6. Physical application of skills
  
- F. Injuries to the eye
  - 1. Assessment
  - 2. Types
  - 3. Emergency care
  - 4. Physical application of skills
  
- G. Injuries to the face and throat
  - 1. Assessment
  - 2. Types

3. Emergency care
  4. Physical application of skills
- H. Injuries to the chest
1. Anatomy
  2. Types
  3. Assessment and diagnostic signs
  4. Management and emergency care
  5. Physical application of skills
- I. Injuries of the abdomen and genitalia
1. Anatomy
  2. Types
  3. Assessment and diagnostic signs
  4. Management and emergency care
  5. Physical application of skills
- J. Farm injuries
1. Nature and causes
  2. Types
  3. Management and emergency care

Unit V Medical Emergencies

- A. Poisoning emergencies
1. Types
  2. Assessment and diagnostic signs
  3. Management and emergency care
- B. Drug and alcohol emergencies
1. Terminology
  2. Assessment and diagnostic signs
  3. Management and emergency care
  4. Physical application of skills
- C. Bites and stings
1. Types
    - a. Poisonous
  2. Assessment and diagnostic skills
  3. Management and emergency care
  4. Physical application of skills
- D. Cardiac emergencies
1. Anatomy and physiology
    - a. Risk factors
  2. Types
  3. Assessment and diagnostic skills
  4. Management and emergency care
  5. Physical application of skills
- E. Stroke

1. Causes
  2. Assessment and diagnostic skills
  3. Management and emergency care
- F. Respiratory emergencies
1. Types
  2. Assessment and diagnostic skills
  3. Management and emergency care
  4. Physical application of skills
- G. Diabetic emergencies
1. Causes
  2. Types
  3. Assessment and diagnostic skills
  4. Management and emergency care
- H. Acute abdominal distress and related emergencies
1. Causes
  2. Assessment and diagnostic skills
  3. Special examination procedures
  4. Management and emergency care
  5. Physical application of skills
- I. Epilepsy, dizziness, and fainting
1. Seizures and epilepsy
    - a. Causes
    - b. Types
  2. Dizziness, fainting and unconsciousness
  3. Management and emergency care
- J. Infectious disease control
1. Identification and types
  2. Aseptic techniques
    - a. Precautions

Unit VI Pediatric, Geriatric and Childbirth

- A. Pediatric emergencies
1. Management
    - a. Parent
    - b. Child
  2. History, assessment and diagnostic signs
  3. Trauma
  4. Common emergencies
  5. Emergency care
  6. Transportation
  7. Physical application of skills
- B. Geriatric emergencies
1. How body systems change with age
  2. History and assessment



3. Special considerations
    - a. Trauma
    - b. Medical
  4. Physical application of skills
- C. Childbirth and related emergencies
1. Normal pregnancy and stages of labor
  2. Managing the obstetrics call
  3. Emergency delivery
    - a. complications
  4. Evaluation and care of the newborn
    - a. complications
  5. Pregnancy and trauma
  6. Equipment
  7. Physical applications of skills
- D. Life Span Development
1. Infancy (Birth to 1 Year)
  2. Toddler (12 to 36 Months) and Preschool Age (3 to 5)
  3. School-Age Children (6 to 12 Years)
  4. Adolescence (13 to 18 Years)
  5. Early Adulthood (20 to 40 Years)
  6. Middle Adulthood (41 to 60 Years)
  7. Late Adulthood (61 Years and Older)

## Unit VII Environmental Emergencies

- A. Burn emergencies
1. Types
  2. Degrees
  3. Rule of nines
  4. Burn management
  5. Assessment and diagnostic skills
  6. Emergency care
  7. Physical application of skills
- B. Hazardous material emergencies
1. Identification
  2. General procedures
  3. Radiation
    - a. Types
  4. Scene management
- C. Heat and cold emergencies
1. How the body adjusts
  2. Hyperthermia
  3. Hypothermia
  4. Assessment and diagnostic skills
  5. Management and emergency care
  6. Physical application of skills

- D. Water emergencies
  - 1. Drowning and near drowning
  - 2. Diving emergencies
  - 3. Management and emergency care
  - 4. Physical application of skills

Unit VIII Psychological Emergencies

- A. Psychological emergencies
  - 1. Principles
  - 2. Emotional responses
  - 3. Family, friends and bystanders
  - 4. Special communication needs
  - 5. Management and emergency care
  - 6. Stress and burnout
- B. Crisis intervention
  - 1. Types
    - a. emotional
    - b. hostile
  - 2. Management
    - a. scene
    - b. patient
    - c. family
    - d. friends

Unit IX Patient Packaging and Triage

- A. Emergency moves
  - 1. Types
  - 2. Guidelines
  - 3. Lifts and carries
  - 4. Positions
- B. Triage
- C. Disaster management
  - 1. What is a disaster
  - 2. Phases
  - 3. Developing a plan
  - 4. Communications
  - 5. Psychological impact
  - 6. Stress

Unit X Stabilization and Transportation

- A. Vehicle stabilization
  - 1. Principles
  - 2. Equipment
  - 3. Management

- a. Scene
- b. Rescuers

- B. Patient extrication
  - 1. Access
  - 2. Stabilization and immobilization
  - 3. Removal
  - 4. Special situations
  - 5. Physical application of skills
- C. Overview of ambulance operations
  - \*CPR--8 hours
  - \*Observe Emergency Department--8 hours
  - \*Observe Ambulance--8 hours

Unit XI Communications

- A. Overview of Communications
- B. Patient Report Form

Course Scope and Content: (Laboratory)

Unit I Roles and Responsibilities

- A. Professionalism

Unit II Assessment

- A. Vital Signs
- B. Scene Size Up
- C. Initial Assessment
- D. Focused Assessment
- E. Rapid Trauma Assessment
- F. Rapid Medical Assessment
- G. On Going Assessment

Unit III Basic Life Support

- A. Airway Adjuncts
- B. Suction
- C. Oxygen equipment and administration
- D. Control of Bleeding

Unit IV Wounds and Fractures

- A. Bandaging
- B. Splinting
- C. Hare Traction Splint

Unit V Medical Emergencies

- A. Poisonings
- B. Drug and Alcohol
- C. Bites and Stings
- D. Cardiac
- E. Stroke
- F. Respiratory
- G. Diabetic
- H. Acute Abdomen
- I. Epilepsy – Dizziness – Fainting
- J. Infectious Disease Control

Unit VI Environmental Emergencies

- A. Burn Management

Unit VII Patient Packaging and Triage

- A. Lifting and Moving
- B. Triage

Unit VIII Stabilization and Transportation

- A. Patient Extrication
- B. Spinal Immobilization (Kendrick Extrication Device)
- C. Spinal Immobilization (Long Backboard)
- D. CPR
- E. Clinical Participation (Off Site Observation)

All laboratory components are hands-on activities that support the learning goals of this course. Utilizing principles presented in lecture, students will perform several techniques utilized by Emergency Medical Technicians.

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of regular class time doing the following:

1. Skills Syllabus - Review of procedures as assigned
2. Design a written plan for emergency medical care for a group of ten people involved in a serious accident. Describe the injuries, triage procedures and transportation problems that need to be addressed. Add a bibliography to support your decisions.

Methods of Instruction:

1. Lecture and discussion periods
2. Demonstrations
3. Hands on Skills

Methods of Evaluation:

1. The course primarily involves skill demonstrations and problem solving
  - a. Computational or non-computational problem-solving demonstrations including exams, quizzes and field work
  - b. Skill demonstrations, including class performance(s), field work, and skills performance exam(s)
  - c. Objective examinations, including multiple choice, and true/false

Laboratory Category: Extensive Laboratory

Pre delivery criteria: All of the following criteria are met by this lab.

1. Curriculum development for each lab.
2. Published schedule of individual laboratory activities.
3. Published laboratory activity objectives.
4. Published methods of evaluation.
5. Supervision of equipment maintenance, laboratory setup, and acquisition of lab materials and supplies.

During laboratory activity of the laboratory: All of the following criteria are met by this lab.

1. Instructor is physically present in lab when students are performing lab activities.
2. Instructor is responsible for active facilitation of laboratory learning.
3. Instructor is responsible for active delivery of curriculum.
4. Instructor is required for safety and mentoring of lab activities.
5. Instructor is responsible for presentation of significant evaluation.

Post laboratory activity of the laboratory: All of the following criteria are met by this lab.

1. Instructor is responsible for personal evaluation of significant student outcomes (lab exercises, exams, practicals, notebooks, portfolios, etc.) that become a component of the student grade that cover the majority of lab exercises performed during the course.
2. Instructor is responsible for supervision of laboratory clean up of equipment and materials

Supplemental Data:

|                     |                                    |
|---------------------|------------------------------------|
| TOP Code:           | 125000: Emergency Medical Services |
| SAM Priority Code:  | C: Clearly Occupational            |
| Distance Education: | Not Applicable                     |
| Funding Agency:     | Y: Not Applicable(funds not used)  |
| Program Status:     | 2: Stand-alone                     |

|                                 |   |
|---------------------------------|---|
| Noncredit Category:             | Y: Not Applicable, Credit Course                                  |
| Special Class Status:           | N: Course is not a special class                                  |
| Basic Skills Status:            | N: Course is not a basic skills course                            |
| Prior to College Level:         | Y: Not applicable   |
| Cooperative Work Experience:    | N: Is not part of a cooperative work experience education program |
| Eligible for Credit by Exam:    | NO  |
| Eligible for Pass/No Pass:      | NO  |
| Taft College General Education: | NONE  |

Date: February 15, 2017  
Submitted by: Dr. Robert Meteau, AVP of Human Resources  
Area Administrator: Dr. Debra Daniels, Superintendent/President  
Subject: Request for Approval

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Board Meeting Date: March 8, 2017

**Title of Board Item:**

Notice of Release of Categorically Funded Temporary Faculty

|                 |                           |
|-----------------|---------------------------|
| Employee ID No. | Effective Date of Release |
| A00201143       | 6/30/17                   |

**Background:**

In accordance with EC 87470, subdivision (A)(3), persons may be employed for periods that are less than a full college year, and may be terminated at the expiration of the contract or specially funded program without regard to other statutory requirements regarding termination of contract or regular employees. The effective date of release is the expiration date of the contract for the temporary faculty employee.

**Terms (if applicable):**

Effective date is June 30, 2017.


**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

N/A

Approved: \_\_\_\_\_

  
Dr. Debra Daniels, Superintendent/President

**BEFORE THE GOVERNING BOARD OF THE  
WEST KERN COMMUNITY COLLEGE DISTRICT  
COUNTY OF KERN, STATE OF CALIFORNIA**

RESOLUTION NO. 2016/17-17

**RELEASE OF EMPLOYEE ID No. A00201143  
CATEGORICALLY FUNDED TEMPORARY EMPLOYEE**

**WHEREAS**, Employee ID No. A00201143 has been employed by the West Kern Community College District as a categorically funded temporary faculty employee since July 2016; and

**WHEREAS**, in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87470 et seq.; and

**WHEREAS**, the Superintendent/President has recommended to this Board that Employee ID No. A00201143 be released pursuant to Education Code Sections 87470, et seq., a copy of which recommendation is attached as Exhibit A; and

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That Employee ID No. A00201143, be given notice of release by the Superintendent/President or her designee on or before March 15, 2017.
2. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 8<sup>th</sup> day of March, 2017 by the following vote:

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

\_\_\_\_\_  
Billy White, President  
Board of Trustees  
West Kern Community College District

I, Dawn Cole, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on March 8th, 2017.

\_\_\_\_\_  
Dawn Cole, Secretary  
Board of Trustees  
West Kern Community College District



**EXHIBIT A**

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT  
TO RELEASE EMPLOYEE ID No. A00201143  
AS A TEMPORARY FACULTY EMPLOYEE  
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87470, that it take action to release EMPLOYEE ID No. A00201143, a temporary faculty employee, on the effective date of 06/30/17.

I further recommend that this Board direct me or my designee to send notice to EMPLOYEE ID No. A00201143 that he/she will be released by this Board to employment as a temporary faculty employee with the West Kern Community College District.

Respectfully submitted,

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Dr. Debra Daniels  
Superintendent/President  
West Kern Community College District

Date: February 24, 2017  
Submitted by: Dr. Robert Meteau, AVP of Human Resources  
Area Administrator: Dr. Debra Daniels, Superintendent/President  
Subject: Request for Approval

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Board Meeting Date: March 8, 2017

**Title of Board Item:**

Resolution - Notice of Non-Reelection of Contract (Probationary) Employees

| <u>EMPLOYEE ID NO.</u> | <u>ACTION</u>                          | <u>EFFECTIVE DATE</u> |
|------------------------|--|-----------------------|
| A00029851              | Non-Reelection of Probationary Faculty | June 30, 2017         |
| A00065581              | Non-Reelection of Probationary Faculty | June 30, 2017         |

**Background:**

In accordance with EC 87608, if a contract employee is working under his or her first contract, the governing board at its discretion and not subject to judicial review, may elect to not enter into a contract for the following academic year.

**Terms (if applicable):**

Effective date is June 30, 2017.

**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

N/A

Approved:   
Dr. Debra Daniels, Superintendent/President

**BEFORE THE GOVERNING BOARD OF THE  
WEST KERN COMMUNITY COLLEGE DISTRICT  
COUNTY OF KERN, STATE OF CALIFORNIA**

RESOLUTION NO. 2016/17-18

**NON-REELECTION OF EMPLOYEE ID NO. A00029851  
CONTRACT (PROBATIONARY) EMPLOYEE**

**WHEREAS**, Employee ID No. A00029851 has been employed by the West Kern Community College District as a probationary or contract employee since January 2016; and

**WHEREAS**, Employee ID No. A00029851 has been evaluated in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87660 *et seq.*; and

**WHEREAS**, the Superintendent/President has recommended to this Board that Employee ID No. A00029851 not be reelected and reemployed as a tenured employee for the 2017-2018 academic year pursuant to Education Code Sections 87608, *et seq.*, a copy of which recommendation is attached as Exhibit A; and

**WHEREAS**, this Board has received the most recent Review of Summary Evaluation for Employee ID No. A00029851; and

**WHEREAS**, this Board has considered the Review of Summary Evaluation and the recommendation in a lawful meeting;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That Employee ID No. A00029851 will not be reemployed as a contract employee of the District for the 2017-2018 academic year.
2. That the reason for this Board's decision is the performance of Employee ID No. A00029851 as described in the Review of Summary Evaluation received by this Board and in the recommendation of the Superintendent/President.
3. That Employee ID No. A00029851 be given notice of his non-reelection by the Superintendent/President or her designee on or before March 15, 2017.
4. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 8<sup>th</sup> day of March, 2017 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

---

Billy White, President  
Board of Trustees  
West Kern Community College District

I, Dawn Cole, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on March 8, 2017.

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Dawn Cole, Secretary  
Board of Trustees  
West Kern Community College District

**EXHIBIT A**

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT  
TO NOT REELECT AND REEMPLOY CONTRACT/PROBATIONARY EMPLOYEE  
EMPLOYEE ID NO. A00029851 AS A CONTRACT EMPLOYEE OF THE WEST KERN  
COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87607, that it take action to not reelect Employee ID No. A00029851, a probationary employee of the District, for the 2017-2018 academic year. The reason for my recommendation is the performance of Employee ID No. A00029851, as described in the accompanying Statement of Evaluation.

I further recommend that this Board direct me or my designee to send notice to Employee ID No. A00029851 that he will not be reappointed by this Board to employment as a contract employee with the West Kern Community College District.

Respectfully submitted,

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Dr. Debra Daniels  
Superintendent/President  
West Kern Community College District

**EXHIBIT B**

[ATTACH EVALUATION FORM]

**BEFORE THE GOVERNING BOARD OF THE  
WEST KERN COMMUNITY COLLEGE DISTRICT  
COUNTY OF KERN, STATE OF CALIFORNIA**

RESOLUTION NO. 2016/17-19

**NON-REELECTION OF EMPLOYEE ID NO. A00065581  
CONTRACT (PROBATIONARY) EMPLOYEE**

**WHEREAS**, Employee ID No. A00065581 has been employed by the West Kern Community College District as a probationary or contract employee since January 2016; and

**WHEREAS**, Employee ID No. A00065581 has been evaluated in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87660 et seq.; and

**WHEREAS**, the Superintendent/President has recommended to this Board that Employee ID No. A00065581 not be reelected and reemployed as a tenured employee for the 2017-2018 academic year pursuant to Education Code Sections 87608, et seq., a copy of which recommendation is attached as Exhibit A; and

**WHEREAS**, this Board has received the most recent Review of Summary Evaluation for Employee ID No. A00065581; and

**WHEREAS**, this Board has considered the Review of Summary Evaluation and the recommendation in a lawful meeting;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That Employee ID No. A00065581 will not be reemployed as a contract employee of the District for the 2017-2018 academic year.
2. That the reason for this Board's decision is the performance of Employee ID No. A00065581 as described in the Review of Summary Evaluation received by this Board and in the recommendation of the Superintendent/President.
3. That Employee ID No. A00065581 be given notice of his non-reelection by the Superintendent/President or her designee on or before March 15, 2017.
4. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 8<sup>th</sup> day of March, 2017 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

---

Billy White, President  
Board of Trustees  
West Kern Community College District

I, Dawn Cole, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on March 8, 2017.

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Dawn Cole, Secretary  
Board of Trustees  
West Kern Community College District



**EXHIBIT A**

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT  
TO NOT REELECT AND REEMPLOY CONTRACT/PROBATIONARY EMPLOYEE  
EMPLOYEE ID NO. A00065581 AS A CONTRACT EMPLOYEE OF THE WEST KERN  
COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87607, that it take action to not reelect Employee ID No. A00065581, a probationary employee of the District, for the 2017-2018 academic year. The reason for my recommendation is the performance of Employee ID No. A00065581, as described in the accompanying Statement of Evaluation.

I further recommend that this Board direct me or my designee to send notice to Employee ID No. A00065581 that he will not be reappointed by this Board to employment as a contract employee with the West Kern Community College District.

Respectfully submitted,

---

Dr. Debra Daniels  
Superintendent/President  
West Kern Community College District

**EXHIBIT B**

[ATTACH EVALUATION FORM]

**Date:** March 3, 2017  
**Submitted by:** Dr. Robert Meteau, AVP of Human Resources  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Notice of Release of Grant or Categorically Funded Employee

|                 |                           |
|-----------------|---------------------------|
| Employee ID No. | Effective Date of Release |
| A00201999       | 6/30/17                   |

**Background:**

In accordance with EC 87470, and other applicable provisions of law, persons may be employed for periods that are less than a full college year, and may be terminated at the expiration of the contract or specially funded program without regard to other statutory requirements regarding termination of contract or regular employees.

**Terms (if applicable):**

N/A

**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

N/A

**Approved:** \_\_\_\_\_

  
Dr. Debra Daniels, Superintendent/President

**BEFORE THE GOVERNING BOARD OF THE  
WEST KERN COMMUNITY COLLEGE DISTRICT  
COUNTY OF KERN, STATE OF CALIFORNIA**

RESOLUTION NO. 2016/17- 20

**RELEASE OF EMPLOYEE ID No. A00201999  
GRANT OR CATEGORICALLY FUNDED EMPLOYEE**

**WHEREAS**, Employee ID No. A00201999 has been employed by the West Kern Community College District as a grant or categorically funded employee since May 2016; and

**WHEREAS**, in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87470 et seq.; and

**WHEREAS**, the Superintendent/President has recommended to this Board that Employee ID No. A00201999 be released pursuant to Education Code Sections 87470, et seq., a copy of which recommendation is attached as Exhibit A; and

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That Employee ID No. A00201999, be given notice of release by the Superintendent/President or her designee on or before March 15, 2017.

2. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 8<sup>th</sup> day of March, 2017 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Billy White, President  
Board of Trustees  
West Kern Community College District

I, Dawn Cole, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on March 8th, 2017.

\_\_\_\_\_  
Dawn Cole, Secretary  
Board of Trustees  
West Kern Community College District

**EXHIBIT A**

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT  
TO RELEASE EMPLOYEE ID No. A00201999  
AS A TEMPORARY FACULTY EMPLOYEE  
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87470, that it take action to release EMPLOYEE ID No. A00201999, an employee, on the effective date of 06/30/17.

I further recommend that this Board direct me or my designee to send notice to EMPLOYEE ID No. A00201999 that he/she will be released by this Board to employment as a temporary faculty employee with the West Kern Community College District.

Respectfully submitted,

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Dr. Debra Daniels  
Superintendent/President  
West Kern Community College District



**RESOLUTION 2016/17-15**  
**BOARD OF TRUSTEES**  
**WEST KERN COMMUNITY COLLEGE DISTRICT**  
**CLASSIFIED SCHOOL EMPLOYEES WEEK**

**April 24 – 28, 2017**

**WHEREAS**, the Taft College classified employees are dedicated to the success of all students at Taft College; and

**WHEREAS**, the Taft College classified employees are instrumental in providing the services needed by students to accomplish their goals and achieve their dreams; and

**WHEREAS**, the Taft College classified employees – regardless of their work assignment or level of contact with students - work in collaboration with all parts of the campus to support student achievement and contribute to the mission of the College; and

**WHEREAS**, the Taft College classified employees are dedicated, passionate, and committed to the Taft College vision of student success;

**THEREFORE, BE IT RESOLVED** that the West Kern Community College District hereby thanks the classified employees for their contributions to quality education in Kern County and the West Kern Community College District and will celebrate the week of April 24-28, 2017 as *Classified Appreciation Week*;

**IN WITNESS** of the adoption of the foregoing Resolution 2016/17-15 at a duly called regular meeting of the West Kern Community College Board of Trustees held March 8, 2017; the following members of the said Board have affixed their signatures:

**BOARD OF TRUSTEES OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

\_\_\_\_\_  
Billy White, President

\_\_\_\_\_  
Dr. Kathy Orrin, Trustee

\_\_\_\_\_  
Dawn Cole, Secretary

\_\_\_\_\_  
Emmanuel Campos, Trustee

\_\_\_\_\_  
Michael Long, Trustee

\_\_\_\_\_  
Dr. Debra Daniels  
Superintendent/ President



**RESOLUTION 2016/17-16**

**BOARD OF TRUSTEES  
WEST KERN COMMUNITY COLLEGE DISTRICT**

**FACULTY APPRECIATION WEEK**

**WHEREAS**, In 1980, Congress declared a National Teacher Day and in 1985 the Parent Teacher Association (PTA) established National Teacher Week as the first week of May. Faculty Appreciation Week shall be recognized as the week honoring instructors at the college level. It is a week-long celebration in the United States observed the first full week in May. We take this opportunity to celebrate the Taft College fulltime and adjunct faculty members, who distinguish themselves through the dedicated service and care for students, and our community; and

**WHEREAS**, the Taft College Faculty's commitment to student success is the cornerstone of the Taft College culture, and constitutes the core value of what we stand for as an institution of higher learning; and

**WHEREAS**, the Taft College Faculty are leaders in demonstrating flexibility in response to the changing conditions within our global economy; and

**WHEREAS**, the Taft College Faculty invest of themselves each and every day toward the goal of educational excellence and the success of students; and

**WHEREAS**, the Taft College Faculty are innovative, creative and open to new ideas which promote learning, energize our campus, and helps make Taft College the great institution that it is;

**THEREFORE, BE IT RESOLVED** that the West Kern Community College District hereby thanks the Faculty as a whole for their contributions to quality education in the Kern County and the West Kern Community College District and will celebrate the week of May 1, 2017 as Faculty Appreciation Week in the West Kern Community College District.

**IN WITNESS** of the adoption of the foregoing Resolution 2016/17-16 at a duly called regular meeting of the West Kern Community College Board of Trustees held the eighth day of March, 2017; the following members of the said Board have affixed their signatures.

**BOARD OF TRUSTEES OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

\_\_\_\_\_  
Billy White, President

\_\_\_\_\_  
Dr. Kathy Orrin, Trustee

\_\_\_\_\_  
Dawn Cole, Secretary

\_\_\_\_\_  
Emmanuel Campos, Trustee

\_\_\_\_\_  
Michael Long, Trustee

\_\_\_\_\_  
Dr. Debra Daniels  
Superintendent/ President

**Date:** February 27, 2017  
**Submitted by:** Anthony Cordova, Director of CTE  
**Area Administrator:** Mark Williams, VP of Instruction  
**Subject:** Request for Ratification

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

MOU with State Center for Strong Workforce Regional Program Funds

**Background:**

The California State budget approved \$200 million for the Strong Workforce Program to improve the quality and increase the quantity of career technical education provided by community colleges. The goals of the Strong Workforce Program is to provide career pathways that prepare underemployed students with pathways to employment, meet increased demand for the workforce with industry-valued credentials, and to close the equity gaps in program access, completion, job placement, and earnings of underserved demographic groups.

The State Center Community District has been designated the fiscal agent for Region C which includes West Kern Community College district. WKCCD has been allotted up to \$273,027.15 based on project approval.

**Terms (if applicable):**

July 1, 2016 – December 31, 2018


**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

The District may receive up to \$273,027.15 of CTE Revenue.

**Approved:** \_\_\_\_\_

  
Dr. Debra Daniels, Superintendent/President



## **AGREEMENT**

### **Strong Work Force Regional Program Funds**

#### **CENTRAL/MOTHER LODE REGIONAL CONSORTIUM BETWEEN STATE CENTER COMMUNITY COLLEGE DISTRICT and West Kern Community College District**

**JULY 1, 2016 – DECEMBER 31, 2018**

### **RECITALS**

WHEREAS, 2016-2017 California State Budget provided \$200 million for the Strong Workforce Program (SWP) to improve the quality and increase the quantity of career technical education (CTE) provided by California community colleges for uses outlined in the budget language; AND

WHEREAS, the goals of the SWP include: providing career pathways that prepare underemployed students with pathways to employment and livable wages; and meeting increased demand for middle skills workforce with industry-valued credentials; and closing equity gaps in program access, completion, job placement, and earnings of underserved demographic groups; AND

WHEREAS, the SWP legislation established performance accountability measures which shall "to the extent possible, align with the performance accountability measures of the federal Workforce Innovation and Opportunity Act (Public Law 113-128); outcome measures shall include, to the extent possible, demographic data, to allow policymakers and the general public to evaluate progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups (Exhibit A);" AND

WHEREAS, the California Community College Chancellors Office (CCCCO) approved allocation of the funds per region on September 19, 2016 according to a formula that factors in the total number of full-time equivalent students in career technical education programs, regional job openings and the regional unemployment rate (Exhibit B);

WHEREAS, 40% (Regional Share) of the SWP funds were allocated directly to the regions for the purpose of funding regionally prioritized projects and programs that meet the needs of local and regional economies, as identified in regional plans and Workforce Innovation and Opportunity Act (Public Law 113-128) regional plans [Ed Code 88824 (c)(2)] (Exhibit C); and the CCCCCO directed, in consultation with community colleges within each region, to designate either the district now serving as the Fiscal Agent for the Regional Consortia or an alternative district to serve as the Fiscal Agent for these Regional Share funds; and the Fiscal Agent shall be allotted two percent of the 15% regional set-aside for direct administrative costs; AND

WHEREAS, the total SWP Regional Share allocation to the Central/Mother Lode Region equals \$7,779,382 (see Exhibit C). The State Center Community College District is currently the Fiscal Agent for the Central/Mother Lode Regional Consortium (Region C) and, in consultation with all colleges/districts in the region, has been designated a Fiscal Agent for Region C for the SWP Regional Funds (Exhibit D). The districts/colleges in Region C consist of: San Joaquin Delta Community College District (San Joaquin Delta College); Yosemite Community College District (Modesto Junior College and Columbia College); Merced Community College District (Merced College); Sequoias Community College District (College of the Sequoias); West Hills Community College District (West Hills College Lemoore and West Hills College Coalinga); Kern Community College District (Porterville College, Bakersfield College and Cerro Coso College); West Kern Community College District (Taft College); and SCCC (Clovis Community College, Fresno City College, Fresno City College); AND

WHEREAS, all districts party to this agreement are entering into an agreement for their proportionate share of the region's allocation of SWP Regional funding; per the allocation agreement ratified by the CEOs of all colleges/districts in the region in Exhibit E; and all districts/colleges in the region will be allocated their a portion of the 40 percent of the SWP Regional Fund according to Exhibit E for regional projects in alignment with SWP legislation AND approved by both the Steering Committee and the CEOs of all colleges/districts in the region; AND

WHEREAS, the State Center Community College District agrees to fulfill all requirements of the Fiscal Agent for SWP Regional Funds as delineated in Exhibits F.

THEREFORE: This Agreement ("Agreement") is between State Center Community College District ("**District**"), a California Community College District and political subdivision of the State of California, and West Kern Community College District ("**Contractor**"). District and Contractor are also referred to collectively as the "Parties" and individually as "Party." In consideration of these mutual needs, the Parties agree as follows:

**AGREEMENT:**

I. A. District: State Center Community College District

B. Contractor: West Kern Community College District

C. Scope of Work: Guidance for the Strong Workforce Regional Program are attached hereto as Exhibits A-F:

**EXHIBIT A** – Strong Workforce Program Metrics per the Chancellor's Office

**EXHIBIT B** – Chancellor's Office Memorandum Dated September 14, 2016: Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment (Local and Regional Share)

**EXHIBIT C** – Chancellor's Office Memorandum Dated August 5, 2016: Strong Workforce Program College and Regional Allocations for 2016-17

**EXHIBIT D** - Chancellor's Office Memorandum Dated December 21, 2016: Regional Fiscal Agent Notification

**EXHIBIT E** – Central/Mother Lode Regional Consortium Strong Workforce Program – Regional Share (40%) Allocations

**EXHIBIT F** – Chancellor's Office Memorandum Dated August 25, 2016: Regional Share Fiscal Agent Roles and Responsibility

II. **TERM OF AGREEMENT.**

Effective Date of Agreement: **July 1, 2016**

Expiration Date of Agreement: **December 31, 2018**

III. **RULES FOR FUNDING**

**District** shall identify a Project Director who will be tasked with the following:

- A. Provide a single-point of contact to act as an embedded member of the Regional Consortium (RC) Team to account for financial operation and control associated with the Regional Share and to interface with the Regional Consortium colleges/districts to ensure proper vetting of applications and that each application ensures the following:
  - 1. Proposed expenditures are allowable under the terms of the Agreement, criteria and requirements as stipulated in the Strong Workforce legislation and SWP guidelines,
  - 2. Proposed expenditures are properly classified,
  - 3. All budget calculations are correct.
- B. Setting a timeline for submission of online applications,
- C. Setting a timeline for disbursing funds that provides sufficient time for District to exercise due diligence in review of the applications and provides sub-contractors with sufficient time to execute their work plans and budgets, and issuing funds to recipient colleges upon certification of application,
- D. Determining the documentation required to ensure funds are properly accounted and determining

where this documentation will be maintained,

- E. Developing systems for tracking each contract or sub-grant and sharing the status with Regional Consortia and the Chancellor's Office grant monitors.
- F. Maintaining communications and the Regional Consortium website for transparent sharing of information.
- G. Receiving and reviewing claims for funds from Contractor and issuing payments as well as verifying that payments have been received,
- H. Receiving and verifying quarterly and final reports and reporting to Chancellor's Office as required.

IV. **PARTICIPATION AGREEMENT PAYMENTS AND INVOICING.**

- A. Allocations from District to Contractor will be utilized in accordance with the terms and conditions of this Agreement and as vetted by the Regional Consortium and adhering to allocation articulated in Exhibit C. These funds are subject to reduction by the District should the District experience a reduction in funding from the Chancellor's Office. District reserves the right to adjust the scope of work and funding accordingly and decisions will be made transparent to the Contractors.
- B. In consideration of the performance by Contractor, District shall make payments to Contractor of up to **\$273,027.15** which totals the Regional SWP Share allocated to West Kern Community College District, to be paid no more frequently than monthly. These payments will be made after the submission of a detailed invoice, by no later than the 15<sup>th</sup> of the month for the preceding month. These invoices shall be sent to the Project Director as listed in the Participation Agreement, or such people designated by him/her.
- C. District must receive final invoices no later than **January 15, 2019**.

- V. **REPORTING.** Contractor shall prepare and submit to District Project Director/manager program narratives, listing the deliverables as specified in its Local Share application, and expenditures for all required quarterly and final reports no later than one week prior to reporting date(s) specified by the Chancellor's Office.

VI. **SUBCONTRACTS.**

- A. In any event, if the Contractor wishes to enter into an additional subcontract agreement for performance of any part of the activities listed in the Contractor's Application and this Agreement, Contractor shall disclose the intended purpose of the activities and amount of additional subcontracting and identify the proposed additional subcontractor. The Contractor as listed in this Participation Agreement shall be responsible to pay the additional subcontract and submit all supporting documentation to the District Project Director/manager.
- B. Contractor agrees to be as fully responsible to the District for the acts and omissions of its additional subcontractors and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directing employed by the Contractor. Contractor's obligation to pay its additional subcontractors is independent from the obligation by the District to make payments to the Contractor. As a result, the District shall have no obligation to pay or enforce the payment of any moneys to any additional subcontractor.

VII. **RECORDS/AUDITS.**

- A. **Records.** Contractors must maintain records regarding the use of Participation Allocation, progress made towards objectives/performance, and placement and use of equipment purchased, for a period of three (3) years after the ending date of this agreement.
- B. **Audit.** Contractors agree that the District, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractors agree to maintain such records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated. Contractors agree to allow the auditor(s) access to such records during normal

business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractors agree to include a similar right of the District, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

- C. If any audit or other actions involving the records has been started before the expiration of this period, the records must be retained until completion of the action and resolution of all issues which arise from it or until the end of the three (3) year period, whichever is later;
- D. All records must be retained throughout the project. The three (3) year period of retention starts on December 31, 2018.

VIII. **NOTICES.**

Any Party may give notice to the other Party by sending certified mail properly addressed, postage fully prepaid to the other Party's address as specified below. Such notice shall be effective when received, as indicated by post office records, or if deemed undeliverable by the post office, such notice shall be postponed twenty-four (24) hours for each such intervening day.

District: State Center Community College District  
Attn: Karri Hammerstrom, Project Director  
Address: 390 W. Fir Avenue, Building A Suite 204E  
City, State, Zip: Clovis, CA 93611  
Telephone: 559-324-6444  
email: [Karri.hammerstrom@reedleycollege.edu](mailto:Karri.hammerstrom@reedleycollege.edu)

District: West Kern Community College District  
Attn: Brock McMurray,  
Executive VP, Administrative Services  
Address: 29 Cougar Court  
City, State, Zip: Taft, CA 93268-2329  
Telephone: 661-673-7811  
Email: [bmcmurray@taftcollege.edu](mailto:bmcmurray@taftcollege.edu)

- A. All notices or demands to be given under this Agreement should be directed to the address and person listed in this Section VIII.
- B. Contractor will inform the District of all personnel changes.

IX. **TERMINATION.**

- A. **Without Cause.** A Party may suspend or terminate this Agreement upon thirty (30) days advance written notice to the other Party prior to the requested termination date. Termination of this Agreement, however, will not invalidate commitments or obligations entered into on a Participation Agreement prior to the date of termination that cannot be cancelled.
- B. **With Cause.** Each Party may terminate this Agreement upon the other Party's material breach of any provisions of this Agreement. A Party intending to terminate this Agreement pursuant to this subsection shall provide the breaching Party with written notice at least 30 days ("Cure Period") before the effective termination date. Such notice by the non-breaching Party shall specify the provision of this Agreement that was breached by the breaching Party, the acts or omissions of the breaching Party that constitute a material breach of this Agreement, and the corrective action and/or remedy requested from the breaching party, and provide the breaching Party with an opportunity to cure the material breach within the Cure Period unless the non-breaching party shall agree in writing to an extension of the Cure Period before the expiration of the Cure Period. Upon expiration of the Cure Period, and if the breaching Party has not cured the breach and provided written notice of such cure to the non-

of the Cure Period without any further notice by the Parties. Termination of this Agreement, however, will not invalidate commitments or obligations entered into on a Participation Agreement prior to the date of termination that cannot be cancelled.

- X. **UNENFORCEABLE PROVISION.** In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the Parties agree that all other provisions of this Agreement remain in full force and effect and shall not be affected thereby.
- XI. **DISPUTES.** All claims, disputes, and other matters in question between the District and Contractors arising out of or relating to this Agreement or the breach thereof shall be addressed in the following manner. The Parties shall enter into good faith negotiations to reach an equitable settlement. If a good faith settlement cannot be reached, the Parties may agree to select a method of dispute resolution other than litigation, such as arbitration, mediation, mini-trial, or other method of alternative dispute resolution. In the event that the Parties are unable to agree on a method of dispute resolution other than litigation, suit may be brought in a court located nearest the District office involved in the suit. Should it be necessary for a Party to initiate legal proceedings to resolve disputes arising out of or relating to this Agreement, the prevailing Party shall be entitled to receive from the other Party all costs and expenses, including reasonable attorney's fees, incurred in such proceedings. Notwithstanding the fact that a dispute, controversy or question shall have arisen in the interpretation of any provision of this Agreement, the performance of any work, the delivery of any material, the payment of any moneys to Contractor, or otherwise, Contractor agrees that it will not directly or indirectly stop or delay the work directed by District, or any part thereof, or stop or delay the delivery of any material or services required to be furnished hereunder, pending the determination of such dispute or controversy, regardless of whether such dispute, controversy, or question is or may be subject to litigation or other form of dispute resolution.
- XII. **INDEMNIFICATION.** Each party agrees to defend, hold harmless and indemnify the other party (and its officers, employees, trustees, agents, successors and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs and liability whether in contract, tort or strict liability (including but not limited to personal injury, death at any time and property damage) arising out of or made necessary by the indemnifying party's performance of this Agreement or breach of its terms. The total liability of DISTRICT under this agreement shall not exceed \$2,000,000.00.
- XIII. **INSURANCE.** Each party shall obtain, pay for and maintain in effect during the life of this Agreement the following policies of insurance issued by an insurance company rate not less than "A,VI" in Best Insurance Rating Guide and admitted to transact insurance business in California: (1) commercial general liability insurance (including contractual, products and completed operations coverages, bodily injury and property damage liability insurance) with single combined limits of not less than \$1,000,000 per occurrence; (2) commercial automobile liability insurance for "any auto" with combined single limits of liability of not less than \$1,000,000 per occurrence; (3) professional liability insurance (errors and omissions) with a limit of liability of not less than \$1,000,000 per occurrence; and (4) workers' compensation insurance as required under state law. Each party's policy shall contain an endorsement naming the other party as an additional insured insofar as this Agreement is concerned, and provide that written notice shall be given to the other party at least 30 days prior to cancellation or material change in the form of the policy or reduction in coverage. Each party shall furnish the other party with a certificate of insurance containing the endorsements required under this section, and each party shall have the right to inspect the other party's original insurance policies upon request. Upon notification of receipt of a notice of cancellation, change or reduction in coverage, each party shall immediately file with the other party a certified copy of the required new or renewal policy and certificates for such policy.
- Nothing in this section concerning minimum insurance requirements shall reduce a party's liabilities or obligations under the indemnification provisions of this Agreement.
- XIV. **FEDERAL, STATE, AND LOCAL TAXES.** Except as may be otherwise provided in this Agreement, the Contractor price includes all applicable Federal, State, and local taxes and duties.
- XV. **LAW.** It is understood and agreed that this Agreement shall be governed by the laws of the State of California both as to interpretation and performance; venue of any action brought with regard to this Agreement shall be in Fresno, California.
- XVI. **INDEPENDENT CONTRACTOR.** Contractor, in the performance of this Agreement, shall be and act as an

independent contractor and not an employee of District. Contractor, understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Contractor assumes the full responsibility his/her acts and/or liabilities including those of his/her employees or agents as they relate to the services to be provided under this Agreement. Contractor shall assume full responsibility for withholding and payment of all: federal, state, local and applicable income taxes; workers' compensation; contributions, including but not limited to, unemployment insurance and social security with respect to Contractor and Contractor's employees. The District will not withhold taxes, unemployment insurance or social security for Contractor or Contractor's employees or independent subcontractors. Contractor agrees to indemnify and hold District harmless from and against any and all liability arising from any failure of Contractor to withhold or pay any applicable tax, unemployment insurance or social security when due.

**XVII. INTELLECTUAL PROPERTY.**

- A. Any work product resulting from this Agreement fall under the California Community Colleges, Chancellor's Office Creative Commons Attribution license which gives permission to the public to reproduce, distribute, perform, display or adapt the licensed materials for any purpose, so long as the user gives attribution to the author.
- B. Any and all services rendered and documents or other materials, inventions, procedures, processes, machines, manufactures, or compositions of matter, copyright, and/or trademarks or service marks first created, developed or produced pursuant to this Agreement shall be and are Work for Hire. All rights, title, and interest in and to the Work first developed under this Agreement or under any subcontract shall be assigned and transferred to the Chancellor's Office. This Work for Hire agreement shall survive the expiration or early termination of this Agreement.
- C. All materials first developed in draft and in final form pursuant to this Agreement shall, in a prominent place, bear the © (the letter "c" in a circle) or the word "Copyright," or the abbreviation "Copr.," followed by the year created, and the words "California Community Colleges, Chancellor's Office." All patents for inventions, processes, machines, manufactures, or compositions of matter developed, or trademarks or service marks obtained pursuant to this Agreement, shall be issued to the "California Community Colleges, Chancellor's Office." Contractor will be responsible for applying for, paying the filing fees for, and securing said copyright, trademark, patent, etc.
- D. All technical communications and records originated or first prepared by the Contractor or its subcontractors, if any, pursuant to this Work for Hire agreement, including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, but not including Contractor's administrative communications and records relating to this Agreement, shall be delivered to and shall become the exclusive property of the Chancellor's Office and may be copyrighted by the Chancellor's Office.
- E. In connection with any license granted pursuant to the preceding paragraphs, Contractor agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license. Contractor may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.

**XVIII. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

- A. By executing this contractual instrument, Contractors agree to comply with applicable federal suspension and debarment regulations, including, but not limited to, regulations implementing Executive Order 12549 (29 C.F.R. Part 98).
- B. By executing this contractual instrument, Contractors certify to the best of their knowledge and belief that it and its principals:
  - 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - 2. Have not, within a three (3) year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: (a) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) or private transaction or contract; (b) Violation of Federal or State antitrust statutes; (c) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (d) Commission of

tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (d) Commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects Contractor's present responsibility;

3. Are not presently indicted for, or otherwise criminally or civilly charged by any government entity (Federal, State or Local), with commission of any of the offenses enumerated in B.(2) above, of this certification;
4. Have not, within a three (3) year period preceding the execution of this contractual instrument, had one or more public transaction (Federal, State or Local) terminated for cause or default.

IN WITNESS WHEREOF, all Parties agree.

STATE CENTER COMMUNITY COLLEGE DISTRICT

WEST KERN COMMUNITY COLLEGE DISTRICT

BY: 

BY: \_\_\_\_\_

Authorized Representative

Authorized Representative

Print

Print

Name Edwin Eng

Name \_\_\_\_\_

Print

Print Title: \_\_\_\_\_

Title Vice Chancellor

Date

Date \_\_\_\_\_

2/14/17

|                                   |               |
|-----------------------------------|---------------|
| Board Meeting<br>Date of Approval | <u>2/7/17</u> |
|-----------------------------------|---------------|



CALIFORNIA COMMUNITY COLLEGES

**Doing What MATTERS™**  
FOR JOBS AND ECONOMY

[www.doingwhatmatters.cccco.edu](http://www.doingwhatmatters.cccco.edu)



## Strong Workforce Program Metrics

### Background

Per the Strong Workforce Program legislation, performance accountability measures shall “to the extent possible, align with the performance accountability measures of the federal Workforce Innovation and Opportunity Act (Public Law 113-128). Outcome measures shall include, to the extent possible, demographic data, to allow policymakers and the general public to evaluate progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.... Recommendations for future allocations to consortiums [should be] based upon program outcomes, including, at a minimum, the number of certificates granted to, and wage increases of, students who have completed a career technical education program.”

### Metrics

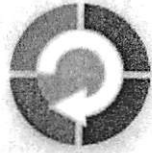
All metrics are disaggregated by race, gender, and age grouping, and are available in the LaunchBoard.

- *Number of course enrollments:* The number of registrations in courses (may include duplicated students)\*\*
- *Number of students who got a degree or certificate:* Unique individuals who completed a credit or noncredit local certificate, credit or noncredit Chancellor’s Office approved certificate, associate degree, or applied bachelor’s degree \*
- *Number of students who transferred:* Unique individuals who transferred to a four-year institution
- *Employed in the second fiscal quarter after exit:* Employment rate for exiting students in the second fiscal quarter after leaving the community college system (based on a match to the state unemployment insurance wage file)\*
- *Employed in the fourth fiscal quarter after exit:* Employment rate for exiting students in the fourth fiscal quarter after leaving the community college system (based on a match to the state unemployment insurance wage file)\*

December 5, 2016

[www.doingwhatmatters.cccco.edu](http://www.doingwhatmatters.cccco.edu)





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- *Job closely related to field of study:* The proportion of students who reported that their current job is close or very close to their field of study (based on responses in the CTE Outcomes Survey)
- *Median earnings in the second fiscal quarter after exit:* Earnings for exiting students in the second fiscal quarters after leaving the community college system (based on a match to the state unemployment insurance wage file)\*
- *Median change in earnings:* Percentage change in earnings for exiting students, one year before and one year after exiting the California community college system (based on a match to the state unemployment insurance wage file)\*\*
- *Attained a living wage:* Proportion of exiting completing and skills-builder students who attained the living wage for a single individual in the college's Doing What Matters region (based on a match to the state unemployment insurance wage file and Insight Center for Community Economic Development data)

\* WIOA metrics

\*\* additional metrics flagged in the legislation

## Questions

Please contact [launchboard@cccoco.edu](mailto:launchboard@cccoco.edu)

December 5, 2016

[www.doingwhatmatters.cccco.edu](http://www.doingwhatmatters.cccco.edu)

EXHIBIT B – Chancellor's Office Memorandum Dated September 14, 2016: Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment (Local and Regional Share)

STATE OF CALIFORNIA

ERIK SKINNER, ACTING CHANCELLOR

CALIFORNIA COMMUNITY  
COLLEGES  
CHANCELLOR'S OFFICE

1102 Q STREET, SUITE 4554  
SACRAMENTO, CA 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>



**DATE:** September 14, 2016

**TO:** Chief Executive Officers  
Regional Consortia Chairs

**FROM:** Matthew Roberts Ed.D., Dean  
Workforce and Economic Development Division  
CC: Van Ton-Quinlivan, Vice Chancellor  
Workforce and Economic Development Division

**SUBJECT:** Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment (Local and Regional Share) – Revision 09-14-2016

*Synopsis:* Guided by Strong Workforce Program legislation, the intent of the funding introduces outcome/performance based variables for success. It is therefore the intent of the California Community College Chancellor's Office (CCCCO) to allow for maximum flexibility in the use of the funds as long as the intent meets the requirements of Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines, follows a reasonable standard, does not supplant and does not include expenditures that would not survive the "front-page of the newspaper" test.

The attachment is a guideline to the funding requirements listed above for local 60% and regional 40% shares of this investment. Additional technical assistance documents that are designed to inform in the development of these investments can be found at:  
<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

*Contact:* If you have any questions, please contact Matthew Roberts at (916) 445-7690 or [mroberts@cccoco.edu](mailto:mroberts@cccoco.edu).

cc: Administrators of Occupational Education  
WED Leadership & Staff  
Mario Rodriguez

# Guidelines, Definitions and Reasonable Standards for Strong Workforce Funding Investment

## *(Local and Regional Share)*

### Reasonable

Reasonable is defined by the dictionary as: agreeable to sound judgment, not exceeding the limit prescribed by reason (not excessive), moderate in price, and a rational decision. Systems that can guide this definition are: necessary for the performance of the funding; follow sound business practices (procurement processes, follow state and local laws, follow the terms of the funding source); use of fair market prices; acting with prudence under the circumstances; and having no significant deviation from established prices.

The following, directly relate to Strong Workforce Education Code Requirements and some examples of the standard non-allowable activities that meet the "front-page of the newspaper" test of reasonable and the allowable indirect cost rate:

- **Supplanting:** Funds appropriated to community college districts for local or regional share investment shall supplement, not supplant, existing funding of community college career technical education programs. This shall not be interpreted to mean that a participating community college district is prohibited from eliminating or altering existing programs, but the percentage of that community college district's total full-time equivalent students enrolled in career technical education courses relative to the total full-time equivalent students enrolled in the district shall not be reduced from the percentage computed for the 2015–16 fiscal year. [EC§88824(e)]
- **Funding CTE Only:** Funds expended must show a direct benefit to the requirements of the Strong Workforce Program outcomes of increasing the number of quality students or programs in CTE courses programs and pathways and addressing the recommendations of the Strong Workforce Task Force. [EC§88824(d)(5)(A-C)]
- **Duplication of Effort:** To avoid duplication of effort, activities funded under the Strong Workforce Program shall be informed by, aligned with, and expand upon the activities of existing workforce and education regional partnerships, including those partnership activities that pertain to regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128), adult education block grant consortia, and K-12 career technical education programs. [EC§88821(4)(d)]
- **District Procedures:** All fiscal policy and program procedures adopted by the applicable Community College District shall be followed when expending (local and regional) allocations.
- **Non-Allowable Activities:**
  - Entertainment* – Costs of entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable.
  - Alcoholic Beverages* – Costs of alcoholic beverages are unallowable.
  - Contingency (Rainy Day Funds)* – Contributions to a contingency reserve or any similar provision made for events the occurrence of which cannot be foretold with certainty as to time, intensity, or with an assurance of their happening, are unallowable.

**Goods and Services for Personal Use** – Cost of goods and services for Personal use is unallowable.

**Lobbying** – Lobbying is never allowed unless it meets the following criteria: (1) Technical and factual presentations on topics directly related to the performance of a grant, contract, or other agreement (through hearing testimony, statements, or letters to the Congress or a State legislature, or subdivision, member, or cognizant staff member thereof), in response to a documented request (including a Congressional Record notice requesting testimony or statements for the record at a regularly scheduled hearing) made by the recipient member, legislative body or subdivision, or a cognizant staff member thereof, provided such information is readily obtainable and can be readily put in deliverable form, and further provided that costs under this section for travel, lodging or meals are unallowable unless incurred to offer testimony at a regularly scheduled Congressional hearing pursuant to a written request for such presentation made by the Chairman or Ranking Minority Member of the Committee or Subcommittee conducting such hearings.

**Contributions or Donations** – Cash or property contributions or donations are unallowable.

**Fund Raising and Investment Costs** – Costs of organized fund raising, including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions are unallowable, regardless of the purpose for which the funds will be used.

**Indirect Cost Rates Allowed**

| <b>Allocation</b>         | <b>Indirect Cost Rate (Total Direct Costs)</b> |
|---------------------------|--|
| <b>60% Local Share</b>    | 4%   |
| <b>40% Regional Share</b> | No Indirect Allowed                            |

The following table can be used as a quick reference guide for participation requirements and/or plan requirements as listed within Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines. This table is not meant to substitute a full review of Division 7, Title 3 Education Code Section 88820-88826 (Strong Workforce Program) guidelines in their entirety in addition to all recommendations from the Strong Workforce Task Force. Links to the above mentioned documents and documents that are designed to inform in the development of these investments can be found at:

<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

| <b>Recipients of Local or Regional Share Funding Shall</b>  | <b>Plans for Local or Regional Share Funding Shall Address</b>  |
|---|---|
| <p><b>Be a member of a consortium [EC§88824(d)(1)]</b><br/>           (Career Technical Education Regional Consortium," or "consortium," means an administrative grouping of community college districts by the Division of Workforce and Economic Development of the chancellor's office for the purpose of coordination and joint planning within regions, as defined in subdivision [EC88822§(c)])</p> | <p>Increasing the number of student in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes.<br/>           [EC§88824(d)(5)(A)]</p> |

|   |   |
|---|---|
| <p><b>Work with other members of the consortium to create and submit a plan to the chancellor by January 31, 2017 [EC§88824 (d)(2)],</b> for inclusion in the submissions of regional plans for purposes of the program and the federal Workforce Innovation and Opportunity Act (Public Law 113-128).</p>  | <p>Increasing the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes (completions, transfer, employment rates, employment in a field of study, earning, median change in earning, proportion of student who attained living wages). [EC§88824(d)(5)(B)]</p>           |
| <p><b>Collaborate:</b> [EC§88821(a-e)] All Community College Districts participating in local or regional investments are required to follow collaboration requirements as specified in these sections.</p>   | <p>Address recommendations from the Strong Workforce Task Force, including the recommended provision of student services related to career exploration, job readiness and job placement, and work-based learning. [EC§88824(d)(5)(C)] <a href="http://doingwhatmatters.cccco.edu/portals/6/docs/sw/2016_11%20Workforce%20Task%20Force%20Implementation%20Recommendations%20Version%201.pdf">http://doingwhatmatters.cccco.edu/portals/6/docs/sw/2016_11%20Workforce Task Force Implementation%20Recommendations%20Version%201.pdf</a></p> |
| <p><b>LMI Data:</b> [EC§88824(d)(4)] Provide accessible performance and labor-market data that can be used by community college districts and their regional partners to support the implementation of the program and describe related efforts to align regional workforce and education programming with regional labor market needs, including, but not limited to, regional planning efforts established pursuant to the federal Workforce Innovation and Opportunity Act (Public Law 113-128).</p> | <p><b>Local Investment Shall:</b> Provide Evidence of Demand for Workers within the funded CTE Program or Across Multiple Programs</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Identify geography and occupations targeted</li> <li><input type="checkbox"/> Identify demand and supply and gap Cite source of Labor Market Information</li> </ul>  |

|  |  |
|--|--|
| <p><b>Local Investment Planning Efforts:</b> [EC§88823(f)] Community College Districts participating in a consortium shall utilize their region’s plan to inform local campus planning efforts to implement career technical education courses, programs, and pathways and integrate available local, regional, state, and nonpublic resources to ensure that students will achieve successful workforce outcomes.</p> | <p><b>Regional Investment Shall -- [EC 88823(b)(3-7)]</b> review for the following:</p> <ul style="list-style-type: none"> <li>Summary of Local Share</li> <li>Investments by Sector</li> <li>Regional/Sub Regional</li> <li>Labor Market Information</li> <li>Supply &amp; Demand Table with Living Wage Occupations</li> <li>Other Establish Questions &amp; Agenda for Collaborative Regional Planning</li> <li>Are priority and emergent sectors for the region still the same?</li> <li>What more must be done for students to move through the region’s career pathways in the sectors?</li> <li>How will job placement, internships, and regional industry engagement be coordinated?</li> <li>How can industry inform and co-invest in CTE?</li> </ul> |
|--|--|

|   |   |
|---|---|
| <p><b>Certifications:</b> [EC§88824(d)(5)(A-C)]Community College Districts will certify that the use of funds will meet the intent of the program to accomplish all of the following:</p> <p>(A) Increase the number of students in quality career technical education courses, programs, and pathways that will achieve successful workforce outcomes.</p> <p>(B) Increase the number of quality career technical education courses, programs, and pathways that lead to successful workforce outcomes, or invest in new or emerging career technical education courses, programs, and pathways that may become operative in subsequent years and are likely to lead to successful workforce outcomes.</p> <p>(C) Address recommendations from the Strong Workforce Task Force, including the recommended provision of student services related to career exploration, job readiness and job placement, and work-based learning.</p> | <p><b>Regional Share Plan</b> [EC §88823 (h)]</p> <p>Each region’s plan shall be for the primary purpose of informing the development of strategies related to career technical education and workforce development courses, programs, and pathways. Each region’s plan shall reflect strategies to efficiently and effectively utilize any available public and private resources, including funds for the Career Technical Education Pathways Program established in Part 52 (commencing with Section 88530), in a manner that better aligns career technical education courses, programs, and pathways with the needs of their regional economies.</p> |
| <p><b>Regional Share Consortium Shall:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> [EC§88824(c)(1) &amp; §88823(b)(1)] each consortium shall select a CCD to be fiscal agent.</li> <li><input type="checkbox"/> [EC§88824(f)] a consortium shall allocate funds only to CCDs.</li> <li><input type="checkbox"/> [EC§88823(b)(2)] a consortium shall establish a governance model for the consortium. Fiscal Resources shall be determined exclusively by the CCDs participating in the consortium.</li> </ul>   |   |

STATE OF CALIFORNIA

ERIKE E. SKINNER, INTERIM CHANCELLOR

**CALIFORNIA COMMUNITY COLLEGES**

**CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4550

SACRAMENTO, CA 95811-6549

(916) 445-8752

<http://www.cccco.edu>



August 5, 2016

**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Student Services Officers  
Chief Business Officers

**FROM:** Mario Rodriguez  
Vice Chancellor, Finance and Facilities

**SUBJECT:** Strong Workforce Program College and Region Allocations for 2016-17

The 2016-17 Budget provided \$200 million for the Strong Workforce Program to improve the quality and increase the quantity of career technical education (CTE) provided by our system. A corresponding trailer bill required the Chancellor's Office to allocate at least 95% of these funds to regions and districts based on the following three factors:

- Job openings
- Unemployed adults
- CTE full-time equivalent students

Attachment A includes a breakdown of what each region's and district's allocations will be for the current fiscal year. These allocations will be approved at the September 19<sup>th</sup> meeting of the Board of Governors.

If you have any questions, please contact me at (916) 324-9508 or [mrodriguez@ccco.edu](mailto:mrodriguez@ccco.edu).

Attachment A

Strong Workforce Program  
Region and District Allocations  
2016-17

| District            | Region     | District   | Total      | District               | Region     | District   | Total      | District               | Region    | District   | Total      |
|---------------------|------------|------------|------------|------------------------|------------|------------|------------|------------------------|-----------|------------|------------|
| Cabrillo            |            | 867,486    |            | Barstow                |            | 204,128    |            | Butte                  |           | 968,729    |            |
| Chabot-Las Positas  |            | 1,981,902  |            | Chaffey                |            | 2,172,129  |            | Feather River          |           | 103,023    |            |
| Contra Costa        |            | 3,250,714  |            | Copper Mt.             |            | 144,525    |            | Lake Tahoe             |           | 148,154    |            |
| Foothill-Deanza     |            | 1,799,581  |            | Desert                 |            | 1,083,030  |            | Lassen                 |           | 145,489    |            |
| Gavilan             |            | 639,561    |            | Mt. San Jacinto        |            | 1,813,511  |            | Los Rios               |           | 5,158,231  |            |
| Hartnell            |            | 850,472    |            | Palo Verde             |            | 234,242    |            | Mendocino-Lake         |           | 293,167    |            |
| Marin               |            | 579,287    |            | Riverside              |            | 2,918,223  |            | Redwoods               |           | 518,190    |            |
| Monterey Peninsula  |            | 444,402    |            | San Bernardino         |            | 1,770,527  |            | Shasta-Tehama-Trinity  |           | 753,184    |            |
| Napa Valley         |            | 459,874    |            | Victor Valley          |            | 1,215,020  |            | Sierra                 |           | 1,267,413  |            |
| Ohlone              |            | 666,609    |            | Inland Empire & Desert | 7,703,557  | 11,555,336 | 19,258,893 | Siskiyou               |           | 218,885    |            |
| Peralta             |            | 2,156,948  |            |                        |            |            |            | Yuba                   |           | 881,803    |            |
| San Francisco       |            | 2,729,009  |            | Cerritos               |            | 1,572,942  |            | Sacramento & Far North | 6,970,845 | 10,456,268 | 17,427,113 |
| San Jose-Evergreen  |            | 2,229,959  |            | Citrus                 |            | 785,655    |            |                        |           |            |            |
| San Mateo           |            | 2,076,866  |            | Compton                |            | 716,398    |            | Grossmont-Cuyamaca     |           | 1,326,665  |            |
| Solano              |            | 1,416,804  |            | El Camino              |            | 1,554,414  |            | Imperial               |           | 683,551    |            |
| Sonoma              |            | 1,641,874  |            | Glendale               |            | 873,733    |            | Mira Costa             |           | 975,566    |            |
| West Valley-Mission |            | 1,222,503  |            | Long Beach             |            | 1,701,307  |            | Palomar                |           | 2,072,427  |            |
| Bay Area            | 16,675,900 | 25,013,851 | 41,689,751 | Los Angeles            |            | 14,712,502 |            | San Diego              |           | 3,412,913  |            |
|                     |            |            |            | Mt. San Antonio        |            | 2,493,730  |            | Southwestern           |           | 1,435,134  |            |
| Kern                |            | 2,500,947  |            | Pasadena Area          |            | 1,444,357  |            | San Diego & Imperial   | 6,604,171 | 9,906,256  | 16,510,426 |
| Merced              |            | 832,791    |            | Rio Hondo              |            | 1,220,672  |            |                        |           |            |            |
| San Joaquin Delta   |            | 2,149,646  |            | Santa Monica           |            | 871,012    |            | Allan Hancock          |           | 762,297    |            |
| Sequoias            |            | 999,157    |            | Los Angeles            | 18,631,147 | 27,946,721 | 46,577,868 | Antelope Valley        |           | 1,171,947  |            |
| State Center        |            | 2,954,745  |            |                        |            |            |            | San Luis Obispo        |           | 681,863    |            |
| West Hills          |            | 362,836    |            | Coast                  |            | 2,414,498  |            | Santa Barbara          |           | 750,985    |            |
| West Kern           |            | 130,120    |            | North Orange County    |            | 3,741,971  |            | Santa Clarita          |           | 919,811    |            |
| Yosemite            |            | 1,738,829  |            | Rancho Santiago        |            | 2,468,508  |            | Ventura                |           | 2,054,420  |            |
| Central Valley      | 7,779,382  | 11,669,072 | 19,448,454 | South Orange           |            | 2,486,197  |            | South Central          | 4,227,548 | 6,341,322  | 10,568,870 |
|                     |            |            |            | Orange County          | 7,407,450  | 11,111,175 | 18,518,624 |                        |           |            |            |



STATE OF CALIFORNIA  
CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE  
1102 Q STREET, SUITE 4550  
SACRAMENTO, CA 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>

ERIK E. SKINNER, INTERIM CHANCELLOR



December 21, 2016

To: Central Valley Regional Consortia  
State Center Community College District – Regional Fiscal Agent

From: Van Ton-Quinlivan, Vice Chancellor, Workforce and Economic Development Division

Dear State Center Community College District,

Please accept this formal notification of the intent to disperse the Strong Workforce Program Regional Consortia allocation for fiscal year 2016-17 (spending period July 1, 2016 - December 31, 2018). The Strong Workforce Program legislative language (Education Code §§88820 – 88826) required the Chancellor's Office to allocate funds to regions based on the following three factors:

- Job openings
- Unemployed adults
- CTE full-time equivalent students

Per the Strong Workforce Program budget bill language, funding shall be apportioned annually to each regional consortium. The 2016-17 apportionment will occur toward the end of February 2017 along with the P1 apportionment. The apportionment schedule will be posted at: <http://bit.ly/2h9eXNJ> when available.

The purpose of the funding is to:

- Increase quantity of CTE: More enrollments in programs leading to high-demand, high wage jobs
- Improve quality of CTE: More students complete/transfer, More students employed, More students improving their earnings

For more details, please reference our Strong Workforce Program guidance memos and Allowable Uses on the Strong Workforce website <http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>. If you have any questions regarding this letter, please contact the Strong Workforce Program help desk at [strongworkforcehelpdesk@ccco.edu](mailto:strongworkforcehelpdesk@ccco.edu).

**Strong Workforce Program Regional Allocations**

|                |           |
|----------------|-----------|
| Central Valley | 7,779,382 |
|----------------|-----------|

**EXHIBIT E – Central/Mother Lode Regional Consortium Strong Workforce Program – Regional Share (40%) Allocations**

**Central/Mother Lode Regional Consortium Strong Workforce Program  
Regional Share (40%) Allocations**

| DISTRICT          | SWP Regional (40%)     |
|-------------------|------------------------|
| Kern              | \$1,349,601.14         |
| Merced            | \$472,117.30           |
| San Joaquin Delta | \$912,706.34           |
| Sequoias          | \$519,254.34           |
| State Center      | \$1,545,657.33         |
| West Hills        | \$575,123.17           |
| West Kern         | \$273,027.15           |
| Yosemite          | \$964,987.92           |
| <b>TOTAL</b>      | <b>\$ 6,612,474.70</b> |

|                    |  |           |                     |
|--------------------|--|-----------|---------------------|
| CRC Admin          | 15% setaside<br>(1) 3% of 40%, \$7,779,382 | \$        | 233,381.46          |
| Fiscal Agent/SCCCD | (2) 2% of 40%, \$7,779,382                 | \$        | 155,587.64          |
| Regionwide/SW#17B  | (3) 10% (SW#17B)                           | \$        | 777,938.20          |
| <b>TOTAL</b>       |  | <b>\$</b> | <b>7,779,382.00</b> |

**Local & Regional Share Allocation per District**

| DISTRICT          | SWP Local (60%)         | SWP Regional (40%)                         | Total 60+40             |
|-------------------|-------------------------|--|-------------------------|
| Kern              | \$ 2,500,947.00         | \$1,349,601.14                             |                         |
| Merced            | \$ 832,791.00           | \$472,117.30                               |                         |
| San Joaquin Delta | \$ 2,149,646.00         | \$912,706.34                               |                         |
| Sequoias          | \$ 999,157.00           | \$519,254.34                               |                         |
| State Center      | \$ 2,954,745.00         | \$1,545,657.33                             |                         |
| West Hills        | \$ 362,836.00           | \$575,123.17                               |                         |
| West Kern         | \$ 130,120.00           | \$273,027.15                               |                         |
| Yosemite          | \$ 1,738,829.00         | \$964,987.92                               |                         |
| Subtotal          | \$ 11,669,071.00        | \$ 6,612,474.70                            | \$ 18,281,545.70        |
| CRC Admin         |                         | 15% setaside<br>(1) 3% of 40%, \$7,779,382 | \$ 233,381.46           |
| Fiscal Agent      | \$ -                    | (2) 2% of 40%, \$7,779,382                 | \$ 155,587.64           |
| Regionwide/SW#17B | \$ -                    | (3) 10% (SW#17B)                           | \$ 777,938.20           |
| <b>TOTAL</b>      | <b>\$ 11,669,071.00</b> | <b>\$ 7,779,382.00</b>                     | <b>\$ 19,448,453.00</b> |

**EXHIBIT F – Chancellor's Office Memorandum Dated August 25, 2016: Regional Share Fiscal Agent Roles and Responsibility**

**STATE OF CALIFORNIA**

**ERIK E. SKINNER, ACTING CHANCELLOR**

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**  
1102 Q STREET, SUITE 4550  
SACRAMENTO, CA 95811-0549  
(916) 445-8752  
<http://www.cccco.edu>



**August 25, 2016**

**To:** Regional Consortium Chairs

**From:** Matt Roberts, Ed.D. Dean of Field Operations  
Workforce and Economic Development Division

**Subject:** Guidance on use of funds for strong workforce program

**This memorandum provides guidance on the use of funds for the strong workforce program.**

## August 24, 2016 – Scope of Work

### Roles and Responsibility

#### Regional Share Fiscal Agent

The fiscal agent has no authority over decisions on the use of funding, rather the fiscal agent role is to dispense, monitor and audit sub-grants once spending decisions have been authorized by the CTE Regional Consortia as stipulated in Strong Workforce legislation. The district designated as the fiscal agent shall perform the following roles and responsibilities:

- Provide a single-point of contact to act as an embedded member of the CTE Regional Consortium (RC) Team to account for financial operation and control associated with the Regional Share.
- Review sub-awardee applications for compliance with grant terms and requirements. Work with sub-awardees to resolve issues that arise.
- Review sub-award application budgets to ensure that expenditures are allowable under the grant terms and conditions, are properly classified, and that the calculations are correct. Work with sub-awardees to resolve any issues that arise.
- Develop policies, procedures, systems and timelines for disbursement of funds.
- Determine the documentation required to ensure funds are properly accounted for
- Develop systems to track each of the contracts/grants and their status that can be shared with the RCs, the CCCC grant monitors, and sub-awardees.
- Develop sub-award agreements with each of the sub-awardees that incorporate the contracting requirements of the CCCC and the Fiscal Agent.
- Provide information, guidelines and technical assistance to sub-awardees.
- Manage the flow of funds to sub-awardees by receiving, reviewing and approving claims for funds and ensure that proper documentation has been received to verify that what was requested conforms to what was approved when discrepancies occur.
- Issue payments and verify that payments have been received.
- Fulfill reporting requirements by receiving and monitoring quarterly reports and final reports from the sub-awardees.
- Follow-up on missing or incorrect reports. Work with sub-awardees to resolve issues.
- Consolidate reports and report up to the RC/CCCCO as required and upon request.
- Conduct sub-recipient monitoring and audits, in accordance with grant requirements and OMB Uniform Guidelines.
- Field questions on allowable expenditures in accordance with any CCCC guidance
- Review sub-awardees' requests for approval of contracts and sub-agreements, prior to forwarding requests to CCCC for final approval. Provide guidance and direction to the colleges to ensure compliance and facilitate CCCC review and approval, as needed.
- Collaborate with RCs to standardize Strong Workforce related fiscal related and reporting processed, procedures and to develop recommendations and responses to CCCC.

**Expanded Regionalized Coordination:**

The chart below shows a regional model funding breakdown that includes the following sources: Perkins 1b and the regional share allocation. Under this model, the CTE Regional Consortia shall use 5% of the regional share allocation for basic operations of the CTE Regional Consortia capacity including any fiscal agency costs. 2% of the 5% regional share operational amount will cover the fiscal agency costs (with amounts adjusted to a maximum of \$200,000 and a minimum of \$100,000. This adjustment affects Regions B, D, & G1). The remaining 3% is then leveraged with the Perkins 1b funds, and becomes the total funds available for RC basic operations and key talent expenditures. These amounts are represented in the last column of the chart.

| Region | Region   | Perkins 1B Leadership | Regional Share   | From Regional Share | Fiscal Agent Costs | FA Minimum      | FA Maximum     | Attributable Fiscal Agent Costs* | Regional Share Available for RC Infrastructure | Total Funds for RC |
|--------|--|-----------------------|------------------|---------------------|--------------------|-----------------|----------------|----------------------------------|--|--------------------|
| A      | Northern Inland, Northern Coastal, Greater Sacramento                  | \$ 300,000.00         | \$ 6,970,845.00  | \$ 348,542.25       | \$ 133,426.50      | \$ 100,000.00   | \$200,000.00   | \$ 133,426.50                    | \$ 209,125.35                                  | \$ 578,125.35      |
| B      | SF/San Mateo, East Bay, Silicon Valley, North Bay, Santa Cruz/Monterey | \$ 300,000.00         | \$ 16,678,900.00 | \$ 833,945.00       | \$ 333,578.00      | \$ 100,000.00   | \$200,000.00   | \$ 333,578.00                    | \$ 634,795.00                                  | \$ 1,083,728.00    |
| C      | Central Valley, Motherlode   | \$ 300,000.00         | \$ 7,779,382.00  | \$ 388,969.10       | \$ 155,587.64      | \$ 100,000.00   | \$200,000.00   | \$ 155,587.64                    | \$ 234,380.46                                  | \$ 533,367.86      |
| D      | South Coastal Coast  | \$ 220,000.00         | \$ 4,277,543.00  | \$ 211,377.40       | \$ 84,550.96       | \$ 100,000.00   | \$200,000.00   | \$ 100,000.00                    | \$ 111,377.40                                  | \$ 333,377.40      |
| E      | San Diego & Imperial   | \$ 220,000.00         | \$ 6,604,171.00  | \$ 330,208.55       | \$ 132,083.42      | \$ 100,000.00   | \$200,000.00   | \$ 132,083.42                    | \$ 198,125.13                                  | \$ 428,125.13      |
| F      | Inland Empire & Desert   | \$ 220,000.00         | \$ 7,703,537.00  | \$ 385,177.85       | \$ 154,071.14      | \$ 100,000.00   | \$200,000.00   | \$ 154,071.14                    | \$ 231,106.71                                  | \$ 433,106.71      |
| G1     | Los Angeles  | \$ 220,000.00         | \$ 12,631,147.00 | \$ 631,567.35       | \$ 252,626.94      | \$ 100,000.00   | \$200,000.00   | \$ 252,626.94                    | \$ 379,559.35                                  | \$ 596,559.35      |
| G2     | Orange County  | \$ 220,000.00         | \$ 7,057,450.00  | \$ 352,872.50       | \$ 141,149.00      | \$ 100,000.00   | \$200,000.00   | \$ 141,149.00                    | \$ 211,729.50                                  | \$ 423,729.50      |
|        |  | \$ 2,620,000.00       | \$ 76,002,602.00 | \$ 3,802,002.00     | \$ 1,530,002.00    | \$ 1,000,000.00 | \$2,000,000.00 | \$ 1,530,002.00                  | \$ 2,530,002.00                                | \$ 4,640,002.00    |

\* 2% or a ceiling of \$200,000 and a floor of \$100,000

Chart A

**Budget Development Guidance/Fiscal Agent fees**

As you continue budget development, please consider the following points:

- The total amount taken from the regional share allocation is 5%. Of this amount, the fiscal agency costs shall be capped at 2% (=40% of the 5%) or a maximum of \$200,000 and a minimum of \$100,000 for each region, leaving 3% (=60% of the 5%) to cover regional consortium costs.
- Indirect cannot be taken on any part of the 5% funds. The 2% (with a max of \$200,000 and a min of \$100,000) shall fund the fiscal agent operational costs such as office space, network support, copier use, personnel, etc. The 3% (along with the Perkins 1B allocation) will fund the regional consortium operational costs such as clerical/office staff, travel, meeting facilitation, etc.
- Perkins 1B funds should be used to pay for Key Talent costs, such as the RC salaries. Keep in mind that these funds have a 4% indirect being charged to the each of these grants.
- If 5% of the regional allocation is for fiscal agent and regional consortium costs, and 85% of the regional allocation is for more and better CTE program(s). The remaining 10% covers soft costs associated with Task Force recommendations should not be used to build regional consortium capacity or infrastructure. This percentage should be used for the following:
  - Region-wide outreach to employers with ultimate goal of increasing internships/ hires
  - Region-wide outreach to students/parents about CTE options
  - Additional data-related needs
  - Professional development for curriculum approval

**Date:** February 13, 2017  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Second Reading- College and Career Access Pathways (CCAP) Agreement with Taft Union High School District (TUHSD)

**Background:**

Taft Union High School (TUHS) has previously partnered with West Kern Community College District (WKCCD) Concurrent Enrollment and Articulation opportunities. Recent legislation provides options for strategically restricting enrollment when appropriate and simplifying apportionment concerns. The initial Career Technical Educational pathway will be Welding courses, starting with WELD 1500-Welding Processes and INTC 1000 Career Readiness in Industrial Technology.

**Terms (if applicable):**

Effective upon signature for 1 year


**Expense (if applicable):**

The agreement for dual enrollment with TUHS is a zero cost course for students meeting eligibility. Zero cost for WKCCD.

**Fiscal Impact Including Source of Funds (if applicable):**

Apportionment will be awarded to WKCCD as per CCAP agreement.

**Approved:** \_\_\_\_\_

  
Dr. Debra Daniels, Superintendent/President

**West Kern Community College District Taft Union High School  
District  
Board of Trustees Meeting**

**COLLEGE AND CAREER ACCESS PATHWAYS  
(CCAP) AGREEMENT between WEST KERN COMMUNITY  
COLLEGE DISTRICT (WKCCD) and TAFT UNION HIGH  
SCHOOL DISTRICT (TUHSD)**

**Status:**                      **Action**

**Presented by:**              Mark Williams,  
Vice President, Instruction

**Issue**

New legislation on Dual Enrollment requires College and Career Access Pathways (CCAP) agreements under AB 288 be presented to both the Taft College and TUHS Boards, first as informational items and in the subsequent month as an action item.

**Background**

Taft Union High School (TUHS) has previously partnered with West Kern Community College District (WKCCD) Concurrent Enrollment and Articulation opportunities. Recent legislation provides options for strategically restricting enrollment when appropriate and simplifying apportionment concerns. The initial Career Technical Educational pathway will be Welding courses, starting with WELD 1500-Welding Processes and INTC 1000 Career Readiness in Industrial Technology.

**Recommended Action**

It is recommended that the Board of Trustees for Taft College approve the CCAP agreement with TUHSD.

## **West Kern Community College District / Taft Union High School District College and Career Access Pathways (CCAP) Agreement**

THIS AGREEMENT, made and entered into \_\_\_\_\_ (enter date agreement signed), between the WEST KERN COMMUNITY COLLEGE DISTRICT hereinafter called “WKCCD” and TAFT UNION HIGH SCHOOL DISTRICT, hereinafter called the “TUHSD”; and supersedes all previous contracts and shall be valid for a period not to exceed one year, and supersedes all previous education Agreements. Specific agreement between Taft Union High School (TUHS) and Taft College (TC).

Whereas additional addendums are permits in this document as needed.

### **Taft College and Taft Union High School**

WHEREAS TC and TUHS find it mutually beneficial to operate the courses indicated below within the TUHS boundaries to serve students identified by TUHS each party shall agree to take on the following duties and responsibilities:

1. TC shall be responsible for:
  - a. Providing mutually agreed upon college-level courses at Taft Union High School (TUHS).
    - i. Fall 2017 – WELD 1500
    - ii. Spring 2018 – INTC 1000
  - b. Selecting the faculty member to teach the course(s).
  - c. Evaluating the faculty member teaching the course(s), as per the faculty member’s union master agreement.
  - d. Providing student support services to ensure proper testing, advisement, and enrollment.
  - e. Maintaining liability/property insurance coverage consistent with TC’s existing coverage and limits existing throughout TC.
  - f. Holding TUHS students enrolled in the course(s) accountable to the standards for the policies and procedures of TC.



- g. Providing student performance information to the student and TUHS upon request.
  - h. Collecting and submitting attendance information to TUHS in the form and manner the faculty would collect such data for submission of Full Time Equivalent Student (FTES) information to the California Community College State Chancellor's Office.
  - i. Submitting FTES to California Community College Chancellor's Office as authorized by statute.
2. TUHS shall be responsible for:
- a. Providing an appropriate location and instructional space for the course(s).
  - b. Maintaining liability/property insurance coverage consistent with TUHS's existing coverage and limits existing throughout TUHSD.
  - c. Supplying the faculty with the ability to properly utilize TUHSD's facilities (appropriate keys, copying, and other support which the faculty identifies to ensure student success).
  - d. Holding TUHS students enrolled in the course(s) accountable to the standards for the policies and procedures of TUHSD.
3. Protocols required for College and Career Access Pathways (CCAP) partnerships (California Code of Regulations, Title 5, section 76004 [AB288 – Holden]):
- a. Total number of students to be served: 20
  - b. Total Full-Time Equivalent Students (FTES) expected to be claimed by WKCCD: 4
  - c. Scope & nature of the courses, including applicable programs of study:
    - i. Welding courses applied as required core courses for successful completion of Associate of Science in Welding Technology, a non-transferrable degree,
  - d. Course(s), location, time, capacity

- i. WELD 1500, K Building, 3 unit, TUHS, 1 section, 8/14/2017 - 12/22/2017, capacity 20.
  - ii. INTC 1000, K Building, 3 unit, TUHS, 1 sections, 1/18/2018 - 5/30/2018, capacity 20.
- e. TC will require each high school student to complete the college's Concurrent High School Student Permission Form (special admit form).
- f. A part-time student participating in this CCAP Partnership Agreement may enroll in up to a maximum of 15 units per term if all of the following circumstances are satisfied:
  - i. The units constitute no more than four community college courses per term.
  - ii. The units are part of an academic program that is part of a CCAP partnership agreement.
  - iii. The units are part of an academic program that is designed to award students both a high school diploma and an associate degree or a certificate or credential.
- g. Information sharing: Upon signatory authorization by the high school administrator, parent/guardian, and student this form provides consent for information sharing between TC and the TUHS to include the following: Any and all admissions, registration, and grade information. Form signatories agree to notification of Family Educational Rights of Privacy Act (FERPA) regulations and limitations.
- h. Parental consent: Upon signatory authorization by the high school student's parent/guardian parental consent for registration and enrollment in the designated TC courses is provided.
- i. Ability to benefit: High school students are deemed able to benefit from TC courses as determined by the recommendation of the designated high

school administrator and/or standard TC instituted pre-requisite criteria.

- j. Facilities use: TUHS will provide adequate classroom space at its facilities, or other mutually agreed upon location to conduct the contemplated instruction and will do so without charge to TC or students. TUHS agrees to clean, maintain, and safeguard TUHS's premises. TUHS warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes. Pursuant to the Williams Settlement, the TUHS Board of Trustees will pass a resolution before courses are held which exempts all campuses in the TUHS which will be used for courses under this agreement from the provisions of the Williams Settlement. The exemption from the Williams Settlement may be limited by the resolution to the time immediately before, immediately after and during the time courses are being held under the terms of this agreement.
- k. TUHS certifies that the direct education cost of the courses are not being fully funded through other sources.
- l. TC certifies that it has not received full compensation for the direct education cost for the conduct of the course from other sources.
- m. TUHS agrees and acknowledges that all courses held under the terms of this CCAP Partnership Agreement may be restricted to students of TUHS and Buena Vista.
- n. TUHS agrees and acknowledges that WKCCD will claim apportionment for the students enrolled in courses under this agreement.
- o. TC certifies that no community college instructor teaching a course on a high school campus has been convicted of any sex offense as defined in Section 87010, or any controlled substance offense as defined in Section 87011.
- p. TC certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus.

- q. TC certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus.
- r. TC certifies that the college course(s) noted within this agreement do not reduce access to the same course offered at the partnering community college campus.
- s. TC certifies that the college course(s) noted within this agreement are not over enrolled.
- t. TC certifies that the offering of college course(s) noted within this agreement is consistent with the core mission of the community college pursuant to Section 66010.4 and that pupils participating in a CCAP partnership will not lead to enrollment displacement of otherwise eligible adults in the community college.
- u. TC certifies the community college district complies with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP partnership course offered for high school credit.
- v. TUHS certifies the community college complies with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP partnership course offered for high school credit.
- w. TC will be the employer of record for purposes of assignment monitoring and reporting to the county office of education.
- x. TC will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.
- y. At no cost to TUHS, TC will provide supportive services of staff members who will facilitate coordination and cooperation between TC and TUHS. TC will provide TUHS personnel with reasonable assistance,

direction and instruction in how to fulfill their responsibilities under this agreement, including conducting appropriate student assessments, outreach/recruitment activities and the TC's application procedures.

- z. TC and TUHS will designate a liaison(s) or point of contact. The following person(s) has been designated:

Name: Mark Williams

Title: Vice President of Instruction

Phone: 661-763-7871

E-mail: [mwilliams@taftcollege.edu](mailto:mwilliams@taftcollege.edu)

Name: Tony Cordova

Title: Director, CTE & Workforce Development

Phone: 661-763-7814

E-mail: [acordova@taftcollege.edu](mailto:acordova@taftcollege.edu)

Name: Sandra Mittlesteadt

Title: CTEC Administrator

Phone: 661-763-2390

E-mail: [smittlesteadt@taftunion.org](mailto:smittlesteadt@taftunion.org)

4. WKCCD represents that it is in compliance with Title VI of the Civil Rights Act of 1964 dated and filed May 15, 1979, and Title IX of the Educational Amendments of 1972, [42 U.S.C.A. §2000c-2000c9 and 42 U.S.C.A. §2000d-2000d-7] and adheres to ethical practices, and does not and shall not discriminate as to employees or students on the basis of any protected class, including but not limited to, race, sex, sexual orientation, color, religion, gender, disability, age, or national origin; represent that it is in compliance with Title VI of the Civil Rights Act of 1964 and shall not discriminate as to employees or students.
5. TUHSD represents that it is in compliance with Title VI of the Civil Rights Act of 1964 dated and filed May 15, 1979, and Title IX of the Educational Amendments

of 1972, [42 U.S.C.A. §2000c-2000c9 and 42 U.S.C.A. §2000d-2000d-7] and adheres to ethical practices, and does not and shall not discriminate as to employees or students on the basis of any protected class, including but not limited to, race, sex, sexual orientation, color, religion, gender, disability, age, or national origin; represents that it is in compliance with Title VI of the Civil Rights Act of 1964 and shall not discriminate as to employees or students.

6. WKCCD shall indemnify and hold harmless the TUHSD, its officers, agents, employees and students from all loss, costs, expense, claims or liability connected with the performance of the TC faculty member and staff.
7. TUHSD will indemnify and hold harmless the WKCCD, its officers, agents, employees and students from all loss, costs, expense, claims or liability connected with the performance of its responsibilities under this agreement.
8. This Agreement represents the entire agreement between WKCCD and TUHSD as to its subject matter and no prior oral or written understanding is to be of any force or effect. No part of this Agreement may be modified without the written consent of both parties.

IN WITNESS WHEREOF, said parties to this agreement have executed these presents and hereunto set their hands on the day and year herein first written.

West Kern Community College District WKCCD      Taft Union High School District TUHS

\_\_\_\_\_  
Dr. Debra Daniels  
Superintendent/President

\_\_\_\_\_  
Dr. Blanca Cavazos  
Superintendent

**Date:** February 23, 2017  
**Submitted by:** Mark Williams, Vice President of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Modification to WESTEC Instructional Service Agreement

**Background:**

Taft College and WESTEC agree to modify the current Instructional Services Agreement (ISA) to provide for flexibility and responsiveness, by providing the College the ability to adjust the FTES amount within a range of 300-400 FTES instead of a fixed amount.

Historically the WESTEC target has been adjusted up or down depending on economic circumstance and need. This agreement explicitly recognizes the need for the college to make such adjustments, creates a target range of expected outcomes, and establishes budget planning parameters for both WESTEC and Taft College.

This change will be incorporated into the 2017-18 Instructional Services Agreement.

**Terms (if applicable):**

March 9, 2017 – June 30, 2017

**Expense (if applicable):**

N/A

**Fiscal Impact Including Source of Funds (if applicable):**

Approved:   
Dr. Debra Daniels, Superintendent/President

**AMENDMENT A**

This Amendment is made and entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT (WKCCD) and WESTSIDE ENERGY SERVICES TRAINING AND EDUCATION CENTER (WESTEC). This amendment is entered into pursuant to Education Code Section 78020, et seq., and related to the provision of instruction and other services by WKCCD and WESTEC from March 9, 2017 to June 30, 2016.

**RECITALS**

WKCCD and WESTEC executed a written 2016-17 Contract Education Agreement dated July 14, 2016 which has been subsequently amended in Section 4: Costs and Reimbursements. This amendment allows for the College to adjust the FTES amount within a range of 300-400 depending on circumstance and need.

**WKCCD**

**WESTEC**

BY: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



**Date:** February 14, 2017  
**Submitted by:** Paul Blake, CEED Grant Manager  
**Area Administrator:** Mark Williams, VP of Instruction  
**Subject:** Request for Approval

---

**Board Meeting Date:** March 8, 2017

**Title of Board Item:**

Purchase of Materials Testing System from Instron for Engineering Program

**Background:**

The Taft College Engineering Program needs a material test system to be used in ENGR 1540 Introduction to Programming Concepts and Methodologies for Engineers with Lab. The tabletop model would perform tensile tests on materials such as metal, plastic, and compression applications.

Three quotes were requested for a 50KN capacity material tester with capabilities for tension, compression and flex/three point bending for metal and plastic materials as well as a video capture/projection system and applicable controller, data capture, and data analysis software. The lowest quote from Instron is recommended. The three quotes were as follows:

Instron: \$64,050.00  
MTS: \$64,333.60  
Zwick/Roell: \$70,884.00

**Terms (if applicable):**

N/A

**Expense (if applicable):**

\$64,050.00

**Fiscal Impact Including Source of Funds (if applicable):**

The expense will be paid from the Title V - CEED Grant.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



| <b>INSTRON MODELS</b>   | <b>5969</b> |
|---|-------------|
| <p>Model 5969 Materials Testing system, Capacity 50 kN (5000 kg, 11250 lb)<br/>           Dual column table top electromechanical testing system including:</p> <ul style="list-style-type: none"> <li>- Integrated digital closed-loop control and data acquisition electronics including crosshead extension and load measurement channels</li> <li>- Test control panel with two softkeys, results display, start, stop and return functions, programmable function keys, test status indicators, variable speed jog and specimen protection.</li> <li>- Testing speed range: 0.001 to 600 mm/min (0.00004 in/min to 24 in/min).</li> <li>- Crosshead return speed: 600 mm/min (24 in/min)</li> <li>- Base adapter: Type D female fitting (0.5 in clevis pin).</li> </ul>  | Included    |
| <p>Debris Shield for Table Mounted Testing Machines</p> <p>Consists of a 1000 mm (39.4 in) high polycarbonate panel in an aluminum frame, mounted to the column cover T-slots with hinges. Working height is adjustable.</p>  |             |
| Load Frame Type   | Two Column  |
| Maximum Capacity of Load Frame  | 50 kN       |
| 50 kN Self-identifying Load Cell  | Included    |
| Maximum Data Rate   | 1,000 Hz    |
| Productivity Hardware Control Panel that includes a live display, jog keys, fine positioning wheel, local start stop, and Specimen Protect mounted directly on test frame.  | Included    |
| Heavy Duty Table for Test Frame   | Included    |
| Wedge Action Grips. Capacity: 50 kN with Serrated Faces for Flat Specimens and Vee Faces for Cylindrical Specimens  | Included    |
| Strain Channel for Controller   | Included    |
| Strain Gauge Extensometer, 1 in gauge length, +100%, -10% maximum strain.   | Included    |
| Flexure Fixture, 3-Point Bend, Capacity: 5 kN (1000 lb, 500 kg). ASTM D790<br>Maximum Span: 194 mm (7.64 in).<br>Minimum Span (4 mm anvil): 4 mm (0.16 in)<br>Minimum Span (10 mm anvil): 10 mm (0.39 in)<br>Temperature Range: -100 °C to +350 °C  | Included    |
| (2) 2" Diameter Compression Platens   | Included    |
| Bluehill Universal Testing Software<br>Bluehill Universal is Instron's premier materials and components testing software package meeting the needs of a wide variety of applications including plastics, composites, metals, elastomers, biomedical, adhesives, textiles, components and others. Each application module provides the capability for tension, compression, flexure, stress-relaxation, creep, peel, tear and friction testing and test control based off of displacement, force, or strain. Also included is Instron's complete calculation library with hundreds of different calculations such as modulus and ultimate tensile strength, as well as user-defined calculations. Bluehill's one-of-a-kind report generator allows users to create customized report templates that can be linked with test methods and used to export test results via email or save as HTML, Word or PDF. Raw data and result export files are completely customizable for enhanced compatibility with Laboratory Information Management Systems. Options for advanced test control, such as block loading, and data analysis, such as web camera recording, are also available. | Included    |
| Bluehill Test Profiler (Cyclic) Software<br>This software allows for set up of a sequence of test blocks including ramps, holds, and cyclic loading. Calculated results can be block specific. Results and raw data can be automatically transferred into .cave format.   | Included    |



|  |                 |
|--|-----------------|
| Operator Dashboard<br>Operator Dashboard Includes:<br>- 21.5" Flat screen, industrial touch monitor with integrated controller.<br>- 1 Ethernet port and wireless network adapter.<br>- Full support for Bluehill Universal Materials Testing software                 | Included        |
| Operator Dashboard arm mounting<br>Features include:<br>Height adjustable along column T-slot<br>Rotation and tilt towards/away from operator<br>Portrait/landscape orientation  | Included        |
| Video Playback Software Module with Logitech HD Webcam and Flexible Mount.   | Included        |
| One day of on-site hardware installation and eight hours of training.  | Included        |
| Post Installation Sales Engineer Visit. 2-3 weeks after installation and training, Sales Engineer will visit is to ensure 100% satisfaction with purchased test equipment. If requested, a further ½ day review of software and operation of test machine is included. | Included        |
| <b>University Price</b>  | <b>\$63,350</b> |
| Shipping Estimate  | \$700           |

5969 with Table and Touch Panel Dashboard





#### SHIPMENT

6 Weeks from receipt of order, subject to prior orders.

#### PAYMENT TERMS

Net 30 days from Invoice Date, subject to credit approval.

#### DELIVERY TERMS

Please choose best option upon placing your order:

Ex-Works (Collect, FOB Origin - title passes to buyer when goods leave the seller's dock) - please provide your collect account information.

OR

FOB Origin (title passes to buyer when goods leave the seller's dock), Instron to prepay and add shipping charges to invoice

#### TAX STATUS

If exempt, or partially exempt from taxes, please provide your tax exemption certificate with your purchase order.

Please Note: If any of the above fields are left blank on your purchase order, Instron reserves the right to default to the above preferred terms, and to ship FOB Origin via the most economical way and to add shipping charges to your invoice.

\*\*\* PRICES FIRM FOR 60 DAYS \*\*\*

WARRANTY: All Instron testing instruments are warranted against defects in material and workmanship for a period of one (1) year from the date of delivery, unless mutually agreed otherwise in the purchase documents. All equipment purchased from Instron but not installed by Instron Service Personnel or Instron authorized representative shall be warranted against defects in material and workmanship for a period of one (1) year from the date of delivery.

INSTRON HEREBY REJECTS ANY ADDITIONAL OR DIFFERENT TERMS OR CONDITIONS PROPOSED BY BUYER, WHETHER OR NOT CONTAINED IN ANY OF BUYER'S BUSINESS FORMS OR IN BUYER'S WEBSITE, AND SUCH ADDITIONAL OR DIFFERENT TERMS AND CONDITIONS SHALL BE VOID AND SHALL HAVE NO EFFECT UNLESS SPECIFICALLY AGREED TO IN WRITING BY INSTRON.

All Purchase Orders may be mailed to:  
Instron, a division of ITW, Inc.  
825 University Avenue  
Norwood, MA 02062-2643

Or e-mailed to: [info@instron.com](mailto:info@instron.com)

Or e-fax: (781) 634-0521, ATTN: Order Admin.

We accept Visa, MasterCard, and American Express

Prices above are for U.S. destination. Warranty and service commitments only apply to instrumentation installed in the U.S.



# Quotation

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## MTS Criterion C43.504 (50kN) Electromechanical Universal Test System

**Prepared For:**

**Paul Blake  
TAFT COLLEGE  
12701 Moss Landing Dr  
BAKERSFIELD, CA 93311**

Phone: 661-763-3000

Email: [pblake@taftcollege.edu](mailto:pblake@taftcollege.edu)

|                                      |   |
|--------------------------------------|---|
| Quotation Number:                    | 2017-45826 TAFT COLLEGE - Criterion C43.504 |
| Inquiry Number:                      | Verbal/Email                                |
| Quotation Date:                      | February 6, 2017                            |
| Quotation is valid for:              | 60 Days                                     |
| Currency:                            | US Dollar                                   |
| Estimated Shipment Schedule:         | 55 Days (ARO)                               |
| Estimated Delivery to Customer Site: | 60 Days (ARO)                               |
| Billing Plan:                        | 100% on Shipment                            |
| Payment Terms:                       | Net 30                                      |
| Shipment Terms:                      | FOB Destination - Bakersfield, CA           |
| Freight:                             | Prepaid and Charge                          |
| Equipment Packed For:                | Ground/Air Freight                          |
| Mode of Transport:                   | Ground Transport                            |

**Prepared By :**

Karl Talonen

---

Phone: (951) 603-3124

**Address Order To :**

Karl Talonen  
MTS Systems Corporation  
26 Vista Toscana  
Lake Elsinore CA 92532

Fax: (952) 937-4515

Email: [karl.talonen@mts.com](mailto:karl.talonen@mts.com)

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# Quotation

Quotation Number: 2017-45826 TAFT COLLEGE - Criterion C43.504  
Estimated Shipment Schedule: 55 Days (ARO)  
Billing Plan: 100% on Shipment  
Payment Terms: Net 30  
Shipment Terms: FOB Destination

## Summary:

| Description   | Net Price              |
|---|------------------------|
| 1.0 - Quantity 1 x MTS Criterion® Series 40 Electromechanical Universal Test System | \$75,216.00            |
| Bottom Line Educational Discount  | -\$11,282.40           |
| <b>Total Price</b>  | <b>USD \$63,933.60</b> |

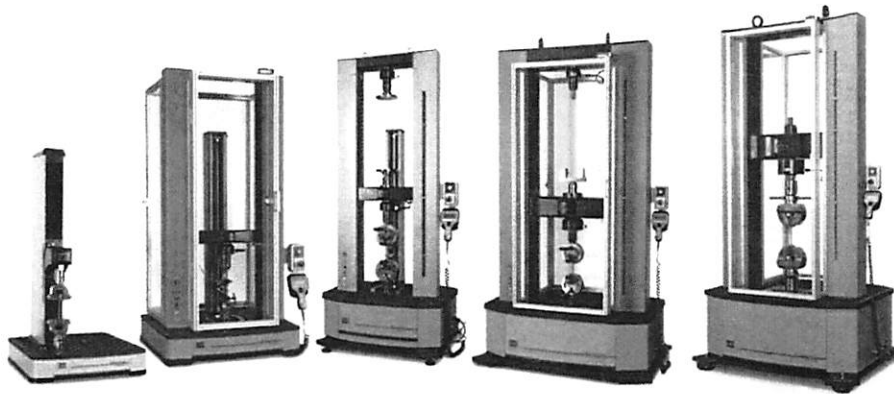


# Quotation

## Description

### 1.0 - Quantity 1 x MTS Criterion® Series 40 Electromechanical Universal Test System

The MTS Criterion Series 40 Electromechanical Universal Test System meets a full spectrum of low- to medium-force monotonic testing requirements on specimens ranging from thin film plastics to composites and alloys in tension, compression, and flexure testing.



Photos are for reference only, not to scale.

- High-speed low-vibration MTS electromechanical drives
- World-class maintenance-free AC servomotor and amp
- Precision pre-loaded ball screws
- Non-clutched drives rated for full speed at maximum force
- Optional test area enclosure features latched and hinged door with a switch for workstation with a control switch
- Load Cell with TEDS ID, designed for load measurement in tension or compression, overload protection
- High resolution MTS digital controller delivers high speed, closed loop control and data acquisition
- MTS TestSuite TW software is an integrated solution to design, run, analyze and report on tests

#### ----- Power Configuration -----

- Customer Site Power Voltage : 200 - 230 V (AC), 50/60 Hz, Single Phase

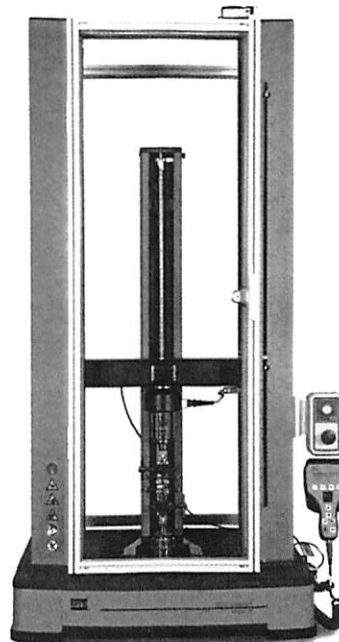




# Quotation

| Line | Description                  | Quantity |
|------|------------------------------|----------|
| 1.1  | MTS Model C43.504 Load Frame | 1        |

The stiff load frame design produces reliable, stable, and accurate load, strain and modulus values. Precision linear motion guides ensure superior alignment. The thick crosshead and base design minimizes load frame stored energy for better data.



Photos are for reference only, not to scale.

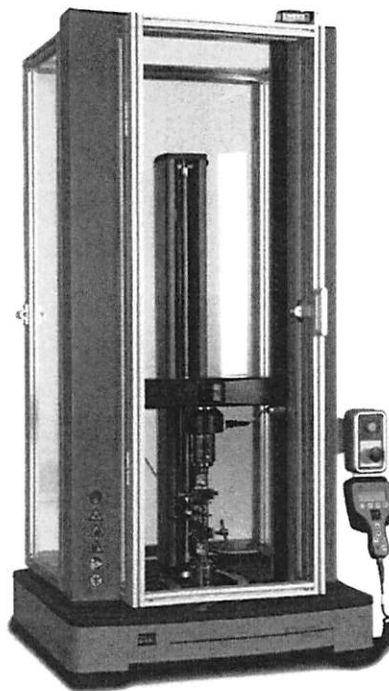
- Force Capacity: 50 kN (11 kip)
- Max Speed: 750 mm/min (30 in/min)
- Tabletop configuration
- Vertical Test Space: 1200 mm (47.2 in)
- Voltage: 200 - 230 V AC
- Distance Between Columns: 420 mm (16.5 in)
- Integrated Control Pod
- Photo shows optional test area enclosure
- PN: 100230704



# Quotation

| Line | Description  | Quantity |
|------|--|----------|
| 1.2  | MTS Model C43.304/504 Test Area Enclosure with Speed Reduction | 1        |

Full-featured test area enclosure helps ensure operator well-being and full compliance with the latest international safety directives.



Photos are for reference only, not to scale.

- Latched and hinged door
- Switch for workstation speed reduction
- Maximum Speed with Open Door: 540 mm/min (21.3 in/min)
- Aluminum extrusion framing and clear door and sides
- PN: 100231562



# Quotation

| Line | Description                 | Quantity |
|------|-----------------------------|----------|
| 1.3  | MTS Model LPS.504 Load Cell | 1        |

Highly accurate MTS load cells offer high stiffness and stability with low non-linearity. They provide overload and side load protection with shunt resistors to facilitate regular verification of accuracy using calibration routines featured in MTS software.



Photos are for reference only, not to scale.

- Force Capacity: 50 kN (11 kip)
- Low Profile Design
- TEDS self-identification capabilities
- Load Cell Mounting Thread: M27 x 2 mm
- 13-pin JT Connector
- PN: 57481701

| Line | Description   | Quantity |
|------|---|----------|
| 1.4  | Attachment Kit; D Clevis (1 1/4) female to M27x2.0 Load Cell, CRN | 1        |

- PN: 100243190



# Quotation

| Line | Description   | Quantity |
|------|---|----------|
| 1.5  | MTS Computer-WIN7, 64 bit, 8GB RAM, 2x500GB hard drive, Desktop | 1        |

The MTS system PC is an integral part of the real-time test control system and is extensively configured and tested to assure seamless integration with test system hardware and software. The PC hosts the control software and associated applications, and is optimized to provide a fast, stable, real-time interface to the digital control system. The hardware and software components on these PCs are curated by the same engineering groups that designed the controller, leveraging MTS's unique application expertise. MTS recommends these computers be used solely for test system-related activities, to maximize available processing power and ensure long-term software stability for years of reliable operation.

- Computer specifications subject to change
- Includes Microsoft Excel
- MTS-Supplied computers comply with the following certifications:
- Argentina IRAM & UL, Australia C-tick, Canada UL
- China CCC, EU CE & WEEE, Japan VCCI
- Korea KCC, Singapore Safety, Taiwan BSMI Safety, United States FCC & UL
- PN: 100325044
- Computer Power Cord North America 100 - 120 V (AC) (NEMA 5-15)

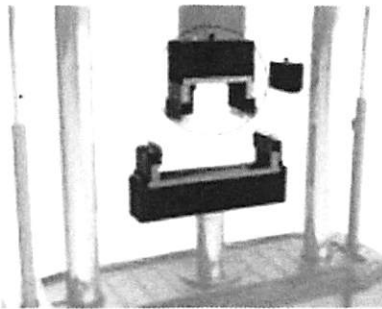
| Line | Description                    | Quantity |
|------|--------------------------------|----------|
| 1.6  | MTS Supplied Monitor - 23" LCD | 1        |
|      | • PN: 100330544                |          |



# Quotation

| Line | Description   | Quantity |
|------|---|----------|
| 1.7  | MTS Three & Four-Point Bend Fixtures; Model 642.10B-02; 300 kN (67 kip) | 1        |

Designed to meet a variety of testing requirements, these fixtures have adjustable spans with easy-to-use, permanently attached scales for equal positioning of the rollers. Flexible configurations provide either a region of constant stress or a line of maximum stress.



Photos are for reference only, not to scale.

- Static Force: 300 kN (67 kip)
- Dynamic Force: 100 kN (22 kip)
- Lower Fixture Span: 38 - 305 mm (1.5 - 12.0 in)
- Upper Fixture Span: 53 - 152 mm (2.08 - 6.0 in)
- Temperature Range: -129°C to 177°C (-200°F to 350°F)
- Mounting: D Clevis
- PN: 100024686



# Quotation

| Line | Description  | Quantity |
|------|--|----------|
| 1.8  | MTS Compression Platens; Model 643.06A-03/04; 275 MPa (40 ksi) | 1        |

Platens made from case-hardened alloy steel with hard chrome plating feature a smooth face with etched concentric rings, enabling the specimen to be centered visually for better test results.



Photos are for reference only, not to scale.

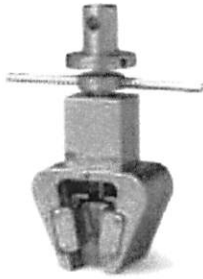
- Dynamic Rating: 275 MPa (40 ksi)
- Static Rating: 689 MPa (100 ksi)
- Diameter: 60 mm (2.4 in)
- Configuration: Two Fixed Platens
- Temperature Rating: -129°C to 177°C (-200°F to 350°F)
- Mounting: D Clevis
- PN: 100024675



# Quotation

| Line | Description  | Quantity |
|------|--|----------|
| 1.9  | MTS Advantage™ Wedge Grips; Model AWG504; 50 kN (11 kip) | 1        |

Part of the MTS Advantage Accessory family. These are versatile, high-performing grips and fixtures for testing of plastics, textiles, rubber, wire, rope and more.



Photos are for reference only, not to scale.

- Static Force: 50 kN (11 kip)
- Actuation Type: Manual
- Temperature Rating: -130°C to 315°C (-200°F to 600°F)
- Mounting: D Clevis
- PN: 54951001

| Line | Description  | Quantity |
|------|--|----------|
| 1.10 | Spanner Wrench; Adjustable, 0.25 in Pin, 2-4.75 in | 2        |



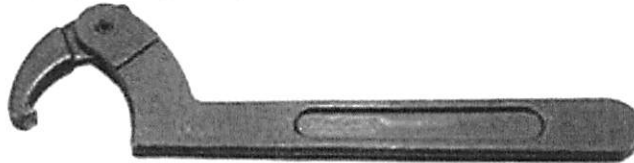
Photos are for reference only, not to scale.

- PN: 10099301



# Quotation

| Line | Description                                 | Quantity |
|------|---|----------|
| 1.11 | Spanner Wrench; Adjustable, Hook, 1.25-3 in | 2        |



Photos are for reference only, not to scale.

- PN: 100099742

| Line | Description                          | Quantity |
|------|--------------------------------------|----------|
| 1.12 | MTS Model 642.10 Bend Fixture Roller | 4        |

Precisely machined, corrosion-resistant hardened stainless steel rollers ensure test result accuracy by reducing undesirable loading and frictional forces on the specimen.



Photos are for reference only, not to scale.

- Roller Diameter: 0.50 in
- PN: 49578504

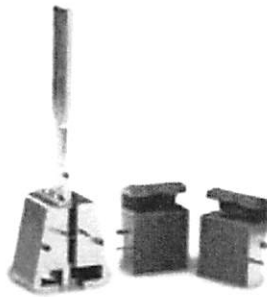




# Quotation

| Line | Description  | Quantity |
|------|--|----------|
| 1.13 | MTS Advantage™ Grip Wedges; Flat, Serrated Steel, 50 kN (11 kip) | 1        |

Part of the MTS Advantage Accessory family. These are versatile, high-performing wedges that securely grip the specimen's shank, holding the specimen in the same position test after test for consistent and repeatable results.



Photos are for reference only, not to scale.

- Static Force: 50 kN (11 kip)
- Each set includes 4 wedges
- Compatible Grip Models: Advantage Wedge 10 kN, 30 kN, 50 kN Grips
- Temperature Range: -130°C to 315°C (-200°F to 600°F)
- Wedge Type: Flat
- Wedge Surface: Serrated Steel 16/in
- Specimen Range: 0 - 7.9 mm (0 - 0.312 in)
- Face size (h x w): 50 x 25 mm (2 x 1 in)
- PN: 53140801



# Quotation

| Line | Description                                       | Quantity |
|------|---|----------|
| 1.14 | Model 634.12E-54 Axial Extensometer; US Customary | 1        |

This axial extensometer is ideal for a variety of applications. They include knife edges and patented quick attachment fixtures for both flat and round specimens, as well as the standard elastic attachment kit.



Photos are for reference only, not to scale.

- Gage Length: 1.000 in
- Travel: +0.500 in
- Temperature Range: -120°F to +250°F
- Strain Range: +50%
- PN: 51191505

| Line | Description                                       | Quantity |
|------|---|----------|
| 1.15 | Cable, TEDS Adapter to Extensometer, PT Connector | 1        |

- Compatible with 494 controller (FT40/60/100/200) and extensometer (634.12 or 634.25)
- Compatible with Criterion controller when paired with system cable for TEDS
- Length: 1.5 m (5 ft)
- PN: 57272608

| Line | Description                             | Quantity |
|------|---|----------|
| 1.16 | Cable Assembly; RJ50 to JT, 3 m (10 ft) | 1        |

- PN: 57241401



# Quotation

| Line | Description                           | Quantity |
|------|---------------------------------------|----------|
| 1.17 | MTS TestSuite™ TW Elite Software - EM | 1        |

MTS TestSuite™ TW Elite Software provides the ability to design, run, analyze and report on monotonic and cyclic tests. The easy-to-use interface and powerful test creation capabilities reduce test creation time and streamline test execution.



Photos are for reference only, not to scale.

- Includes pre-defined templates for tension, compression, bend and peel testing
- Graphical drag-and-drop test flow design
- Test template creation
- Data acquisition (timed, P/V, level crossing, cyclic/logarithmic)
- Sine, square, triangle, ramp, hold and custom waveform activities
- Parallel branches for test execution and logical operators (if/then, while)
- Limit sensing, sequencing triggers and interface to digital I/O
- Data export to ASCII
- Report generation during test and post test
- PC Configuration: 8 Gb RAM and Windows 7 64-bit recommended.
- PC not included in this line item
- Recommended Software: MTS TestSuite Reporter for creating and editing report templates, Microsoft Excel 2003 or newer to view reports.
- PN: 100243332



# Quotation

| Line | Description  | Quantity |
|------|--|----------|
| 1.18 | MTS TestSuite™ Strain 1 Option   | 1        |
|      | <ul style="list-style-type: none"><li>Provides the ability to collect data from one hardware channel for extensometers, load cells or high-level signals</li><li>Required Software (not included in this line item): MTS TestSuite TW Elite, TW Essential or TW Express for test execution</li><li>PN: 100243334</li></ul> |          |

| Line | Description   | Quantity |
|------|---|----------|
| 1.19 | MTS TestSuite TW Advanced Rate Control  | 1        |
|      | <ul style="list-style-type: none"><li>Provides ability to test in load, strain or stress control</li><li>Enables closed loop control on any available data channel</li><li>Multichannel software or hardware may be required for some applications</li><li>Note that a test designed under a license supporting this feature will not run on a system that is not licensed for this feature</li><li>Required Software (not included in this line item): MTS TestSuite TW Elite, TW Essential or TW Express for test execution</li><li>PN: 100243333</li></ul> |          |

| Line | Description  | Quantity |
|------|--|----------|
| 1.20 | MTS TestSuite™ Video Capture Key   | 1        |
|      | <p>Allows an inexpensive webcam video feed to be integrated into a TestSuite test. Features include:</p> <ul style="list-style-type: none"><li>Integrate video into the tests runtime monitoring display so operators and engineers can view both engineering data and live video</li><li>Capture throughout the test or just capture specific parts of the test</li><li>Capture video or stills</li><li>Captured video and still frames associated with the test.</li><li>Individual stills may incorporated into custom reports</li><li>Video may be integrated into TWE's post-test monitor page allowing the user to view synched video and data</li><li>Use with a video camera that has hardware compression (such as a Logitech C920 Pro)</li><li>PN: 100312822</li></ul> |          |



# Quotation

| Line | Description                    | Quantity |
|------|--------------------------------|----------|
| 1.21 | MTS TestSuite™ Reporter Add-In | 1        |

For easy report design and generation, the Reporter Add-In for use with Microsoft® Excel® allows you to organize your raw data and create impressive reports with little time investment or manual intervention.

- Generates reports from existing MTS TestSuite test data
- Creates test reports that require no post-processing
- Supports text, charts and calculations
- Required Software (not included in this line item): MTS TestSuite MP Elite, MP Express, TW Elite, TW Essential or TW Express for test execution and automated report generation, Microsoft Excel 2003 or newer to view reports
- In the event that the customer needs to re-install MS Excel or MS Office, the customer must supply their own version
- PN: 100205364

----- **Commercial Software** -----

- Item MS Excel Included with MTS Supplied Computer

| Line | Description   | Quantity |
|------|---|----------|
| 1.22 | Materials Science Academic Offer Curriculum and Simulation Software | 1        |

The MTS Materials Science Academic Offer includes a Materials Science curriculum. The undergraduate-level curriculum includes lesson plans, homework, and lab assignments for three key subject areas relating materials science and mechanical testing. These subjects include Tension, High Cycle Fatigue, and Fracture Toughness, and promote the integration of lab and classroom activities to help improve learning outcomes. (Note: the lab portion of the High Cycle Fatigue lesson requires a dynamic test system.)

This MTS Materials Science Academic Offer also includes TestSuite™ simulation software. Your purchase includes twenty (20) copies of simulation software to be used offline by your students in a computer laboratory environment. This offline software capability, designed to replicate the system software that operates your universal test system, delivers student engagement and teaching efficiency in many ways. Students will be able to simulate materials tests offline to instill learning and develop expectations of actual test results, design tests offline before transferring those test profiles to the online software, run simulations and get test results for materials that are not available in the lab, and much more. In addition, your simulation software will be kept current to whatever level you chose to maintain your system software.



# Quotation

| Line | Description        | Quantity |
|------|--------------------|----------|
| 1.23 | Onsite Calibration | 1        |

-----Configuration Details-----

- Speed and Displacement Calibration, Electromechanical Frames
- Axial Force Calibration, 0 to 100 kN
- Axial Extensometer Onsite Calibration at Time of Installation
- Calibration Standards Fee

| Line | Description                    | Quantity |
|------|--------------------------------|----------|
| 1.24 | Onsite Install & Commissioning | 1        |

-----Configuration Details-----

- Onsite Installation of MTS Criterion 43 Test System
- Onsite Installation of Electromechanical Accessory (4)

| Line | Description                    | Quantity |
|------|--------------------------------|----------|
| 1.25 | Onsite Basic Operator Training | 1        |

-----Configuration Details-----

- Basic Operator Training for MTS Criterion 43 Test System
- Basic Operator Training for Electromechanical Accessory (2)

| Line | Description      | Quantity |
|------|------------------|----------|
| 1.26 | Factory Training | 1        |

MTS recommends scheduling Factory Training classes one to two months after your installation is completed. To register for a class, please go to [www.mts.com](http://www.mts.com) under Services & Support to find the list of classes and scheduled dates. Click on the [register] button and reference the MTS quote number in the payment section.

-----Configuration Details-----

- MTS TestSuite TW Software Training



# Quotation

| Line | Description    | Quantity |
|------|----------------|----------|
| 1.27 | Travel Expense | 1        |

-----Configuration Details-----

- Installation Travel Expense - First Day
- Installation Travel Expense - Additional Days (2)

| Total Price |
|-------------|
|-------------|

|                      |                        |
|----------------------|------------------------|
| Bottom Line Discount | -\$11,282.40           |
| <b>Final Price</b>   | <b>USD \$63,933.60</b> |



## Supplemental Information

### MTS General Terms And Conditions

The parties expressly agree that the purchase and use of material and/or services from MTS are subject to MTS' General Terms and Conditions, in effect as of the date of this document, which are located at <http://www.mts.com/en/about/terms/> and are incorporated by reference into this proposal and any ensuing contract. Printed terms and conditions can be provided upon request by emailing [info@mts.com](mailto:info@mts.com).

### Qualifications for Order Fulfillment

After MTS and customer agree to final terms of a contract, MTS may submit changes to the customer due to customer actions or inaction, including changes to the scope of work, technical requirements, and/or schedule.

Information required by the customer for the project execution needs to be supplied at a timely manner. In cases where this information is not available, a change request to extend the schedule will be based on the date the information was received.

### MTS Limited Warranty

#### MTS Product Limited Warranty

Unless otherwise expressly agreed to in writing by MTS, MTS warrants Products of its manufacture to be free from defects in materials and workmanship for a period a twelve (12) months from date of shipment by MTS; or if MTS is responsible for installation, for a period of twelve (12) months from customer acceptance, but not to exceed eighteen (18) from date of shipment by MTS. Products are warranted only to the extent used under normal conditions that are equivalent to those as tested by MTS. MTS shall, at its option, repair or replace free of charge within the warranty period any Product supplied by MTS which proves to be defective in workmanship or materials. Consumables and normal wear and tear are not covered under warranty. MTS reserves the right to reject those claims for warranty where it is reasonably determined that failure is caused by Customer- or third party made-modifications, improper maintenance, misuse, misapplication, improper or incomplete qualification, abuse of the Product, damage due to factors which are beyond the control of MTS, damage caused by connections, interfacing or use in unforeseen or unintended environment. These conditions will render warranties null and void.

#### Services Warranty

**Services are warranted to be in a workmanlike manner for a period of ninety (90) days after performance. MTS' entire liability and Customer's exclusive remedy, whether in contract, tort or otherwise for any claim related to or arising out of the breach of warranty covering Services will be re-performance or credit, at MTS' option.**

#### WARRANTY LIMITATION

THE MTS LIMITED WARRANTIES IN THE AGREEMENT ARE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, AND WHETHER STATUTORY OR OTHERWISE, INCLUDING ANY IMPLIED WARRANTY OF INFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND NO WARRANTIES ARE EXPRESSED OR IMPLIED WHICH EXTEND BEYOND THE DESCRIPTION OF THE FACE HEREOF.

### Commissioning





# Quotation

Following installation by an MTS technician or authorized service representative, there will be a demonstration of the functional performance of the purchased system or products to verify proper installation. This demonstration constitutes final acceptance and prompts final payment to MTS.

Specific testing with customer supplied specimens, test fixturing, or running tests to demonstrate a specific set of performance criteria is not included within the scope of this offering unless specifically included and defined herein.

Delivery of product or products as defined by Incoterms 2010 constitutes acceptance when a MTS or an authorized service representative is not involved in installation.

## Customer Responsibilities

### Facility Requirements

Certain site preparations may be required to insure a successful and timely installation of your new equipment. Please review our Site Prep Guides to verify what specific preparations are required for your new equipment. Our Site Prep Guides can be found on our website at: <http://www.mts.com/en/services/Manuals/index.htm>. The customer should perform a detailed review of the machine specifications to assure that the facility where the machine will be installed has an appropriate sized dock to accommodate the dimensions of the MTS system being purchased. The path that the system will take to its final destination should be measured to verify that the entry into the building, any doorways, elevators, or stairways that the machine must travel through, will accommodate the dimensions of the purchased MTS system. The customer should have appropriate moving equipment available to position the machine. Please pay close attention to the fork-lift handling instructions that accompany the shipment.

### Equipment & Personnel

The customer will provide suitable equipment and personnel to unload and set in place all items in this quote, prior to the arrival of the MTS installation engineer. It is the customer's responsibility to ensure the system is handled and manipulated per the packing instructions. The customer may need an overhead crane or other lifting device for use in the installation and assembly of system components, as well as the routine setup of test system fixturing.

### Power

Electrical power for MTS supplied equipment will be provided by the customer. All wiring from power supply to the MTS equipment is customer supplied. This electrical supply should be free from power transients caused by other equipment on the circuit. This includes appropriate electrical power for the hydraulic power supply (HPS) as well as a fused disconnect when an HPS is purchased. The desired HPS voltage must be specified at the time of the order.

### Water

If a hydraulic power supply with a water-to-oil heat exchanger or water-cooled accessories is purchased, a cooling water supply and drain of sufficient capacity is required. The cooling water lines shall be provided and connected by the customer.

### Environment

Environmental requirements are indicated in the associated product literature. If purchased, the hydraulic power supply will require a room with adequate ventilation to ensure the maximum temperature for the room does not exceed 104 degree F (40 degree C). The electronic components and computer equipment should be located in a suitable environment with respect to temperature, humidity, and dust.

### Specimens



# Quotation

For installation, demonstration, and training, suitable specimens and other materials may be required. (Note: MTS supplies a specimen for this purpose with Acumen systems). For other systems, the customer is responsible to supply specimens and materials.

## **Taxes, Duties, & Fees**

Customer is responsible for any necessary national or local sales taxes, import duties or customs fees.

## **Disposal of Dunnage**

Customer is responsible for the disposal of all packaging items, empty containers, and other items resulting from the installation of MTS equipment.

## **Inspection Charges**

Charges for inspection by an independent agency, if required by the customer, will be paid by the customer.

## **Documentation**

### **Standard Products and Standard Systems**

Manuals for standard products and standard systems are available from the MTS web site. You will also find software reference information (in English only) to support the Operators Guides provided with our standard MTS Landmark, MTS Acumen, MTS TestLine, and MTS Criterion systems. Refer to the Manuals tab at <http://www.mts.com/en/services/index.htm>.

### **Custom and Engineered to Order Systems**

For engineered-to-order and custom systems, MTS provides operation and maintenance information on one CD or DVD. In some cases, the CD/DVD will include assembly level drawings and parts lists to aid our trained Field Service Engineers in installing, maintaining, and servicing the equipment.

### **Software**

MTS controller software provides electronic documentation accessible from the application or, in some cases, from the Start menu. Software documentation includes basic user interface, operation, and test design information. Additional software reference documentation for the entire feature set of the controller software can be found on the MTS web site in English only. Refer to the Manuals tab at <http://www.mts.com/en/services/index.htm>.

### **Language**

For European Community – MTS will provide language translated operation manuals. Specify the required language when placing the Purchase Order.

For all other countries – MTS provides documentation in English. Translation into major languages is available for many standard products and system level documentation. Contact MTS Systems for availability and price.

## **Test Area Enclosure Information involving MTS load frames**

MTS load frames are used for testing materials and components and can perform tension, compression, fatigue and fracture mechanics tests. The testing materials and components (test specimens) are supplied by customers or end users.

Customers or end users must evaluate risks due to ejected parts or materials from the test specimens. MTS recommends that the load frame be equipped with an integral Test Area Enclosure that provides protection against hazards and containment of ejected non-projectile specimen material. The Test Area



# Quotation

Enclosure also enhances the security and integrity of tests by providing a barrier to unintended specimen contact by operators and observers in addition to protecting personnel from hazards generated by moving parts.

Because of the wide range of applications which MTS Products are used, and over which MTS has no control, additional protective devices may be necessary. It is MTS' strong recommendation that the customer or end user carry out their own product safety risk assessments to determine if additional safety devices such as protective shielding, warning signs, and/or methods of restricting access to the product are required.

MTS offers a Test Area Enclosure for each type of load frame. The customer may elect to not have MTS supply the Test Area Enclosure.

When customers decline the MTS Test Area Enclosure, it is then the responsibility of the customer or systems integrator to safeguard the personnel in the work area against ejected parts or materials from test specimens and to control access to the machinery.

### **U.S. Government Note**

**Prior to placing an order, you must first notify MTS if this order is: (A) for ultimate end-use by the U.S. Government or (B) being paid for with U.S. Government funding.**

### Technical Quote for 50kN ProLine

| Qty. | PO no. | Description |
|------|--------|-------------|
|------|--------|-------------|

#### Load Frames

|    |         |   |
|----|---------|---|
| 1x | 059021  | Z050 TN ProLine materials testing machine <ul style="list-style-type: none"><li>- Nominal force 50 kN</li><li>- Test area (W x H) 440 x 1370 mm</li><li>- High test-speed (0.0005 ... 600 mm/min) right up to nominal force</li><li>- Innovative testControl II electronics</li><li>- 6 slots, 2 module bus slots and the PCIe slot activated as standard</li><li>- High-quality DCSC measurement module included in delivery as standard (occupies one activated module bus slot)</li><li>- Innovative EtherCat interface for connecting extensometers</li><li>- Precise column guidance</li><li>- Maintenance-free AC drive motor</li></ul> |
| 1x | 1020361 | Series transformer 120 V <ul style="list-style-type: none"><li>- For 1 Phase mains connection</li><li>- For ProLine and cLine in countries with mains connection to 120 V, 50/60 Hz (e.g. USA, Canada)</li><li>- Output power 1,3 kVA</li><li>- For lowering the residual current and for impedance bridging</li></ul>  |

#### Load Cells

|    |        |   |
|----|--------|---|
| 1x | 019248 | Xforce P load cell, capacity 50 kN <ul style="list-style-type: none"><li>- Xforce type P (Precision)</li><li>- Mounting stud diameter 36 mm</li><li>- Accuracy class 1 according to ISO 7500-1 from 200 N, accuracy class 0.5 from 1000 N on</li><li>- Including calibration certificate on the basis of ISO 7500-1</li><li>- For ProLine testing machine</li></ul> |
|----|--------|---|

### Grips

- 1x 1006757 Body over wedge grip, Type 8404, Fmax 50 kN
- Excellent alignment of specimen to tensile axis (symmetrical design)
  - Constant grip-to-grip separation even with high pre-load forces (applied via screw drive)
  - Self clamping via wedge action
  - Opening width max. 22 mm
  - Connecting diameter 36mm
  - Weight 11 kg
  - Temperature range -70...+250°C
  - Scope of supply: 1 pair
- 1x 086971 Jaw inserts, steel, with centering stop
- Fish scale 0.75 mm
  - Specimen thickness 0.0...6.5 mm
  - Height x Width = 60 x 35 mm
  - Temperature range -70...+250°C
  - Scope of supply: 1 set = 4 pieces

### Extensometer

- 1x 088458 Package: strain-gage clip-on extensometer and DCSC module
- Single-sided strain-gage measuring system
  - Accuracy Class 0.5 to EN ISO 9513
  - First calibration point at 20 µm
  - Initial gage-length 25 mm
  - Measurement travel for tensile tests 2.5 mm
  - Measurement travel for compression tests 2.5 mm
  - Resolution 0.005 µm for 2.5 mm measurement travel
  - Temperature range +10...+35 °C
  - Round specimens up to 15 mm diameter
  - Flat specimens up to 15mm thick, width 20mm
  - Overall height 40 mm
  - Miniaturized, lightweight construction for easy handling, even of specimens with small parallel length
  - Various clamps allow use with different specimen thicknesses and widths
  - Accurate adjustment of initial gage-length using adjustment

- gauge included in delivery
- Including DCSC module

### Software

- |    |         |  |
|----|---------|--|
| 1x | 1035154 | testXpert III basic program, English <ul style="list-style-type: none"><li>- Tensile and compression tests for determination of the maximum force and extension</li><li>- Manual test: Target position and speed are changeable during the test</li><li>- Statistical evaluation of test results and tolerance monitoring</li><li>- User management</li><li>- Force/strain control with the testing machine</li><li>- Correction of the machine deformation (Correction curve)</li><li>- Connection of instruments for specimen dimensions measurement</li></ul> |
| 1x | 1035626 | testXpert III All-In-Suite Education Package <ul style="list-style-type: none"><li>- Includes all the data of delivery available Standard Test Programs, Master Test Programs and the Grafical Sequence Editor as well as all options which do not require additional hardware or additional commercial product (e.g. no accessories for the hardware synchronization of the Video Capturing).</li></ul>   |
| 1x | 1035523 | Academia discount for testXpert III All-In-Suite   |

### Documentation

- |    |        |   |
|----|--------|---|
| 1x | 347188 | Documentation in English on paper and CD  |
| 1x | 038784 | CE marking and declaration of conformity (products of the series) in accordance with EC Machinery Directive 2006/42/EC<br>The safety equipment of the testing system supplied by Zwick is based on the application as stated by the end user. From this is derived the intended use of the testing system, as documented in the instruction manual, section safety manual.<br>Contact Zwick if you intend to expand the use of or modify the testing system, as changes of this nature may require expansion or amendment of the existing safety equipment of |

the testing system. Risk and liability for improper use (applications other than the defined intended use) are borne by the end user.

### Shipping & handling charges

|    |        |  |
|----|--------|--|
| 1x | 320581 | Packing in reinforced carton<br>- For ProLine Materials Testing Machine<br>- Road, rail or air freight |
| 1x | 052768 | Reinforced carton for extensometer<br>- Road, rail or air freight                                      |
| 1x | 388500 | Transport Insurance  |

### Service

|    |             |  |
|----|-------------|--|
| 1x | ZUSFT-1010  | Travel expenses for air travel<br>- Includes all expenses for up to 3 days on site   |
| 1x | ZUSSI-1002  | Installation of a dual column testing machine up to 100KN  |
| 1x | ZUSSW-1005  | Installation and brief overview to the All In Suite Package, with configuration of a customer specific test program. Up to 8 hours.  |
| 1x | ZUSEX-1001  | Installation and Instruction of a Clip On Extensometer   |
| 1x | ZUSCAL-1002 | Calibration of a Universal Testing Machine. From >200N to 10kN in conjunction with an installation. Tensile and Compression calibration of one load cell according to ASTM E4. Calibration is compliant with ISO 17025 |
| 1x | ZUSCAL-1040 | Calibration of one gauge length of a Contact Extensometer according to ASTM E83. Calibration is compliant with ISO 17025.  |

Zwick USA • 2125 Barrett Park Drive, Suite 107 • Kennesaw, GA 30144 • Tel (770) 420-6555 • Fax (770) 420-6333

|                     |                     |
|---------------------|---------------------|
| Subtotal            | <b>\$88,805.00</b>  |
| Education Discount  | <b>-\$17,921.00</b> |
| <b>Total Amount</b> | <b>\$70,884.00</b>  |

### Delivery and payment terms

#### Prices

For US deliveries, the total price is DDP **Bakersfield, CA** with packing. Applicable freight, customs and duties charges are **included**. For Canada deliveries, the total price is DAP **Bakersfield, CA** with packing. Applicable customs, duties, GST, PST or any other charges are **not included**.

Prices are in U.S. Dollars (\$). Sales, excise or similar taxes of federal, state, city or local governments will be charged where applicable. If your company is exempt from such taxes you must provide us with written or verbal notification of such at the time of order.

#### Payment

Please review our payment terms carefully, and refer any questions to your Zwick Regional Sales Manager prior to issuing a purchase order.

Unless special payment arrangements have been negotiated and agreed in writing, purchase orders that are not in accordance with the below terms may result in additional charges over and above late payment charges.

- For total amounts **between U.S. \$25,000 and \$75,000**, 25% down payment payable no later than 10 days after order placement; 75% payable within 30 days of delivery or upon notification of the machine being ready for shipping.

#### Validity

The prices remain valid for 60 days.

#### Delivery

Approximately **8-10** weeks from receipt of your order, subject to prior sale.

#### Interest on Late Payment

Simple interest at a rate of 1.5% per month will accrue when payment is not received by the due date.



### **Cancellation**

Orders may not be cancelled without Zwick's consent. For standard product orders, a 10 % cancellation fee will be applied if the order is cancelled prior to the final thirty (30) days before delivery, and a 20% charge if cancelled within the final thirty (30) days of the confirmed delivery date. For custom products (including custom items purchased with standard testing system orders), the cancellation fee shall be fifty percent (50%) of the custom product or order value if cancelled prior to thirty (30) days of the confirmed delivery date. If a custom product order is cancelled within the final thirty (30) days of the promised delivery date, the cancellation fee shall be the full order value (100%) of the custom product order.

### **Product Returns**

Custom items are not eligible for return, unless factory authorization is obtained. If an order is shipped in error by Zwick or its supplier, the item must be returned in new and unused condition in the original packaging. Zwick reserves the right to charge 20% of the items' original value in refurbishment and restocking charges and to limit the credit for the return to the fair value of the items being returned.

### **Payment Delinquency or Default**

The customer agrees to pay for the costs of collecting delinquent debts or debts in default, including agency and attorney fees. If litigation should become necessary, the customer agrees to submit to jurisdiction in the State of Georgia.

### **Jurisdiction Clause**

If litigation should become necessary, the customer agrees to submit to jurisdiction in Georgia.

### **Acceptance and Scope**

Acceptance of this offer by the customer is limited to the terms of this offer. Scope modifications and/or supplementary agreements of any type beyond this offer may result in additional material or service costs. Changes to this offer must be in written form and must be officially confirmed by Zwick.

### **Warranty**

Zwick products are covered by a 12-month limited warranty from date of shipment. Parts and labor DDP or DAP, where applicable, closest Zwick Sales/Service office.

### **Confidentiality**

We request that all documents related to this offer be treated as confidential. In particular, we discourage any circulation, copying and use by third parties, unless such distribution has been explicitly authorized by Zwick USA.

### **Commissioning**

### **Zwick USA scope of work within a commissioning:**

- All work to be performed by a Zwick trained Field Engineer.
- Installation of the testing machine and checking of the basic functions
- Mount all peripherals and verify their operation
- Inspection of the testing machine for completeness
- Installation of the testing software as applicable
- Brief up to 3 operators in the following topics or functions (max. 4 hours):
  - Basic operation of the testing machine per checklist
  - How to run the test standard as purchased or how to set up one standard in the case of a master test program.
  - Safety functions of the machine and software
  - Maintenance of the testing machine in accordance with the User Manual
  - Basic functioning of the software per checklist
  - Handover of the testing machine to the operator per final acceptance certificate

### **Performance to be provided by the customer:**

- Transport of the testing machine to the installation site (Final Location)
- Installation site must be stable and vibration free. If a table is required it should be of adequate strength and rigidity to provide a stable surface.
- Unpacking of the testing machine and accessories
- Preparation of the supply lines (power, water, compressed air as applicable)
- Electric connection ready for operation for materials testing machine
- Preparation of specimen material for testing during installation
- Installation of the operating system on PC if provided by the customer
- Provision of the administration rights
- Basic knowledge in the use of a personal computer and Windows Operating System

**A PC is required for machine operation. We recommend local purchase so that you have a local guarantee.**

### **System requirements for testXpert® II V3.7 / V3.71 and testXpert® III**

#### **Hardware requirements:**

- Standard PC with Intel processor, at least 2.2 GHz
- 2 GB RAM
- At least 4 GB of available hard disk memory, more depending upon the installation (e.g. option "Language swapping" etc.)
- Monitor resolution at least 1024 x 768 pixels and 65k colors (High Color)
- DVD drive for installation (Copying to USB stick possible)
- Materials testing machine:
  - testControl: Serial RS232 port<sup>1)</sup>

**Date:** February 22, 2017  
**Submitted by:** Brock McMurray, EVP of Administrative Services  
**Area Administrator:** Brock McMurray, EVP of Administrative Services  
**Subject:** Request for Approval

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**Board Meeting Date:** May 10, 2017

**Title of Board Item:** Contract for Professional Services with Debbie Hegeman

**Background:**

The Office of Administrative Services requests the temporary consulting services of Debbie Hegeman for participation in the 2017/2018 budget development process for the purpose of providing additional assistance during the vacancy of the Director of Fiscal Services position. Services will be rendered for a maximum of 15 days.

**Terms (if applicable):**

Services to be rendered up to 15 days. Contractor will be paid at the daily rate of \$300 per day. Payment will not exceed \$4,500. Actual hotel and mileage expenses will be reimbursed up to a maximum of \$3,000.

**Expense (if applicable):**

Total expenses are not to exceed \$7,500.

**Fiscal Impact Including Source of Funds (if applicable):**

Funding of consulting services have been budgeted under 11000-401-5510-67200.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT  
CONTRACT FOR PROFESSIONAL SERVICES**

This agreement is entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT ("District") and Debbie Hegeman ("Independent Contractor"). The agreement is effective March 13, 2017.

**Recitals**

1. District desires to obtain the services of an education consultant especially trained and experienced in rendering the following services:

Administrative Services Executive Assistant

(and as may be more particularly described in paragraph 3 of terms below).

2. Independent Contractor is an Independent Contractor especially trained and experienced in providing the services described in recital #1 above.

3. The parties have agreed that the Independent Contractor will provide the personal professional services of Debbie Hegeman (name) as specified in this Agreement as an Independent Contractor, as available, and not as an employee of the District.

**Terms**

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals Approved.** The above recitals are true and correct.
2. **Length of Agreement.** Independent Contractor shall provide the services from March 13, 2017, through June 30 2017. All work shall be performed at the following location:

***Taft College***

3. **Services to be Provided.** The services to be provided to the District by the Independent Contractor include but are not necessarily limited to the following:

*Duties consistent with the Administrative Services Executive Assistant job description with special emphasis on budget development, processes, planning, and organization.*

4. **Service Days.** Independent Contractor shall render services on days which the District's Offices are open for business. Services shall be rendered for up to 15 days.
5. **Compensation.** Independent Contractor shall be paid at the daily rate of \$300.00 per day, for no more than 15 days total. Accordingly, the total compensation paid to Independent Contractor shall not exceed \$4,500.00.

**Independent Contractor Agreement**

Page 2

6. **Hold Harmless Agreement.** Any amounts paid under this Agreement constitute the total compensation for all services rendered by Independent Contractor. The Independent Contractor agrees to pay all Social Security and other income taxes which may accrue by reason of this Agreement, and to indemnify, defend, and hold the District, its officers, agents, and employees harmless from all claims, penalties, damages, liabilities, costs, and expenses including attorney fees, related to Independent Contractor's failure to pay these and similar obligations. Further, since Independent Contractor is acting solely in an Independent Contractor capacity, the Independent Contractor and its staff will not be entitled to and shall not by reason of this Independent Contractor arrangement receive any employee benefits from the District.

7. **Monthly Service Report.** Upon request, Independent Contractor shall submit a monthly service report in writing to the District which shall include a diary showing days and service rendered.

8. **Travel Expenses/Mileage Reimbursement.** The District shall reimburse Independent Contractor for actual and necessary travel related expenses (hotel and mileage) incurred with the course and scope of her contracted employment to a maximum of \$3,000.00 for the entire term at the established rate paid to District employees.

9. **Standards of Ethical Conduct and Confidentiality.** Standards of ethical conduct and confidentiality shall be maintained, and Independent Contractor will not engage in inappropriate contacts or professional conflicts of interest.

10. **Earlier Termination.** District may terminate this Agreement upon providing Independent Contractor with 30 days' prior written notice of such termination.

Executed at Taft, California, on the dates shown below.

Date of WKCCD Board Approval: \_\_\_\_\_

Budget Code: 11000-401-5510-67200

West Kern Community College District:

Independent Contractor:

By: \_\_\_\_\_

(Signature)

Dr. Debra Daniels

(Printed Name)

*Superintendent/President*

(Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Social Security # or TIN #)

**Date:** February 6, 2017  
**Submitted by:** William L. Norris Jr.  
**Area Administrator:** Brock McMurray, EVP of Administrative Services *Bm*  
**Subject:** Request for Approval

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**Board Meeting Date:** March 8, 2017

**Title of Board Item:** Vantiv Gateway Service Agreement

**Background:**

The Taft College Bookstore is requesting the purchase from Vantiv Integrated Payments Solutions, Inc. (VIPS) the VIPS Gateway service (the "Gateway Service"). The Gateway service is a VIPS Integrated Payment gateway service that enables the Taft College Bookstore to process credit card and debit card transactions to meet new industry standards using a processor/acquirer that is compatible with VIPS' Express processing platform. Transactions are sent to VIPS' gateway by the Merchant's business management software or e-commerce solution in VIPS' message format and routed to the appropriate and compatible Merchant-chosen processing host. Responses from the merchant's processor are returned to the Merchant's Business or e-commerce software.

**Terms (if applicable):** The initial term of the Agreement shall begin on the effective date and continue for a period of one year (the "Initial Term"). Upon expiration of the Initial Term, this agreement shall automatically renew for an unlimited number of successive one year renewal terms (each a "Renewal Term"). Either party may terminate the Agreement effective as of the last day of the Initial Term or any Renewal Term by providing written notices of non-renewal at least 60 days prior to the end of the Initial Term or Renewal Term then in effect.

**Expense (if applicable):** Set up fee is \$299.00 and annual fee is \$1799.00.

**Fiscal Impact Including Source of Funds (if applicable):**

The Agreement Fee for May 1, 2017 through April 30, 2018 is two thousand and ninety-eight dollars and zero cents (\$2,098.00). The funds were built in the 2016/2017 budget 31000-423-5641-69100.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



# GATEWAY SERVICE AGREEMENT

When completed, please e-mail or fax all pages of this agreement with signature on page 5 to the designated account manager below:

| ACCOUNT INFORMATION                   |                           |             |
|---------------------------------------|---------------------------|-------------|
| ACCOUNT MANAGER<br>Sean Jamison       | PARTNER AGENT ID<br>11217 | QA INITIALS |
| E-MAIL ADDRESS<br>sjamison@vantiv.com | OFFICE USE ONLY           |             |
| FAX NUMBER<br>888-648-8635            | CORPORATE ID              |             |
|                                       | GATEWAY SUB ID            |             |

| BUSINESS INFORMATION   |              |                           |          |
|--|--------------|---------------------------|----------|
| BUSINESS LEGAL NAME (Must Match Business Tax Return Name) ("MERCHANT") |              |                           |          |
| DOING BUSINESS AS (DBA)  |              | FEDERAL TAX ID (9 digits) |          |
| MAILING/BILLING ADDRESS  | CITY         | STATE                     | ZIP CODE |
| LOCATION ADDRESS   | CITY         | STATE                     | ZIP CODE |
| CONTACT NAME   | PHONE NUMBER | FAX NUMBER                |          |
| EMAIL ADDRESS (REQUIRED)   |              |                           |          |

| TO BE COMPLETED BY VIPS ACCOUNT MANAGER   |  |  |  |
|---|--|--|--|
| <b>PAYMENT PLATFORM</b><br>Paymentech <input type="checkbox"/> First Data <input type="checkbox"/><br>Global East <input type="checkbox"/> Vantiv <input type="checkbox"/><br>TSYS <input type="checkbox"/> |  | <b>BATCH CLOSING METHOD</b><br>Manual Batch Close <input type="checkbox"/><br>Time: _____<br>Auto Batch Close <input type="checkbox"/> |  |
| VIPS to Supply Equip. <input type="checkbox"/><br>Deny sharing Express Credentials <input type="checkbox"/><br>Account Updater Service <input type="checkbox"/>   |  | <b>SPECIAL INSTRUCTIONS</b><br><br>Billing Start Date: _____   |  |

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## GATEWAY SERVICE AGREEMENT

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This Gateway Service Agreement ("*Agreement*") is made by and between Merchant and Vantiv Integrated Payments Solutions, Inc. with its primary business office at 500 North Juniper Drive, Suite 100, Chandler, AZ 85226 ("*VIPS*"). This Agreement shall be effective on execution and return of this Agreement to VIPS by Merchant and subsequent acceptance of the Agreement by VIPS (the "*Effective Date*"). In consideration of the mutual covenants herein contained and intending to be legally bound by the provisions of this Agreement, the parties agree as follows:

### 1.0 DESCRIPTION OF SERVICES

VIPS will provide to Merchant and Merchant will purchase from VIPS the VIPS Gateway service (the "*Gateway Service*"). The Gateway Service is an VIPS IP payment gateway service that enables merchants to process credit card and debit card transactions using a processor/acquirer that is compatible with VIPS' Express processing platform. Transactions are sent to VIPS' gateway by the Merchant's business management software or e-commerce solution in VIPS' message format and routed to the appropriate and compatible Merchant-chosen processing host. Responses from the Merchant's processor are returned to the Merchant's business or e-commerce software.

### 2.0 GATEWAY SET-UP AND ANNUAL FEES

Merchant shall pay a set-up fee and annual fee for provision of the Gateway Service based on Merchant's tiered annual gross sales volume ("*Merchant Sales Volume*") as set forth below. The annual fee shall be subject to change based on Merchant's then current Merchant Sales Volume. Merchant's initial set-up fee and annual fee shall be set at Merchant Tier 1.

| Merchant Tier | Merchant Sales Volume          | Set-Up Fee | Annual Fee |
|---------------|--------------------------------|------------|------------|
| Tier 1        | \$0 - \$999,999.99             | \$199.00   | \$799.00   |
| Tier 2        | \$1,000,000 - \$9,999,999.99   | \$299.00   | \$1,799.00 |
| Tier 3        | \$10,000,000 - \$19,999,999.99 | \$399.00   | \$2,259.00 |
| Tier 4        | \$20,000,000 - \$29,999,999.99 | \$799.00   | \$4,299.00 |
| Tier 5        | \$30,000,000 and above         | \$999.00   | \$5,799.00 |

### 3.0 TERM AND TERMINATION

3.1 Term. The initial term of the Agreement shall begin on the Effective Date and continue for a period of one year (the "*Initial Term*"). Upon expiration of the Initial Term, this Agreement shall automatically renew for an unlimited number of successive one year renewal terms (each a "*Renewal Term*"). Either party may terminate this Agreement effective as of the last day of the Initial Term or any Renewal Term by providing written notice of non-renewal at least 60 days prior to the end of the Initial Term or the Renewal Term then in effect.

3.2 Early Termination. This Agreement may be terminated: (i) by either party on 30 days prior written notice of termination to the other party if the other party is in breach of a material obligation hereunder and does not cure such breach prior to the expiration of such notice period; (ii) by VIPS on 30 days prior written notice to Merchant for any or no reason; or (iii) by VIPS immediately (a) if Merchant is in material breach of its obligations under Sections 4.0, 5.0, 6.0 or 8.1, (b) in order to comply with applicable law or requests of governmental, administrative or judicial authorities, (c) if VIPS' agreement with Merchant's merchant service provider to authorize and settle payment transactions expires or is terminated for any reason, or (d) if VIPS reasonably believes that continuing to provide the Gateway Service to Merchant could create a substantial economic or technical burden or material security risk for VIPS.

### 4.0 PAYMENT

VIPS will invoice amounts owed by Merchant hereunder in advance on an annual basis with payment due within 30 days of the date of the invoice. The set-up fee and initial annual fee for Gateway Services will be invoiced as of the Effective Date and the annual fee for any subsequent Renewal Terms shall be invoiced in advance as of the anniversary of the Effective Date. Late payments shall be subject to a \$25 late fee. VIPS may terminate this Agreement, or suspend the provision of services, if VIPS does not receive payment of any outstanding amounts within 30 days of the date of an invoice. Amounts invoiced by VIPS hereunder shall be considered accurate and affirmed by Merchant 30 days after the date of such invoice, unless Merchant notifies VIPS in writing of any inaccuracy within such 30 day period. Merchant is



fully responsible for and agrees to pay all taxes and other charges imposed by any government authority on the services provided under this Agreement and on any transactions processed pursuant to this Agreement, excluding any taxes based on VIPs' net income.

## 5.0 COMPLIANCE

Merchant represents, warrants and agrees that it will comply at all times with: (i) all applicable United States and foreign federal, state/provincial, or local laws, rules, regulations and pronouncements of all governmental, administrative and judicial authorities ("Laws") and (ii) the applicable rules of Visa, Inc., MasterCard International, Inc., American Express, the Discover Network, ATM/Debit Networks, and other financial service card organizations and any successor organizations (collectively the "Associations") and the Payment Card Industry Data Security Standards ("PCI DSS"). Merchant agrees that it has reviewed and understands applicable Laws and the rules of the Associations and the PCI DSS. Merchant shall notify VIPs of all third party providers used by Merchant that capture, store, transmit or process cardholder information ("Third Party Providers"). Merchant shall give VIPs at least 90 days written notice of any changes in Third Party Providers and must ensure that all Third Party Providers are registered with the Associations.

## 6.0 MERCHANT INFORMATION

Merchant represents and warrants to VIPs that the information set forth in this Agreement and any additional information provided by Merchant for the set-up of Merchant's Gateway account is complete and accurate. Merchant will notify VIPs of any changes of ownership, regulatory actions or financial conditions that could materially affect VIPs' rights under this Agreement.

## 7.0 DATA RETENTION

VIPS will provide Merchant with transaction and authorization reporting on Gateway Service transactions. VIPS will not have an obligation to store specific cardholder data other than as necessary to provide reporting hereunder as part of the Gateway Service.

## 8.0 GENERAL TERMS

8.1 Confidentiality. "Confidential Information" means any information of a party (including, without limitation, third party information) disclosed to the other party orally or in any medium, including trade secrets, technical processes and formulas, software, customer lists, pricing, unpublished financial information, business plans, projections, and marketing data, and any other information which is identified in writing as confidential to the disclosing party or a third party. Confidential Information shall not include information that (i) is known to the receiving party at the time it receives Confidential Information; (ii) has become publicly known through no wrongful act of the receiving party; (iii) has been rightfully received by the receiving party from a third party authorized to make such communication without restriction; (iv) has been approved for release by written authorization of the disclosing party; or (v) is required by law to be disclosed, provided the receiving party has given the disclosing party prior written notice (unless such notice is legally prohibited) so that the disclosing party may seek a protective order or other appropriate remedy and/or waive compliance with this confidentiality provision. Neither party shall disclose the Confidential Information of the other party to any third party other than those consultants or agents of a party whose knowledge is necessary for the purposes of this Agreement, provided that such consultants and agents have executed a written confidentiality agreement requiring that they protect such Confidential Information which agreement is at least as protective of the Confidential Information as this provision. The parties will each be responsible for any breach of this Agreement by their consultants or agents and each party agrees to take all reasonable measures (including, but not limited to, court proceedings) to restrain its consultants or agents from disclosure or improper use of the other party's Confidential Information. The parties each agree that they and their consultants and agents shall not use the other party's Confidential Information for any purpose other than to fulfill their obligations under this Agreement. A party receiving Confidential Information agrees to protect the Confidential Information with at least the same degree of care as it exercises to protect its own confidential information of like character, but in no event less than a reasonable degree of care, except to the extent that applicable law or professional standards require a higher standard. The obligations of the parties under this section will survive termination of this Agreement for whatever reason, and will bind the parties, their successors and assigns.

8.2 Assignment. Merchant may not assign this Agreement without the prior written consent of VIPs, which consent shall not be unreasonably withheld. VIPs may assign this Agreement without Merchant's consent.

8.3 Indemnification. Merchant agrees to indemnify, defend and hold harmless VIPs, its employees, officers, agents, shareholders, representatives and directors from any and all fines, penalties, losses, claims, expenses (including attorney fees and the allocable costs of in-house counsel), or other liabilities resulting from or in connection with Merchant's use of the Gateway Service or Merchant's breach of this Agreement.

8.4 Limitation of Liability. Under no circumstances shall VIPs be liable to Merchant or any third party for any

indirect, special, incidental, consequential, punitive, exemplary or multiple damages arising out of or related to this Agreement (including, without limitation, VIPS' provision of the Gateway Services hereunder), regardless of the legal theory on which such claim is based (whether based in contract, tort, warranty, strict liability, negligence, or any other legal theory), even if VIPS has been advised, knew, or should have known of the possibility of such damages (which include, but are not limited to, loss of profits, revenue, savings, software, data or goodwill, the claims of third parties, and/or injury to persons or property).

The parties expressly agree that the total liability of VIPS under this Agreement (including, without limitation, for VIPS' performance or the failure of such performance hereunder, or for any breach hereof) will be exclusively limited to an amount equal to the aggregate service fees actually received by VIPS from Merchant during the one month period ending on the date on which the event giving rise to the claim for damages occurred. Merchant accepts the restrictions on its right to recover additional damages as part of its bargain with VIPS, and Merchant understands and acknowledges that, without such restrictions, the consideration for the services provided hereunder would be higher.

8.5 Force Majeure. VIPS shall not be liable to Merchant or any third party for any delay in or failure of its performance under this Agreement (including, without limitation, any disruption in service) resulting from any act of God, fire, flood, explosion or other natural disaster, severe weather, actions or impositions by governmental, administrative or judicial authorities, phone or Internet outages or disruptions, strike, labor dispute, vandalism, theft, riot, commotion, act of public enemies, blockage or embargo or any other cause beyond the reasonable control of VIPS.

8.6 Disclaimer of Warranties. The Gateway Service is being provided to Merchant by VIPS "as-is" and without any warranty of any kind. VIPS disclaims any express or implied warranty, including but not limited to implied warranties of merchantability, non-infringement, or fitness for a particular purpose.

8.7 Notices. All notices shall be in writing and shall be deemed properly given and effective: (i) three business days after being sent by registered or certified mail, postage prepaid, return receipt requested; (ii) one business day after being sent by a nationally or internationally recognized overnight courier; or (iii) the same business day when delivered personally to the addresses listed above for the respective parties. The parties shall have the right to change their listed address by informing the other party in the same manner.

8.8 Severability. If any provision of this Agreement is illegal, the invalidity of such provision will not affect any of the remaining provisions, and this Agreement will be construed as if the illegal provision is not contained in the Agreement. This Agreement will then be deemed modified to the extent necessary to render the remaining provisions enforceable.

8.9 No Waiver. Except as otherwise provided in this Agreement, no failure or delay on the part of any party in exercising any right under this Agreement will operate as a waiver of that right, nor will any single or partial exercise of any right preclude any further exercise of that right.

8.10 Prevailing Party. The prevailing party in any action arising out of this Agreement shall be entitled to its reasonable attorneys' fees and costs.

8.11 Entire Agreement, Other Matters. This Agreement contains the entire agreement of the parties and supersedes any other agreements (written or oral), instruments or writings as to its subject matter. The headings used in this Agreement are inserted for convenience only and will not affect the interpretation of any provision. All sections mentioned in the Agreement reference section numbers of this Agreement. The language used will be deemed to be the language chosen by the parties to express their mutual intent, and no rule of strict construction will be applied against any party. This Agreement shall not be deemed to be for the benefit of any third party except to the extent such third party may be eligible to be indemnified as set forth in Section 8.3 above.

8.12 Amendments. Except as hereinafter provided, no amendment or modification of this Agreement shall be valid unless in writing and signed by both parties. Notwithstanding the immediately previous sentence, VIPS may amend this Agreement upon written notice to Merchant, but without having to obtain Merchant's consent, (i) to cause the Agreement to comply with any changes in Laws, rules of any Association, the PCI DSS, or any other industry guidelines or mandates, and (ii) to make any other changes deemed necessary or desirable by VIPS as long as such amendments do not materially alter the obligations of Merchant hereunder.

8.13 Counterparts. This Agreement may be executed by the parties in separate counterparts and transmitted by fax or e-mail of a scanned copy, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

8.14 Survival. The rights and obligations of the parties hereunder which by their nature would continue beyond the termination or cancellation of this Agreement (including, without limitation, those relating to confidentiality, payment

of charges, indemnification and limitations of liability) shall survive any termination or cancellation of this Agreement.

8.15 Authority. Each party represents and warrants that it has the legal capacity and authority to enter into and perform its obligations under this Agreement and that those obligations shall be binding without the approval of any other person or entity. Each person signing this Agreement on behalf of a party represents and warrants that they have the legal capacity and authority to sign this Agreement on behalf of that party.

9.0 EXPRESS CREDENTIALS

9.1 Definition. A Merchant's Express credentials provide secure access to VIPS' Express Processing Platform for the submission of transactions. Express credentials should be protected from unauthorized access at all times.

9.2 Software Provider Access. Merchant's software provider may need access to Merchant's Express credentials in order to configure Merchant's point of sale software. Unless instructed otherwise pursuant to Section 9.3 below, VIPS will give Merchant's software provider secure access to Merchant's Express credentials for the purpose of software configuration.

9.3 Access Denial.  If this box is checked Merchant does not authorize VIPS to give Merchant's software Merchant's software provider secure access to Merchant's Express credentials. Merchant acknowledges that the software provider may require Merchant to provide this information in order to complete Merchant's software configuration. Any such provision of Express access to credential information must be done securely in order to properly protect Merchant's Express credentials.

IN WITNESS WHEREOF, the parties to this Agreement have caused it to be executed, with a complete understanding of the contents hereof, on the dates set forth below.

Agreed and Accepted:

\_\_\_\_\_

VANTIV INTEGRATED PAYMENTS SOLUTIONS, INC.

BY \_\_\_\_\_

BY \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

TITLE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

**Taft College Check Register Report**

**01-February-17 through 28-February-17**

**FY 16-17**

|          |            |                                       |          |          |       |     |      |       |           |
|----------|------------|---------------------------------------|----------|----------|-------|-----|------|-------|-----------|
| 78025301 | 02/02/2017 | A002000164Imprint                     | I0047636 | 13224985 | 12603 | 125 | 4310 | 68900 | 1,197.49  |
| 78025302 | 02/02/2017 | A00200017A.P.I. Plumbing              | I0047638 | 5760     | 39000 | 314 | 4310 | 64991 | 2.15      |
|          |            |                                       |          |          | 39000 | 314 | 5621 | 64991 | 80.00     |
|          |            |                                       | I0047673 | 5761     | 32000 | 422 | 4312 | 69400 | 36.55     |
|          |            |                                       | I0047718 | 4944     | 33528 | 310 | 4310 | 69200 | 49.45     |
| 78025303 | 02/02/2017 | A00271533Ace Marketing and Advertisin | I0047663 | 1575.    | 12561 | 223 | 4311 | 60103 | 1,250.00  |
| 78025304 | 02/02/2017 | A00200437Anderson, Amber D.           | I0047643 | 011017   | 11000 | 358 | 5710 | 62100 | 50.00     |
| 78025305 | 02/02/2017 | A00200052AP Architects                | I0047615 | 10758    | 12434 | 219 | 5510 | 17010 | 980.00    |
|          |            |                                       |          |          | 12050 | 000 | 5510 | 71004 | 1,309.64  |
|          |            |                                       |          |          | 41150 | 000 | 5510 | 71004 | 331.61    |
|          |            |                                       |          |          | 42350 | 000 | 5510 | 71003 | 15,054.04 |
|          |            |                                       |          |          | 42303 | 000 | 5510 | 71005 | 2,132.50  |
| 78025306 | 02/02/2017 | A00288660Apex General Construction, I | I0047650 | 164001   | 42350 | 000 | 6211 | 71002 | 15,900.00 |
| 78025307 | 02/02/2017 | A00202445AT&T Mobility                | I0047658 | 122516   | 12461 | 206 | 5840 | 12042 | 478.99    |
| 78025308 | 02/02/2017 | A00200079Bar Charts, Inc.             | I0047724 | INV00025 | 31000 | 423 | 4310 | 69100 | 50.73     |
|          |            |                                       |          |          | 31000 | 423 | 5940 | 69100 | 14.66     |
| 78025309 | 02/02/2017 | A00200081BARC, Inc.                   | I0047652 | INV00764 | 11000 | 411 | 5990 | 67300 | 85.00     |
| 78025310 | 02/02/2017 | A00015850Berry, Wendy J.              | I0047716 | 011617   | 11000 | 209 | 4311 | 04014 | 288.22    |
| 78025311 | 02/02/2017 | A00200094Black, Sheri D.              | I0047644 | 010917   | 12551 | 353 | 4310 | 64600 | 7.70      |
| 78025312 | 02/02/2017 | A00250001Blake, Paul A.               | I0047622 | 102516   | 12435 | 221 | 4311 | 19010 | 3,432.49  |
|          |            |                                       |          |          | 12435 | 221 | 4315 | 19010 | 200.00    |
| 78025313 | 02/02/2017 | A00200107Bright House Networks        | I0047624 | 010317   | 12603 | 125 | 5840 | 68900 | 290.06    |
| 78025314 | 02/02/2017 | A00200107Bright House Networks        | I0047626 | 011317   | 31000 | 423 | 5840 | 69100 | 148.20    |
| 78025315 | 02/02/2017 | A00200107Bright House Networks        | I0047661 | 122916   | 12560 | 223 | 5645 | 09565 | 407.68    |
| 78025316 | 02/02/2017 | A00200107Bright House Networks        | I0047700 | 121916   | 12461 | 206 | 5840 | 12042 | 361.75    |
| 78025317 | 02/02/2017 | A00200119C.A. Reding Company, Inc.    | I0047688 | 407447   | 11000 | 207 | 5641 | 08351 | 122.64    |
| 78025318 | 02/02/2017 | A00200756California Dental Associatio | I0047678 | 2017     | 11000 | 205 | 5210 | 12042 | 1,600.00  |
| 78025319 | 02/02/2017 | A00200149Carquest Auto Parts          | I0047712 | 7305-209 | 11000 | 432 | 4312 | 67703 | 532.04    |
| 78025320 | 02/02/2017 | A00200175Chevron Valley Credit Union, | I0047614 | 606512/0 | 31000 | 423 | 5910 | 69100 | 9.51      |
| 78025321 | 02/02/2017 | A00200175Chevron Valley Credit Union, | I0047705 | 53640108 | 12461 | 206 | 5710 | 12042 | 152.80    |
|          |            |                                       |          |          | 12461 | 206 | 4310 | 12042 | 146.94    |
|          |            |                                       |          |          | 12461 | 206 | 5990 | 12042 | 165.37    |
| 78025322 | 02/02/2017 | A00200181City of Taft                 | I0047621 | 123116   | 11000 | 431 | 5850 | 65500 | 2.27      |
|          |            |                                       |          |          | 11000 | 431 | 5850 | 65700 | 111.41    |
| 78025323 | 02/02/2017 | A00200181City of Taft                 | I0047646 | 8602     | 35000 | 357 | 5641 | 69700 | 8,307.65  |
| 78025324 | 02/02/2017 | A00200181City of Taft                 | I0047682 | 020117   | 11000 | 431 | 5850 | 65500 | 65.23     |
|          |            |                                       |          |          | 11000 | 431 | 5850 | 65700 | 3,196.42  |
|          |            |                                       |          |          | 11000 | 431 | 5850 | 65500 | 35.82     |
|          |            |                                       |          |          | 11000 | 431 | 5850 | 65700 | 1,755.41  |
|          |            |                                       |          |          | 11000 | 431 | 5850 | 65500 | 20.27     |
|          |            |                                       |          |          | 11000 | 431 | 5850 | 65700 | 992.88    |
| 78025325 | 02/02/2017 | A00200181City of Taft                 | I0047713 | 02/01/17 | 39000 | 314 | 5850 | 64991 | 454.19    |
| 78025326 | 02/02/2017 | A00264649Convergint Technologies, LP  | I0047628 | W359791  | 11000 | 113 | 5632 | 67801 | 2,845.09  |
|          |            |                                       | I0047629 | W398350  | 11000 | 431 | 5632 | 65100 | 407.50    |
| 78025327 | 02/02/2017 | A00280761County of Kern Public Works  | I0047701 | 010817   | 11000 | 431 | 5850 | 65500 | 4.63      |
| 78025328 | 02/02/2017 | A00200220Cutrona, Angelo              | I0047648 | 092816   | 11000 | 357 | 4310 | 69700 | 232.26    |
| 78025329 | 02/02/2017 | A00200222Daily Midway Driller         | I0047709 | 020117   | 11000 | 110 | 4211 | 66003 | 36.40     |
| 78025330 | 02/02/2017 | A00200228Dave's Glass Shop            | I0047703 | 096252   | 33528 | 310 | 4310 | 69200 | 69.02     |
|          |            |                                       |          |          | 33528 | 310 | 5632 | 69200 | 93.75     |
| 78025331 | 02/02/2017 | A00200238Department of Justice        | I0047711 | 202155   | 11000 | 202 | 5990 | 60100 | 64.00     |
|          |            |                                       |          |          | 12460 | 206 | 5990 | 12042 | 49.00     |

**Taft College Check Register Report**

**01-February-17 through 28-February-17**

**FY 16-17**

|          |            |            |                              |          |          |       |     |      |       |           |
|----------|------------|------------|------------------------------|----------|----------|-------|-----|------|-------|-----------|
|          |            |            |                              |          |          | 32000 | 422 | 5990 | 69400 | 32.00     |
|          |            |            |                              |          |          | 11000 | 431 | 5990 | 65300 | 32.00     |
|          |            |            |                              |          |          | 12603 | 125 | 5990 | 68900 | 32.00     |
| 78025331 | 02/02/2017 | A00200238  | Department of Justice        | I0047711 | 202155   | 11495 | 216 | 5990 | 61900 | 32.00     |
|          |            |            |                              |          |          | 31000 | 423 | 5990 | 69100 | 32.00     |
| 78025332 | 02/02/2017 | A00283101  | Dumont Printing, Inc.        | I0047664 | 90995    | 11000 | 352 | 4310 | 69610 | 6.64      |
|          |            |            |                              |          |          | 11000 | 352 | 4310 | 69610 | 6.64      |
|          |            |            |                              |          |          | 11000 | 210 | 4310 | 13052 | 6.64      |
|          |            |            |                              |          |          | 11000 | 208 | 4310 | 15011 | 6.64      |
|          |            |            |                              |          |          | 11000 | 210 | 4310 | 20011 | 17.91     |
|          |            |            |                              |          |          | 11000 | 203 | 4310 | 61200 | 98.70     |
|          |            |            |                              |          |          | 11000 | 202 | 4310 | 60200 | 40.48     |
|          |            |            |                              |          |          | 12434 | 219 | 4310 | 17010 | 58.37     |
|          |            |            |                              | I0047684 | 91292    | 11000 | 202 | 4318 | 60100 | 86.07     |
|          |            |            |                              |          |          | 11000 | 301 | 4318 | 64500 | 35.14     |
| 78025333 | 02/02/2017 | A00200307  | Farmer Bros. Company         | I0047670 | 64564410 | 32000 | 422 | 4410 | 69400 | 374.21    |
| 78025334 | 02/02/2017 | A00287250  | Flynn, Francis               | I0047715 | 12/02/16 | 12563 | 202 | 5641 | 00000 | 868.83    |
| 78025335 | 02/02/2017 | A00283264  | Frontier California Inc.     | I0047695 | 57030107 | 11000 | 431 | 5840 | 65700 | 119.91    |
| 78025336 | 02/02/2017 | A00283264  | Frontier California Inc.     | I0047696 | 57340110 | 11000 | 431 | 5840 | 65700 | 39.97     |
| 78025337 | 02/02/2017 | A00210378  | Grey House Publishing        | I0047616 | 342462   | 11000 | 203 | 6310 | 61200 | 363.50    |
| 78025338 | 02/02/2017 | A00244581  | Independent Fire and Safety, | I0047685 | 3107     | 11000 | 431 | 5631 | 65100 | 1,012.50  |
| 78025338 | 02/02/2017 | A00244581  | Independent Fire and Safety, | I0047699 | 3108     | 39000 | 314 | 5880 | 64991 | 1,215.00  |
| 78025339 | 02/02/2017 | A00280910  | Independent Living Center of | I0047653 | 2573     | 12000 | 311 | 5641 | 64200 | 394.22    |
|          |            |            |                              |          |          | 12000 | 311 | 5641 | 64200 | 394.22    |
|          |            |            |                              |          |          | 12000 | 311 | 5641 | 64200 | 524.22    |
| 78025340 | 02/02/2017 | A00288606  | Involvio, LLC                | I0047665 | INV-3012 | 12563 | 202 | 5642 | 00000 | 12,700.00 |
| 78025341 | 02/02/2017 | A00200680  | J & L Locksmithing           | I0047672 | 015146   | 11000 | 301 | 4310 | 64500 | 45.00     |
|          |            |            |                              |          |          | 11000 | 301 | 4310 | 64500 | 14.48     |
| 78025342 | 02/02/2017 | A00200687  | Jean, Brian M.               | I0047694 | 011717   | 11000 | 209 | 5210 | 17016 | 106.18    |
| 78025343 | 02/02/2017 | A00276572  | Johnson, William C.          | S0035889 |          | 11000 |     | 9526 |       | 414.00    |
| 78025344 | 02/02/2017 | A00200704  | Karwoski, John               | I0047649 | JAN 17   | 42350 | 000 | 5510 | 71002 | 10,920.00 |
| 78025345 | 02/02/2017 | A00284915  | Kelsch, Noel                 | I0047642 | 011617   | 11000 | 202 | 5990 | 60100 | 20.00     |
| 78025346 | 02/02/2017 | A00200712  | Kern County Supt. of Schools | I0047617 | 701377   | 11000 | 421 | 5990 | 67200 | 2,124.75  |
| 78025347 | 02/02/2017 | A00200806  | Kern Gardening Service       | I0047633 | 26296    | 12560 | 223 | 5633 | 09565 | 250.00    |
| 78025348 | 02/02/2017 | A00200763  | Martinez, Maria              | I0047693 | 011317   | 11000 | 209 | 4311 | 17013 | 272.44    |
| 78025349 | 02/02/2017 | A00200561  | Medco Supply Company         | I0047387 | 42164578 | 11000 | 352 | 4310 | 69619 | 66.50     |
| 78025350 | 02/02/2017 | A002858200 | 'Connor Construction Manage  | I0047651 | 31092    | 42350 | 000 | 5510 | 71002 | 1,800.00  |
| 78025351 | 02/02/2017 | A00200498  | Office Depot                 | I0047618 | 88867126 | 11000 | 306 | 4310 | 49306 | 181.34    |
|          |            |            |                              | I0047623 | 88633261 | 11000 | 411 | 4310 | 67300 | 42.20     |
|          |            |            |                              |          |          | 11000 | 411 | 4310 | 67300 | 8.59      |
|          |            |            |                              |          |          | 11000 | 411 | 4310 | 67300 | 6.53      |
|          |            |            |                              | I0047637 | 88741977 | 39000 | 314 | 4310 | 64991 | 124.38    |
|          |            |            |                              | I0047654 | 88078217 | 11000 | 411 | 4310 | 67300 | 110.56    |
|          |            |            |                              | I0047655 | 88465063 | 12461 | 206 | 4310 | 12042 | 72.69     |
|          |            |            |                              | I0047656 | 88144349 | 12461 | 206 | 4310 | 12042 | 274.64    |
|          |            |            |                              | I0047674 | 88730979 | 12461 | 206 | 4310 | 12042 | 326.99    |
|          |            |            |                              | I0047675 | 88900601 | 11000 | 205 | 4310 | 12042 | 23.89     |
|          |            |            |                              | I0047689 | 88450784 | 12461 | 206 | 4310 | 12042 | 609.32    |
|          |            |            |                              | I0047691 | 88900601 | 11000 | 205 | 4310 | 12042 | 53.08     |
|          |            |            |                              | I0047692 | 88898914 | 11000 | 205 | 4310 | 12042 | 1,676.08  |
| 78025352 | 02/02/2017 | A00201272  | Owens, Patricia A.           | I0047639 | 010717   | 39000 | 308 | 5740 | 69990 | 15.00     |

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|          |            |                                       | I0047702 | 011517   | 39000 | 308 | 5740  | 69990 | 31.26     |       |        |
|          |            |                                       | I0047728 | 012117   | 39000 | 308 | 4310  | 69990 | 45.09     |       |        |
| 78025353 | 02/02/2017 | A00200508P. G. & E.                   | I0047619 | 013017   | 31000 | 423 | 5830  | 69100 | 611.25    |       |        |
|          |            |                                       |          |          | 31000 | 423 | 5820  | 69100 | 8.12      |       |        |
| 78025354 | 02/02/2017 | A00200508P. G. & E.                   | I0047662 | 011817   | 12560 | 223 | 5830  | 09565 | 213.72    |       |        |
| 78025355 | 02/02/2017 | A00200508P. G. & E.                   | I0047698 | 011217   | 11000 | 431 | 5830  | 65700 | 19,766.20 |       |        |
|          |            |                                       |          |          | 39000 | 314 | 5830  | 64991 | 2,840.97  |       |        |
|          |            |                                       |          |          | 33428 | 310 | 5830  | 69200 | 4,111.17  |       |        |
|          |            |                                       |          |          | 33588 | 310 | 5830  | 69200 | 83.90     |       |        |
| 78025356 | 02/02/2017 | A00200516Patterson Dental Supply, Inc | I0047666 | 59084338 | 12461 | 206 | 4311  | 12042 | 23.93     |       |        |
|          |            |                                       | I0047667 | 59084339 | 12461 | 206 | 4311  | 12042 | 193.79    |       |        |
|          |            |                                       | I0047668 | 58892697 | 12461 | 206 | 4311  | 12042 | 633.47    |       |        |
|          |            |                                       | I0047669 | 59084482 | 12461 | 206 | 4311  | 12042 | 268.34    |       |        |
| 78025357 | 02/02/2017 | A00200528Plak Smacker                 | I0047680 | CD601468 | 12461 | 206 | 4311  | 12042 | 54.43     |       |        |
| 78025358 | 02/02/2017 | A00200539Proctor & Gamble             | I0047676 | 36505964 | 11000 | 205 | 4311  | 12042 | 2.26      |       |        |
|          |            |                                       | I0047677 | 36505962 | 11000 | 205 | 4311  | 12042 | 57.39     |       |        |
|          |            |                                       | I0047679 | 36505960 | 12461 | 206 | 4311  | 12042 | 54.24     |       |        |
| 78025359 | 02/02/2017 | A00231833Ray A. Morgan Company Inc.   | I0047631 | 1403314  | 12435 | 221 | 5641  | 19010 | 209.17    |       |        |
|          |            |                                       | I0047632 | 1431399  | 12435 | 221 | 5641  | 19010 | 35.40     |       |        |
|          |            |                                       |          |          | 12435 | 221 | 5641  | 19010 | 66.36     |       |        |
|          |            |                                       | I0047704 | 1467516  | 12603 | 125 | 4318  | 68900 | 130.59    |       |        |
| 78025359 | 02/02/2017 | A00231833Ray A. Morgan Company Inc.   | I0047714 | 1440398  | 12558 | 223 | 4318  | 09565 | 34.26     |       |        |
| 78025360 | 02/02/2017 | A00278586ReadyRefresh                 | I0047657 | 123116   | 12460 | 206 | 5641  | 12042 | 40.58     |       |        |
| 78025361 | 02/02/2017 | A00288689Rodriguez, Gary              | I0047635 | 010317   | 12603 | 125 | 5310  | 68900 | 2,580.00  |       |        |
| 78025362 | 02/02/2017 | A00283025Rodriguez, Samuel            | S0036748 |          | 11000 |     | 9526  |       | 866.00    |       |        |
| 78025363 | 02/02/2017 | A00279523Social Solutions             | I0047720 | 24160    | 12563 | 202 | 5643  | 00000 | 876.00    |       |        |
| 78025364 | 02/02/2017 | A00200396Spurr                        | I0047627 | 79733    | 11000 | 431 | 5820  | 65700 | 9,192.42  |       |        |
|          |            |                                       |          |          |       |     | 35827 | 357   | 5820      | 69700 | 983.78 |
|          |            |                                       |          |          |       |     | 33428 | 310   | 5820      | 65700 | 317.13 |
| 78025365 | 02/02/2017 | A00237176SSD Systems                  | I0047717 | 1231068- | 33528 | 310 | 5880  | 69200 | 151.38    |       |        |
| 78025366 | 02/02/2017 | A00200405Stroud Technology Group, Inc | I0047681 | 1701-03  | 12461 | 206 | 5510  | 12042 | 337.50    |       |        |
| 78025367 | 02/02/2017 | A00200419T.C. Clearing Account        | I0047710 | 011917   | 11000 | 353 | 7130  | 64600 | 4,422.00  |       |        |
| 78025368 | 02/02/2017 | A00200425Taft College                 | I0047725 | 135      | 12603 | 125 | 5310  | 68900 | 1,070.00  |       |        |
| 78025369 | 02/02/2017 | A00200425Taft College                 | I0047726 | 153      | 12603 | 125 | 5310  | 68900 | 935.00    |       |        |
| 78025370 | 02/02/2017 | A00200425Taft College                 | I0047727 | 138      | 12603 | 125 | 5310  | 68900 | 670.00    |       |        |
| 78025371 | 02/02/2017 | A00256341Terminix                     | I0047719 | 36045115 | 33528 | 310 | 5860  | 69200 | 201.00    |       |        |
| 78025372 | 02/02/2017 | A00200608The Fort Preservation Societ | I0047634 | 91717    | 12603 | 125 | 4310  | 68900 | 1,324.20  |       |        |
| 78025373 | 02/02/2017 | A00249937The Learning Underground, In | I0047660 | INV-0000 | 12434 | 219 | 5510  | 17010 | 1,000.00  |       |        |
| 78025374 | 02/02/2017 | A00278258TotalFunds by Hasler         | I0047721 | 81200112 | 11000 | 411 | 5950  | 67300 | 5,000.00  |       |        |
| 78025375 | 02/02/2017 | A00200282True Value Home Center       | I0047722 | 362561   | 12603 | 125 | 4310  | 68900 | 84.88     |       |        |
| 78025376 | 02/02/2017 | A00255644U.S. Bank Equipment Finance  | I0047625 | 32247123 | 11000 | 401 | 5641  | 67704 | 434.36    |       |        |
|          |            |                                       | I0047687 | 32210700 | 11000 | 401 | 5641  | 67704 | 485.42    |       |        |
| 78025377 | 02/02/2017 | A00200284U.S. Foods                   | I0047620 | 3039586  | 33429 | 310 | 4410  | 69200 | 2,825.83  |       |        |
|          |            |                                       | I0047630 | 5812221  | 32000 | 422 | 4410  | 69400 | 5,545.86  |       |        |
|          |            |                                       |          |          | 32000 | 422 | 4411  | 69400 | 238.75    |       |        |
|          |            |                                       | I0047671 | 5693626  | 32000 | 422 | 4411  | 69400 | 17.97     |       |        |
|          |            |                                       |          |          | 32000 | 422 | 4410  | 69400 | 5,873.76  |       |        |
|          |            |                                       | I0047686 | 5086862  | 33429 | 310 | 4410  | 69200 | 5,356.57  |       |        |
|          |            |                                       | I0047708 | 5693629  | 33429 | 310 | 4410  | 69200 | 1,125.65  |       |        |
| 78025378 | 02/02/2017 | A00200293United Parcel Service        | I0047640 | 00009697 | 11000 | 401 | 5940  | 67705 | 1,196.09  |       |        |
| 78025379 | 02/02/2017 | A00200433Vibul Tangpraphaphorn, M.D.  | I0047647 | 120916   | 11000 | 352 | 5990  | 69610 | 122.00    |       |        |

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| 78025380 | 02/02/2017 | A00266720VitalSmarts                  | I0047645 | INV-US08 | 12563 | 202 | 5641 | 00000 | 5,991.23 |
|          |            |                                       |          |          | 12375 | 310 | 5641 | 69200 | 2,995.61 |
|          |            |                                       | I0047690 | INV-US08 | 12375 | 310 | 5641 | 69200 | 2,684.82 |
| 78025381 | 02/02/2017 | A00201172Waugh, Victoria A.           | I0047723 | 122116   | 39000 | 312 | 5710 | 64991 | 274.32   |
| 78025382 | 02/02/2017 | A00200355West Kern Water District     | I0047659 | 01/04/17 | 33428 | 310 | 5810 | 69200 | 164.24   |
|          |            |                                       | I0047697 | 011317   | 11000 | 432 | 5810 | 65700 | 49.63    |
|          |            |                                       |          |          | 39000 | 314 | 5810 | 64991 | 10.17    |
|          |            |                                       |          |          | 11000 | 432 | 5810 | 65700 | 24.82    |
|          |            |                                       |          |          | 39000 | 314 | 5810 | 64991 | 5.08     |
|          |            |                                       |          |          | 11000 | 432 | 5810 | 65700 | 74.47    |
|          |            |                                       |          |          | 39000 | 314 | 5810 | 64991 | 15.25    |
|          |            |                                       | I0047707 | 01/13/17 | 33428 | 310 | 5810 | 69200 | 89.72    |
| 78025383 | 02/02/2017 | A00286529West Side Family Health Care | I0047706 | 12092016 | 33428 | 310 | 5990 | 69200 | 1,707.06 |
|          |            |                                       |          |          | 33528 | 310 | 5990 | 69200 | 1,707.07 |
| 78025384 | 02/02/2017 | A00201081Westside Waste Management Co | I0047641 | 6CX60028 | 39000 | 314 | 5850 | 64991 | 92.31    |
| 78025385 | 02/02/2017 | A00264391YBP Library Services         | I0047683 | 922820   | 11000 | 203 | 6310 | 61200 | 324.56   |
| 78025386 | 02/03/2017 | A00269791Acevedo, Veronica G.         | S0037197 |          | 11000 |     | 9526 |       | 322.00   |
| 78025387 | 02/03/2017 | A00283312Armstrong, Christian N.      | S0037196 |          | 11000 |     | 9526 |       | 368.00   |
| 78025388 | 02/03/2017 | A00274224Aviles, Guadalupe            | S0037195 |          | 11000 |     | 9526 |       | 625.00   |
| 78025389 | 02/03/2017 | A00237524Beck, Victoria R.            | S0037194 |          | 11000 |     | 9526 |       | 138.00   |
| 78025390 | 02/03/2017 | A00284403Benitez, Juan C.             | S0037193 |          | 11000 |     | 9526 |       | 138.00   |
| 78025391 | 02/03/2017 | A00261130Brewer, Phillip W.           | S0037192 |          | 11000 |     | 9526 |       | 138.00   |
| 78025392 | 02/03/2017 | A00287166Brown, Alexa M.              | S0037191 |          | 11000 |     | 9526 |       | 46.00    |
| 78025393 | 02/03/2017 | A00274300Campos, Isaac                | S0037190 |          | 11000 |     | 9526 |       | 145.00   |
| 78025394 | 02/03/2017 | A00276630Castillo, James Matthew L.   | S0037189 |          | 11000 |     | 9526 |       | 138.00   |
| 78025395 | 02/03/2017 | A00286347Chavez, Margarita            | S0037188 |          | 11000 |     | 9526 |       | 230.00   |
| 78025396 | 02/03/2017 | A00251455Clayton, Alicia L.           | S0037187 |          | 11000 |     | 9526 |       | 138.00   |
| 78025397 | 02/03/2017 | A00022244Corrales, Ismael A.          | S0037186 |          | 11000 |     | 9526 |       | 138.00   |
| 78025398 | 02/03/2017 | A00284636Costello, Brian J.           | S0037185 |          | 11000 |     | 9526 |       | 460.00   |
| 78025399 | 02/03/2017 | A00288720Covarrubias, Guadalupe       | S0037184 |          | 11000 |     | 9526 |       | 92.00    |
| 78025400 | 02/03/2017 | A00280762Cox, Steven G.               | S0037183 |          | 11000 |     | 9526 |       | 230.00   |
| 78025401 | 02/03/2017 | A00011602Crane, Sean P.               | S0037182 |          | 11000 |     | 9526 |       | 138.00   |
| 78025402 | 02/03/2017 | A00276184Daredia, Sonam F.            | S0037181 |          | 11000 |     | 9526 |       | 368.00   |
| 78025403 | 02/03/2017 | A00280925DeFreece, Hayden A.          | S0037180 |          | 11000 |     | 9526 |       | 138.00   |
| 78025404 | 02/03/2017 | A00286501Dougan, Jasmine K.           | S0037179 |          | 11000 |     | 9526 |       | 276.00   |
| 78025405 | 02/03/2017 | A00284680Eldredge, Max D.             | S0037178 |          | 11000 |     | 9526 |       | 184.00   |
| 78025406 | 02/03/2017 | A00279515Estrada, Megan C.            | S0037198 |          | 11000 |     | 9526 |       | 138.00   |
| 78025407 | 02/03/2017 | A00276237Farris, Ryan M.              | S0037177 |          | 11000 |     | 9526 |       | 92.00    |
| 78025408 | 02/03/2017 | A00228805Fernandez, Sujey S.          | S0037176 |          | 11000 |     | 9526 |       | 368.00   |
| 78025409 | 02/03/2017 | A00274599Fraire Vidal, Jesus          | S0037175 |          | 11000 |     | 9526 |       | 150.00   |
| 78025410 | 02/03/2017 | A00275488Garner, Keoni K.             | S0037174 |          | 11000 |     | 9526 |       | 184.00   |
| 78025411 | 02/03/2017 | A00284001Gilbert, Lauren A.           | S0037173 |          | 11000 |     | 9526 |       | 350.00   |
| 78025412 | 02/03/2017 | A00266980Gomez, Carolina              | S0037199 |          | 11000 |     | 9526 |       | 625.00   |
| 78025413 | 02/03/2017 | A00210492Guggemos, Laura M.           | S0037172 |          | 11000 |     | 9526 |       | 460.00   |
| 78025414 | 02/03/2017 | A00277125Harvey, Emily R.             | S0037171 |          | 11000 |     | 9526 |       | 230.00   |
| 78025415 | 02/03/2017 | A00288763Hernandez, Robert            | S0037170 |          | 11000 |     | 9526 |       | 138.00   |
| 78025416 | 02/03/2017 | A00282621Hernandez, Roman R.          | S0037169 |          | 11000 |     | 9526 |       | 368.00   |
| 78025417 | 02/03/2017 | A00231257Hernandez, Sandy R.          | S0037168 |          | 11000 |     | 9526 |       | 184.00   |
| 78025418 | 02/03/2017 | A00286891Huerta, Michael              | S0037167 |          | 11000 |     | 9526 |       | 276.00   |
| 78025419 | 02/03/2017 | A00284862Irvin, Dereck C.             | S0037166 |          | 11000 |     | 9526 |       | 253.00   |
| 78025420 | 02/03/2017 | A00288715Jackson, Taryn K.            | S0037165 |          | 11000 |     | 9526 |       | 138.00   |

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| 78025421 | 02/03/2017 | A00260809 | Jasso, Sara D.             | S0037164 | 11000 | 9526 | 299.00 |
| 78025422 | 02/03/2017 | A00286294 | Kaur, Harmeen              | S0037163 | 11000 | 9526 | 276.00 |
| 78025423 | 02/03/2017 | A00250430 | Kirby, Michelle H.         | S0037162 | 11000 | 9526 | 322.00 |
| 78025424 | 02/03/2017 | A00283998 | Komaromi, Cole J.          | S0037161 | 11000 | 9526 | 46.00  |
| 78025425 | 02/03/2017 | A00271140 | Lackey, Taylor C.          | S0037160 | 11000 | 9526 | 782.00 |
| 78025426 | 02/03/2017 | A00279585 | Lehman, Charles F.         | S0037159 | 11000 | 9526 | 230.00 |
| 78025427 | 02/03/2017 | A00253048 | Lehman, Wyatt A.           | S0037158 | 11000 | 9526 | 184.00 |
| 78025428 | 02/03/2017 | A00002315 | Lucas, Cherie A.           | S0037157 | 11000 | 9526 | 184.00 |
| 78025429 | 02/03/2017 | A00274264 | Luebano, Savannah N.       | S0037156 | 11000 | 9526 | 46.00  |
| 78025430 | 02/03/2017 | A00202662 | Marsh, Sara J.             | S0037155 | 11000 | 9526 | 138.00 |
| 78025431 | 02/03/2017 | A00276852 | Martinez, Luis J.          | S0037154 | 11000 | 9526 | 150.00 |
| 78025432 | 02/03/2017 | A00287342 | Maxey, David J.            | S0037153 | 11000 | 9526 | 138.00 |
| 78025433 | 02/03/2017 | A00002967 | McKinley, John A.          | S0037152 | 11000 | 9526 | 138.00 |
| 78025434 | 02/03/2017 | A00280279 | Medina, Carlos             | S0037151 | 11000 | 9526 | 138.00 |
| 78025435 | 02/03/2017 | A00251348 | Melton, Mariah K.          | S0037150 | 11000 | 9526 | 184.00 |
| 78025436 | 02/03/2017 | A00268705 | Monroe, Shawna J.          | S0037149 | 11000 | 9526 | 138.00 |
| 78025437 | 02/03/2017 | A00241095 | Monsalve, Jose E.          | S0037148 | 11000 | 9526 | 92.00  |
| 78025438 | 02/03/2017 | A00267140 | Montoy, Ricardo            | S0037147 | 11000 | 9526 | 125.00 |
| 78025439 | 02/03/2017 | A00274526 | Muniz, Brandon A.          | S0037146 | 11000 | 9526 | 138.00 |
| 78025440 | 02/03/2017 | A00276412 | Nistor, Chase R.           | S0037145 | 11000 | 9526 | 46.00  |
| 78025441 | 02/03/2017 | A00201484 | Okolonwamu, Nwabuike       | S0037144 | 11000 | 9526 | 184.00 |
| 78025442 | 02/03/2017 | A00241715 | Parker, Stephanie M.       | S0037143 | 11000 | 9526 | 368.00 |
| 78025443 | 02/03/2017 | A00287243 | Parra, Maria S.            | S0037142 | 11000 | 9526 | 46.00  |
| 78025444 | 02/03/2017 | A00276315 | Perez, Javier A.           | S0037141 | 11000 | 9526 | 46.00  |
| 78025445 | 02/03/2017 | A00277209 | Perez, Miguel F.           | S0037140 | 11000 | 9526 | 322.00 |
| 78025446 | 02/03/2017 | A00260174 | Ponce, Desiree G.          | S0037139 | 11000 | 9526 | 230.00 |
| 78025447 | 02/03/2017 | A00231772 | Porter, Gary L.            | S0037138 | 11000 | 9526 | 138.00 |
| 78025448 | 02/03/2017 | A00281449 | Quintero, Crystal R.       | S0037137 | 11000 | 9526 | 138.00 |
| 78025449 | 02/03/2017 | A00280634 | Quiring, Jamey A.          | S0037136 | 11000 | 9526 | 184.00 |
| 78025450 | 02/03/2017 | A00242950 | Reed, Michael L.           | S0037135 | 11000 | 9526 | 276.00 |
| 78025451 | 02/03/2017 | A00074285 | Resendis, Miriam           | S0037134 | 11000 | 9526 | 138.00 |
| 78025452 | 02/03/2017 | A00276853 | Robles, Fernando B.        | S0037133 | 11000 | 9526 | 150.00 |
| 78025453 | 02/03/2017 | A00283384 | Rodriguez-Medrano, Fabiola | S0037132 | 11000 | 9526 | 771.00 |
| 78025454 | 02/03/2017 | A00275938 | Roman, Fabian A.           | S0037131 | 11000 | 9526 | 150.00 |
| 78025455 | 02/03/2017 | A00284843 | Romero Galo, Marta I.      | S0037130 | 11000 | 9526 | 385.50 |
| 78025456 | 02/03/2017 | A00277480 | Sandoval, Maria M.         | S0037129 | 11000 | 9526 | 276.00 |
| 78025457 | 02/03/2017 | A00282099 | Scott, Jonah D.            | S0037128 | 11000 | 9526 | 138.00 |
| 78025458 | 02/03/2017 | A00281442 | Shelton, Paul G.           | S0037127 | 11000 | 9526 | 184.00 |
| 78025459 | 02/03/2017 | A00280100 | Silva, Alexis B.           | S0037126 | 11000 | 9526 | 46.00  |
| 78025460 | 02/03/2017 | A00275779 | Singh, Harinder            | S0037125 | 11000 | 9526 | 138.00 |
| 78025461 | 02/03/2017 | A00281362 | South, Shelby J.           | S0037124 | 11000 | 9526 | 138.00 |
| 78025462 | 02/03/2017 | A00288424 | Steen, Joshua D.           | S0037123 | 11000 | 9526 | 150.00 |
| 78025463 | 02/03/2017 | A00037801 | Sterling, Benjamin         | S0037122 | 11000 | 9526 | 460.00 |
| 78025464 | 02/03/2017 | A00238478 | Tirupasadur, Anuradha      | S0037121 | 11000 | 9526 | 414.00 |
| 78025465 | 02/03/2017 | A00279210 | Toro, Cassandra I.         | S0037120 | 11000 | 9526 | 736.00 |
| 78025466 | 02/03/2017 | A00280578 | Valles, Gabriella J.       | S0037119 | 11000 | 9526 | 138.00 |
| 78025467 | 02/03/2017 | A00283743 | Vasquez, Desteny A.        | S0037118 | 11000 | 9526 | 598.00 |
| 78025468 | 02/03/2017 | A00276370 | Vega, Alicia N.            | S0037117 | 11000 | 9526 | 552.00 |
| 78025469 | 02/03/2017 | A00243258 | Villalobos, Yvonne M.      | S0037116 | 11000 | 9526 | 138.00 |
| 78025470 | 02/03/2017 | A00277853 | Vincent, Brandon G.        | S0037115 | 11000 | 9526 | 276.00 |
| 78025471 | 02/03/2017 | A00283229 | Wiley, Thomas A.           | S0037200 | 11000 | 9526 | 322.00 |



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| 78025472 | 02/03/2017 | A00277113 | Wilson, Dayton R.          | S0037114 | 11000 | 9526 | 243.50   |
| 78025473 | 02/03/2017 | A00278281 | Young, Carly S.            | S0037113 | 11000 | 9526 | 46.00    |
| 78025474 | 02/03/2017 | A00273137 | Zacarias, Juliana C.       | S0037112 | 11000 | 9526 | 276.00   |
| 78025475 | 02/03/2017 | A00269675 | Zaninovich, Keri J.        | S0037111 | 11000 | 9526 | 184.00   |
| 78025476 | 02/07/2017 | A00285759 | Abney, Alyssa R.           | S0037345 | 11000 | 9526 | 830.90   |
| 78025477 | 02/07/2017 | A00269628 | Aldstadt, Amber L.         | S0037344 | 11000 | 9526 | 1,163.93 |
| 78025478 | 02/07/2017 | A00267662 | Almaguer, Jasmin           | S0037343 | 11000 | 9526 | 1,233.14 |
| 78025479 | 02/07/2017 | A00276884 | Alvarez, Jasmine G.        | S0037342 | 11000 | 9526 | 1,441.00 |
| 78025480 | 02/07/2017 | A00279208 | Alvarez, Veronica          | S0037341 | 11000 | 9526 | 1,215.88 |
| 78025481 | 02/07/2017 | A00272569 | Alvarez, Vicky             | S0037340 | 11000 | 9526 | 1,454.00 |
| 78025482 | 02/07/2017 | A00275202 | Amason, Tyler G.           | S0037339 | 11000 | 9526 | 193.49   |
| 78025483 | 02/07/2017 | A00260515 | Anfield, Leslie D.         | S0037338 | 11000 | 9526 | 1,057.70 |
| 78025484 | 02/07/2017 | A00280584 | Apodaca, Brittany A.       | S0037220 | 11000 | 9526 | 0.10     |
|          |            |           |                            | S0037221 | 11000 | 9526 | 401.84   |
|          |            |           |                            | S0037222 | 11000 | 9526 | 87.00    |
| 78025485 | 02/07/2017 | A00258393 | Apostol, Bernaflor S.      | S0037337 | 11000 | 9526 | 165.15   |
| 78025486 | 02/07/2017 | A00274947 | Aragon, Omar               | S0037336 | 11000 | 9526 | 95.46    |
| 78025487 | 02/07/2017 | A00203735 | Aragon, Rocio              | S0037335 | 11000 | 9526 | 364.00   |
| 78025488 | 02/07/2017 | A00281460 | Arguello, Alejandro        | S0037334 | 11000 | 9526 | 1,145.56 |
| 78025489 | 02/07/2017 | A00274411 | Arguello, Armando          | S0037333 | 11000 | 9526 | 1,091.00 |
| 78025490 | 02/07/2017 | A00280899 | Arredondo, Jorge           | S0037313 | 11000 | 9526 | 364.00   |
| 78025491 | 02/07/2017 | A00263742 | Attwell, Mary A.           | S0037312 | 11000 | 9526 | 1,454.00 |
| 78025492 | 02/07/2017 | A00267253 | Avalos, Juan M.            | S0037311 | 11000 | 9526 | 567.93   |
| 78025493 | 02/07/2017 | A00260621 | Ayala, Valerie R.          | S0037310 | 11000 | 9526 | 459.00   |
| 78025494 | 02/07/2017 | A00243406 | Bader, Nickolaus J.        | S0037309 | 11000 | 9526 | 204.00   |
| 78025495 | 02/07/2017 | A00272373 | Badillo, Luis A.           | S0037308 | 11000 | 9526 | 1,263.32 |
| 78025496 | 02/07/2017 | A00251104 | Barboza Garcia, Jessica    | S0037307 | 11000 | 9526 | 669.00   |
| 78025497 | 02/07/2017 | A00031448 | Barrett, Karen L.          | S0037306 | 11000 | 9526 | 1,063.00 |
| 78025498 | 02/07/2017 | A00286386 | Barton, Kaleb A.           | S0037305 | 11000 | 9526 | 1,007.55 |
| 78025499 | 02/07/2017 | A00278636 | Beiza, Linda S.            | S0037304 | 11000 | 9526 | 727.00   |
| 78025500 | 02/07/2017 | A00288101 | Bell, Eden A.              | S0037303 | 11000 | 9526 | 321.00   |
| 78025501 | 02/07/2017 | A00261400 | Beltran, Michael           | S0037302 | 11000 | 9526 | 981.65   |
| 78025502 | 02/07/2017 | A00286334 | Berber Martinez, Margarita | S0037301 | 11000 | 9526 | 1,091.00 |
| 78025503 | 02/07/2017 | A00286333 | Berber Martinez, Tanya     | S0037300 | 11000 | 9526 | 1,081.00 |
| 78025504 | 02/07/2017 | A00283158 | Bermudez, Israel M.        | S0037299 | 11000 | 9526 | 1,216.00 |
| 78025505 | 02/07/2017 | A00282840 | Black, Raven Y.            | S0037298 | 11000 | 9526 | 1,199.99 |
| 78025506 | 02/07/2017 | A00263848 | Blakely, Jason M.          | S0037297 | 11000 | 9526 | 364.00   |
| 78025507 | 02/07/2017 | A00285062 | Blakeslee, Hannah B.       | S0037296 | 11000 | 9526 | 766.00   |
| 78025508 | 02/07/2017 | A00273795 | Bohannon Jr, Scott A.      | S0037295 | 11000 | 9526 | 1,014.55 |
| 78025509 | 02/07/2017 | A00256929 | Bonilla, Patricia          | S0037277 | 11000 | 9526 | 311.00   |
| 78025510 | 02/07/2017 | A00281792 | Borrecco, Madison R.       | S0037276 | 11000 | 9526 | 866.00   |
| 78025511 | 02/07/2017 | A00279205 | Breslin, Brooklyn L.       | S0037275 | 11000 | 9526 | 416.00   |
| 78025512 | 02/07/2017 | A00279236 | Brockett, Breanna J.       | S0037274 | 11000 | 9526 | 364.00   |
| 78025513 | 02/07/2017 | A00287947 | Brown, Nathan J.           | S0037273 | 11000 | 9526 | 1,207.51 |
| 78025514 | 02/07/2017 | A00280868 | Brush, Zachary J.          | S0037272 | 11000 | 9526 | 989.13   |
| 78025515 | 02/07/2017 | A00284325 | Burgos, Victoria           | S0037219 | 11000 | 9526 | 941.00   |
| 78025516 | 02/07/2017 | A00085578 | Burkhart, Annemarie        | S0037271 | 11000 | 9526 | 1,454.00 |
| 78025517 | 02/07/2017 | A00262728 | Burruss, Jerry D.          | S0037270 | 11000 | 9526 | 497.09   |
| 78025518 | 02/07/2017 | A00267405 | Cabral Rojas, Myrka        | S0037269 | 11000 | 9526 | 192.00   |
| 78025519 | 02/07/2017 | A00273894 | Cabrera, Guadalupe         | S0037268 | 11000 | 9526 | 1,191.00 |
| 78025520 | 02/07/2017 | A00286304 | Cain, Lacy R.              | S0037267 | 11000 | 9526 | 1,163.70 |

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| 78025521 | 02/07/2017 | A00081723Calderon, Adriana          | S0037266 | 11000 | 9526 | 364.00   |
| 78025522 | 02/07/2017 | A00279254Camacho, Francisco J.      | S0037265 | 11000 | 9526 | 475.61   |
| 78025523 | 02/07/2017 | A00262181Camacho, Maria D.          | S0037264 | 11000 | 9526 | 1,227.63 |
| 78025524 | 02/07/2017 | A00260230Cameron, Anthony J.        | S0037263 | 11000 | 9526 | 1,070.95 |
| 78025525 | 02/07/2017 | A00282554Campbell, Branden          | S0037262 | 11000 | 9526 | 1,091.00 |
| 78025526 | 02/07/2017 | A00276996Canfield, Tyson R.         | S0037261 | 11000 | 9526 | 1,454.00 |
| 78025527 | 02/07/2017 | A00276449Carrillo, Sarai            | S0037260 | 11000 | 9526 | 966.00   |
| 78025528 | 02/07/2017 | A00280827Castaneda, Jose C.         | S0037259 | 11000 | 9526 | 1,363.99 |
| 78025529 | 02/07/2017 | A00283946Castillo, Maricela         | S0037258 | 11000 | 9526 | 721.40   |
| 78025530 | 02/07/2017 | A00283352Castillo, Veronica         | S0037257 | 11000 | 9526 | 850.83   |
| 78025531 | 02/07/2017 | A00272719Castro, Bianca M.          | S0037256 | 11000 | 9526 | 364.00   |
| 78025532 | 02/07/2017 | A00279234Cervantes Figueroa, Alexis | S0037588 | 11000 | 9526 | 1,065.23 |
| 78025533 | 02/07/2017 | A00260077Chamberlain, Cynthia J.    | S0037587 | 11000 | 9526 | 364.00   |
| 78025534 | 02/07/2017 | A00246821Chavez, Amy C.             | S0037586 | 11000 | 9526 | 1,454.00 |
| 78025535 | 02/07/2017 | A00284937Chavez, Emmanuel           | S0037585 | 11000 | 9526 | 996.78   |
| 78025536 | 02/07/2017 | A00271137Chavez, Gilberto J.        | S0037584 | 11000 | 9526 | 124.14   |
| 78025537 | 02/07/2017 | A00102809Chitwood, Chad             | S0037583 | 11000 | 9526 | 1,360.74 |
| 78025538 | 02/07/2017 | A00284641Choate, Rikki L.           | S0037582 | 11000 | 9526 | 1,058.66 |
| 78025539 | 02/07/2017 | A00276937Clark, Huston D.           | S0037581 | 11000 | 9526 | 1,454.00 |
| 78025540 | 02/07/2017 | A00071962Clark, Jimmy L.            | S0037580 | 11000 | 9526 | 236.00   |
| 78025541 | 02/07/2017 | A00274797Clayton, Patricia P.       | S0037579 | 11000 | 9526 | 364.00   |
| 78025542 | 02/07/2017 | A00280655Cockren, Rhiannon S.       | S0037578 | 11000 | 9526 | 727.00   |
| 78025543 | 02/07/2017 | A00280664Colchado, Pablo            | S0037577 | 11000 | 9526 | 1,357.54 |
| 78025544 | 02/07/2017 | A00269488Colotl, Yvette             | S0037576 | 11000 | 9526 | 666.23   |
| 78025545 | 02/07/2017 | A00026502Conway, April              | S0037575 | 11000 | 9526 | 634.00   |
| 78025546 | 02/07/2017 | A00247502Cross, Kylie A.            | S0037574 | 11000 | 9526 | 622.44   |
| 78025547 | 02/07/2017 | A00271188Cruz, Alex                 | S0037573 | 11000 | 9526 | 371.00   |
| 78025548 | 02/07/2017 | A00269101Cruz, Karina               | S0037572 | 11000 | 9526 | 1,091.00 |
| 78025549 | 02/07/2017 | A00242674Culbertson, Chelsey D.     | S0037571 | 11000 | 9526 | 727.00   |
| 78025550 | 02/07/2017 | A00254293Cushman, Corey             | S0037570 | 11000 | 9526 | 1,166.00 |
| 78025551 | 02/07/2017 | A00259260Daniels, Jammie L.         | S0037569 | 11000 | 9526 | 554.00   |
| 78025552 | 02/07/2017 | A00284073Davis, Maricela I.         | S0037551 | 11000 | 9526 | 727.00   |
| 78025553 | 02/07/2017 | A00267075Denney, Hope S.            | S0037550 | 11000 | 9526 | 364.00   |
| 78025554 | 02/07/2017 | A00087510DesLaurier, Debra O.       | S0037549 | 11000 | 9526 | 968.37   |
| 78025555 | 02/07/2017 | A00281025Devine, Delya J.           | S0037548 | 11000 | 9526 | 959.41   |
| 78025556 | 02/07/2017 | A00274885Diaz, Sandy V.             | S0037547 | 11000 | 9526 | 1,081.00 |
| 78025557 | 02/07/2017 | A00259553Dominguez Cruz, Alondra    | S0037217 | 11000 | 9526 | 1,454.00 |
|          |            |                                     | S0037218 | 11000 | 9526 | 2,433.82 |
| 78025558 | 02/07/2017 | A00283082Dow, Joshua B.             | S0037546 | 11000 | 9526 | 364.00   |
| 78025559 | 02/07/2017 | A00267324Duff, Nicholas R.          | S0037216 | 11000 | 9526 | 1,441.00 |
| 78025560 | 02/07/2017 | A00247708Edwards, Sidney D.         | S0037545 | 11000 | 9526 | 666.00   |
| 78025561 | 02/07/2017 | A00280607Egbert-Smith, Casey L.     | S0037544 | 11000 | 9526 | 484.37   |
| 78025562 | 02/07/2017 | A00279053Escobedo, Jorge            | S0037543 | 11000 | 9526 | 126.58   |
| 78025563 | 02/07/2017 | A00282038Espino, Evelyn S.          | S0037542 | 11000 | 9526 | 727.00   |
| 78025564 | 02/07/2017 | A00275472Espino, Henry O.           | S0037541 | 11000 | 9526 | 1,091.00 |
| 78025565 | 02/07/2017 | A00283194Evertse, Ryan B.           | S0037540 | 11000 | 9526 | 866.95   |
| 78025566 | 02/07/2017 | A00276919Ewing, Jacob A.            | S0037539 | 11000 | 9526 | 1,116.00 |
| 78025567 | 02/07/2017 | A00279568Farmer, Franklin W.        | S0037538 | 11000 | 9526 | 1,454.00 |
| 78025568 | 02/07/2017 | A00284601Faulkner, Kanisha A.       | S0037537 | 11000 | 9526 | 866.00   |
| 78025569 | 02/07/2017 | A00253603Fearon, Zackary A.         | S0037536 | 11000 | 9526 | 329.00   |
| 78025570 | 02/07/2017 | A00273393Fernandez, Pedro           | S0037535 | 11000 | 9526 | 1,454.00 |

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| 78025571 | 02/07/2017 | A00269389 | Fien, Lynn M.                | S0037534 | 11000 | 9526 | 516.00   |
| 78025572 | 02/07/2017 | A00206035 | Fink, Chris J.               | S0037533 | 11000 | 9526 | 364.00   |
| 78025573 | 02/07/2017 | A00246692 | Flores, Adriana C.           | S0037532 | 11000 | 9526 | 1,454.00 |
| 78025574 | 02/07/2017 | A00286261 | Flores, Andrea               | S0037531 | 11000 | 9526 | 716.00   |
| 78025575 | 02/07/2017 | A00279271 | Flores, Ilse N.              | S0037530 | 11000 | 9526 | 832.27   |
| 78025576 | 02/07/2017 | A00283128 | Flores, Jessica Paola Z.     | S0037529 | 11000 | 9526 | 434.00   |
| 78025577 | 02/07/2017 | A00273351 | Flores, Laura B.             | S0037528 | 11000 | 9526 | 1,366.00 |
| 78025578 | 02/07/2017 | A00269679 | Flores, Marcos J.            | S0037527 | 11000 | 9526 | 361.00   |
| 78025579 | 02/07/2017 | A00227652 | Flores, Rigoberto            | S0037526 | 11000 | 9526 | 1,442.00 |
| 78025580 | 02/07/2017 | A00286862 | Floyd, Ryanna F.             | S0037525 | 11000 | 9526 | 1,454.00 |
| 78025581 | 02/07/2017 | A00282045 | Gaitan, Miguel A.            | S0037215 | 11000 | 9526 | 1,091.00 |
| 78025582 | 02/07/2017 | A00228467 | Gallatin, Morgan             | S0037524 | 11000 | 9526 | 1,454.00 |
| 78025583 | 02/07/2017 | A00279244 | Galvan, Joaquin              | S0037523 | 11000 | 9526 | 1,113.93 |
| 78025584 | 02/07/2017 | A00212355 | Gantong, Michael E.          | S0037522 | 11000 | 9526 | 1,454.00 |
| 78025585 | 02/07/2017 | A00210166 | Garcia, Gabriela E.          | S0037521 | 11000 | 9526 | 388.00   |
| 78025586 | 02/07/2017 | A00249816 | Garcia, Janette              | S0037520 | 11000 | 9526 | 221.00   |
| 78025587 | 02/07/2017 | A00283852 | Garcia, Mayra B.             | S0037519 | 11000 | 9526 | 1,454.00 |
| 78025588 | 02/07/2017 | A00280623 | Garcia, Patricia             | S0037518 | 11000 | 9526 | 1,454.00 |
| 78025589 | 02/07/2017 | A00281065 | Garcia Ambriz, Isabel        | S0037517 | 11000 | 9526 | 701.69   |
| 78025590 | 02/07/2017 | A00278511 | Garza, Lorena I.             | S0037516 | 11000 | 9526 | 477.00   |
| 78025591 | 02/07/2017 | A00266907 | Gattuso, Guy J.              | S0037515 | 11000 | 9526 | 950.00   |
| 78025592 | 02/07/2017 | A00279275 | Gee, Julie L.                | S0037514 | 11000 | 9526 | 641.00   |
| 78025593 | 02/07/2017 | A00281024 | Gibson, Christian T.         | S0037513 | 11000 | 9526 | 1,179.53 |
| 78025594 | 02/07/2017 | A00267698 | Gil Gonsalez, Anaiz          | S0037512 | 11000 | 9526 | 727.00   |
| 78025595 | 02/07/2017 | A00276452 | Gilkerson, Eleisha           | S0037214 | 11000 | 9526 | 1,454.00 |
| 78025596 | 02/07/2017 | A00233925 | Gill, Simarjot S.            | S0037511 | 11000 | 9526 | 1,454.00 |
| 78025597 | 02/07/2017 | A00282606 | Gilmore, Lindsay M.          | S0037510 | 11000 | 9526 | 51.51    |
| 78025598 | 02/07/2017 | A00274499 | Godinez, Mariela             | S0037509 | 11000 | 9526 | 191.00   |
| 78025599 | 02/07/2017 | A00088056 | Gomez, Marlene J.            | S0037213 | 11000 | 9526 | 308.00   |
| 78025600 | 02/07/2017 | A00259631 | Gomez, Noemi E.              | S0037508 | 11000 | 9526 | 1,177.49 |
| 78025601 | 02/07/2017 | A00280398 | Gomez Calderon, Maria G.     | S0037507 | 11000 | 9526 | 727.00   |
| 78025602 | 02/07/2017 | A00282050 | Gonzalez, Marilynn           | S0037506 | 11000 | 9526 | 1,000.92 |
| 78025603 | 02/07/2017 | A00242224 | Gonzalez, Martha             | S0037505 | 11000 | 9526 | 491.00   |
| 78025604 | 02/07/2017 | A00284063 | Gonzalez, Natalie R.         | S0037504 | 11000 | 9526 | 1,454.00 |
| 78025605 | 02/07/2017 | A00259116 | Gonzalez-Magallanes, Jesus O | S0037503 | 11000 | 9526 | 1,401.08 |
| 78025606 | 02/07/2017 | A00276481 | Greppin, Lauren              | S0037212 | 11000 | 9526 | 1,454.00 |
| 78025607 | 02/07/2017 | A00276482 | Greppin, Russell             | S0037211 | 11000 | 9526 | 1,454.00 |
| 78025608 | 02/07/2017 | A00281602 | Gunter, Holly D.             | S0037502 | 11000 | 9526 | 17.68    |
| 78025609 | 02/07/2017 | A00267785 | Gutierrez, Jonathon A.       | S0037501 | 11000 | 9526 | 616.00   |
| 78025610 | 02/07/2017 | A00228603 | Gutierrez, Victor M.         | S0037500 | 11000 | 9526 | 1,454.00 |
| 78025611 | 02/07/2017 | A00281840 | Guzman, Jennifer             | S0037209 | 11000 | 9526 | 531.15   |
|          |            |           |                              | S0037210 | 11000 | 9526 | 250.00   |
| 78025612 | 02/07/2017 | A00279303 | Hammond, Rosalyn N.          | S0037499 | 11000 | 9526 | 1,454.00 |
| 78025613 | 02/07/2017 | A00265402 | Harmer, Kyndal R.            | S0037498 | 11000 | 9526 | 1,341.00 |
| 78025614 | 02/07/2017 | A00233818 | Harris, Ceann L.             | S0037497 | 11000 | 9526 | 816.00   |
| 78025615 | 02/07/2017 | A00266854 | Harrison, Dannika L.         | S0037496 | 11000 | 9526 | 1,454.00 |
| 78025616 | 02/07/2017 | A00226687 | Harte, Dylan                 | S0037495 | 11000 | 9526 | 1,166.00 |
| 78025617 | 02/07/2017 | A00275461 | Hartman, Jessica E.          | S0037494 | 11000 | 9526 | 1,454.00 |
| 78025618 | 02/07/2017 | A00280854 | Hernandez, Adriana D.        | S0037493 | 11000 | 9526 | 1,154.00 |
| 78025619 | 02/07/2017 | A00276916 | Hernandez, Gloria R.         | S0037492 | 11000 | 9526 | 727.00   |
| 78025620 | 02/07/2017 | A00286408 | Hernandez, Gricelda          | S0037491 | 11000 | 9526 | 317.00   |

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| 78025621 | 02/07/2017 | A00241350Hernandez, Isabel A.      | S0037490 | 11000 | 9526 | 1,359.20 |
| 78025622 | 02/07/2017 | A00274418Hernandez, Julie          | S0037489 | 11000 | 9526 | 1,431.03 |
| 78025623 | 02/07/2017 | A00280660Hernandez, Luis A.        | S0037208 | 11000 | 9526 | 727.00   |
| 78025624 | 02/07/2017 | A00274747Hernandez, Maria I.       | S0037488 | 11000 | 9526 | 1,339.21 |
| 78025625 | 02/07/2017 | A00280365Hernandez, Nikki          | S0037487 | 11000 | 9526 | 364.00   |
| 78025626 | 02/07/2017 | A00280777Hernandez, Savannah       | S0037486 | 11000 | 9526 | 161.00   |
| 78025627 | 02/07/2017 | A00265921Herrera, Oscar R.         | S0037485 | 11000 | 9526 | 266.00   |
| 78025628 | 02/07/2017 | A00279095Hill, Aidan M.            | S0037484 | 11000 | 9526 | 1,221.46 |
| 78025629 | 02/07/2017 | A00252648Hill, Donovan A.          | S0037483 | 11000 | 9526 | 818.86   |
| 78025630 | 02/07/2017 | A00275477Hoxsie, Leah L.           | S0037482 | 11000 | 9526 | 1,091.00 |
| 78025631 | 02/07/2017 | A00280640Huizar, Alexander         | S0037481 | 11000 | 9526 | 1,454.00 |
| 78025632 | 02/07/2017 | A00276491Hurst, Mark               | S0037207 | 11000 | 9526 | 1,454.00 |
| 78025633 | 02/07/2017 | A00283304Ibarra, Luz M.            | S0037480 | 11000 | 9526 | 1,006.00 |
| 78025634 | 02/07/2017 | A00271213Iniguez, Noah R.          | S0037205 | 11000 | 9526 | 290.34   |
|          |            |                                    | S0037206 | 11000 | 9526 | 1,454.00 |
| 78025635 | 02/07/2017 | A00073229Jackson, Leticia D.       | S0037479 | 11000 | 9526 | 521.00   |
| 78025636 | 02/07/2017 | A00268319Jarman, Allison B.        | S0037478 | 11000 | 9526 | 727.00   |
| 78025637 | 02/07/2017 | A00210526Jenkins, Stacy A.         | S0037477 | 11000 | 9526 | 384.80   |
| 78025638 | 02/07/2017 | A00284604Jennings, TeJianique M.   | S0037476 | 11000 | 9526 | 677.30   |
| 78025639 | 02/07/2017 | A00287178Johnsen, Andrew J.        | S0037475 | 11000 | 9526 | 727.00   |
| 78025640 | 02/07/2017 | A00244047Johnson, Anna M.          | S0037474 | 11000 | 9526 | 727.00   |
| 78025641 | 02/07/2017 | A00279260Johnson, Cody A.          | S0037204 | 11000 | 9526 | 335.46   |
| 78025642 | 02/07/2017 | A00275846Johnston, Allison J.      | S0037473 | 11000 | 9526 | 1,166.00 |
| 78025643 | 02/07/2017 | A00265946Kelley, Kayla L.          | S0037472 | 11000 | 9526 | 639.87   |
| 78025644 | 02/07/2017 | A00279456Kellingsworth, Ashlee M.  | S0037471 | 11000 | 9526 | 1,275.37 |
| 78025645 | 02/07/2017 | A00280953Khaira, Bhavanjeet S.     | S0037470 | 11000 | 9526 | 502.50   |
| 78025646 | 02/07/2017 | A00282273King, Autumn B.           | S0037469 | 11000 | 9526 | 1,454.00 |
| 78025647 | 02/07/2017 | A00277860Lam, Marvin N.            | S0037468 | 11000 | 9526 | 1,454.00 |
| 78025648 | 02/07/2017 | A00267907Lamas, Elijah             | S0037467 | 11000 | 9526 | 635.91   |
| 78025649 | 02/07/2017 | A00275237Lara-Lozano, Alonso       | S0037466 | 11000 | 9526 | 378.29   |
| 78025650 | 02/07/2017 | A00281998Leal Ruiz, Merriam        | S0037465 | 11000 | 9526 | 1,454.00 |
| 78025651 | 02/07/2017 | A00275793Lee, Jamie Y.             | S0037464 | 11000 | 9526 | 1,081.00 |
| 78025652 | 02/07/2017 | A00267769Leon, Yesenia             | S0037463 | 11000 | 9526 | 516.00   |
| 78025653 | 02/07/2017 | A00228820Lister, Brian M.          | S0037462 | 11000 | 9526 | 538.00   |
| 78025654 | 02/07/2017 | A00262881Lopez, Ana M.             | S0037461 | 11000 | 9526 | 90.05    |
| 78025655 | 02/07/2017 | A00267453Lopez, Jazmin             | S0037460 | 11000 | 9526 | 1,412.53 |
| 78025656 | 02/07/2017 | A00280473Lopez, Melissa            | S0037459 | 11000 | 9526 | 266.00   |
| 78025657 | 02/07/2017 | A00284428Lopez, Soraya E.          | S0037458 | 11000 | 9526 | 721.00   |
| 78025658 | 02/07/2017 | A00287160Lopez, Vanesa             | S0037457 | 11000 | 9526 | 727.00   |
| 78025659 | 02/07/2017 | A00258948Lopez Lopez, Uriel A.     | S0037456 | 11000 | 9526 | 1,120.53 |
| 78025660 | 02/07/2017 | A00269928Lopezgastelum, Crisjen A. | S0037455 | 11000 | 9526 | 868.31   |
| 78025661 | 02/07/2017 | A00272476Lozano, Ruby              | S0037454 | 11000 | 9526 | 1,269.16 |
| 78025662 | 02/07/2017 | A00281958Magana, Jessica T.        | S0037453 | 11000 | 9526 | 516.00   |
| 78025663 | 02/07/2017 | A00278693Maldonado, Gabrielle A.   | S0037202 | 11000 | 9526 | 1,454.00 |
|          |            |                                    | S0037203 | 11000 | 9526 | 2,180.00 |
| 78025664 | 02/07/2017 | A00280094Marquez, Carissa M.       | S0037452 | 11000 | 9526 | 441.00   |
| 78025665 | 02/07/2017 | A00265224Marquez, Christina G.     | S0037451 | 11000 | 9526 | 434.00   |
| 78025666 | 02/07/2017 | A00102936Martin, Carolina          | S0037450 | 11000 | 9526 | 1,154.00 |
| 78025667 | 02/07/2017 | A00279416Martinez, Dulcell I.      | S0037449 | 11000 | 9526 | 934.59   |
| 78025668 | 02/07/2017 | A00276852Martinez, Luis J.         | S0037448 | 11000 | 9526 | 1,454.00 |
| 78025669 | 02/07/2017 | A00279070Martinez, Salvador        | S0037223 | 11000 | 9526 | 363.00   |

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| 78025670 | 02/07/2017 | A00281355Martinez, Victoria A.  | S0037447 | 11000 | 9526 | 866.00   |
| 78025671 | 02/07/2017 | A00270511Martinez, Yvonne S.    | S0037446 | 11000 | 9526 | 364.00   |
| 78025672 | 02/07/2017 | A00281119Massie, Dakotah R.     | S0037445 | 11000 | 9526 | 1,454.00 |
| 78025673 | 02/07/2017 | A00286489McColgan, Thomas C.    | S0037444 | 11000 | 9526 | 1,324.33 |
| 78025674 | 02/07/2017 | A00275931McMahon, Megan H.      | S0037443 | 11000 | 9526 | 1,454.00 |
| 78025675 | 02/07/2017 | A00247329Medina, Alondra G.     | S0037442 | 11000 | 9526 | 364.00   |
| 78025676 | 02/07/2017 | A00280974Medina, Damian X.      | S0037441 | 11000 | 9526 | 1,454.00 |
| 78025677 | 02/07/2017 | A00284794Medlock, Kristina M.   | S0037440 | 11000 | 9526 | 1,454.00 |
| 78025678 | 02/07/2017 | A00280643Mendez, Ivan           | S0037439 | 11000 | 9526 | 1,242.82 |
| 78025679 | 02/07/2017 | A00279422Mendez, Joshua A.      | S0037438 | 11000 | 9526 | 1,454.00 |
| 78025680 | 02/07/2017 | A00276475Mendoza, Attenas       | S0037437 | 11000 | 9526 | 988.00   |
| 78025681 | 02/07/2017 | A00280963Mendoza, Erika         | S0037436 | 11000 | 9526 | 316.00   |
| 78025682 | 02/07/2017 | A00281349Mendoza, Esteban M.    | S0037435 | 11000 | 9526 | 196.00   |
| 78025683 | 02/07/2017 | A00280917Mendoza, Isabel A.     | S0037434 | 11000 | 9526 | 1,454.00 |
| 78025684 | 02/07/2017 | A00279135Merino, Joshua I.      | S0037433 | 11000 | 9526 | 316.00   |
| 78025685 | 02/07/2017 | A00276900Mignani, Brook S.      | S0037432 | 11000 | 9526 | 525.83   |
| 78025686 | 02/07/2017 | A00271532Miller, Brock A.       | S0037431 | 11000 | 9526 | 931.00   |
| 78025687 | 02/07/2017 | A00042222Miller, Lindsey M.     | S0037430 | 11000 | 9526 | 1,454.00 |
| 78025688 | 02/07/2017 | A00279261Miller, Meghan M.      | S0037429 | 11000 | 9526 | 192.41   |
| 78025689 | 02/07/2017 | A00260915Miller, Samantha L.    | S0037428 | 11000 | 9526 | 727.00   |
| 78025690 | 02/07/2017 | A00277980Mitchell, Frederick C. | S0037201 | 11000 | 9526 | 2,908.00 |
|          |            |                                 | S0037235 | 11000 | 9526 | 1,454.00 |
| 78025691 | 02/07/2017 | A00282070Mondragon, Arely A.    | S0037427 | 11000 | 9526 | 841.00   |
| 78025692 | 02/07/2017 | A00274668Monroy, Adam           | S0037426 | 11000 | 9526 | 1,454.00 |
| 78025693 | 02/07/2017 | A00277234Montgomery, Cynthia S. | S0037425 | 11000 | 9526 | 216.00   |
| 78025694 | 02/07/2017 | A00284852Moon, Liliana A.       | S0037424 | 11000 | 9526 | 1,454.00 |
| 78025695 | 02/07/2017 | A00281143Morales, Diana A.      | S0037423 | 11000 | 9526 | 1,334.49 |
| 78025696 | 02/07/2017 | A00279213Morales, Oscar M.      | S0037422 | 11000 | 9526 | 1,212.91 |
| 78025697 | 02/07/2017 | A00240593Moreno, Linalivia      | S0037421 | 11000 | 9526 | 270.49   |
| 78025698 | 02/07/2017 | A00280988Moreno, Luz C.         | S0037420 | 11000 | 9526 | 766.00   |
| 78025699 | 02/07/2017 | A00279249Moron, Ernesto         | S0037419 | 11000 | 9526 | 822.39   |
| 78025700 | 02/07/2017 | A00254789Mullins, Jessica L.    | S0037418 | 11000 | 9526 | 1,454.00 |
| 78025701 | 02/07/2017 | A00285142Munoz, Caleb C.        | S0037417 | 11000 | 9526 | 999.88   |
| 78025702 | 02/07/2017 | A00281364Munoz Soto, Leslie G.  | S0037416 | 11000 | 9526 | 1,136.34 |
| 78025703 | 02/07/2017 | A00246429Murdoch, Megan N.      | S0037415 | 11000 | 9526 | 913.00   |
| 78025704 | 02/07/2017 | A00279291Murphy, Ryan D.        | S0037414 | 11000 | 9526 | 1,454.00 |
| 78025705 | 02/07/2017 | A00274528Navarrete, Mariela R.  | S0037413 | 11000 | 9526 | 1,336.07 |
| 78025706 | 02/07/2017 | A00279263Noland, Trinity C.     | S0037412 | 11000 | 9526 | 1,359.41 |
| 78025707 | 02/07/2017 | A00283119Nolasco, Brooke E.     | S0037411 | 11000 | 9526 | 393.00   |
| 78025708 | 02/07/2017 | A00257438Nombrano, Adrian       | S0037410 | 11000 | 9526 | 349.36   |
| 78025709 | 02/07/2017 | A00280842Ocampo, Jonathan J.    | S0037409 | 11000 | 9526 | 536.14   |
| 78025710 | 02/07/2017 | A00281556Ocampo, Marcos A.      | S0037408 | 11000 | 9526 | 1,231.06 |
| 78025711 | 02/07/2017 | A00253897Okafor, Doris O.       | S0037407 | 11000 | 9526 | 323.00   |
| 78025712 | 02/07/2017 | A00039855Ormerod, James A.      | S0037406 | 11000 | 9526 | 234.00   |
| 78025713 | 02/07/2017 | A00267464Osornia, Brenda        | S0037405 | 11000 | 9526 | 913.66   |
| 78025714 | 02/07/2017 | A00267463Osornia, Jhoana        | S0037404 | 11000 | 9526 | 752.30   |
| 78025715 | 02/07/2017 | A00274971Pacheco, Iris M.       | S0037403 | 11000 | 9526 | 354.00   |
| 78025716 | 02/07/2017 | A00267482Parkinson, Tory N.     | S0037402 | 11000 | 9526 | 421.29   |
| 78025717 | 02/07/2017 | A00281813Parra, Hector          | S0037401 | 11000 | 9526 | 1,454.00 |
| 78025718 | 02/07/2017 | A00279211Patrick, Samantha J.   | S0037400 | 11000 | 9526 | 714.14   |
| 78025719 | 02/07/2017 | A00281516Pelayo, Edwin G.       | S0037399 | 11000 | 9526 | 1,454.00 |

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| 78025720 | 02/07/2017 | A00263854 | Pemberton, Indigo J.   | S0037398 | 11000 | 9526 | 1,454.00 |
| 78025721 | 02/07/2017 | A00260220 | Pena, Lauren R.        | S0037397 | 11000 | 9526 | 1,130.02 |
| 78025722 | 02/07/2017 | A00284892 | Perez, Alondra G.      | S0037396 | 11000 | 9526 | 1,255.94 |
| 78025723 | 02/07/2017 | A00281101 | Perez, Jazmin          | S0037395 | 11000 | 9526 | 996.34   |
| 78025724 | 02/07/2017 | A00267008 | Perez, Mireya          | S0037394 | 11000 | 9526 | 1,266.00 |
| 78025725 | 02/07/2017 | A00283864 | Perez, Yesenia         | S0037393 | 11000 | 9526 | 1,350.03 |
| 78025726 | 02/07/2017 | A00281440 | Plascencia, Humberto   | S0037233 | 11000 | 9526 | 916.00   |
|          |            |           |                        | S0037234 | 11000 | 9526 | 200.00   |
| 78025727 | 02/07/2017 | A00279218 | Ponce Mezta, Lacey F.  | S0037392 | 11000 | 9526 | 1,454.00 |
| 78025728 | 02/07/2017 | A00271178 | Poncetta, Van D.       | S0037232 | 11000 | 9526 | 1,191.38 |
| 78025729 | 02/07/2017 | A00279251 | Portillo, Denilson     | S0037391 | 11000 | 9526 | 1,454.00 |
| 78025730 | 02/07/2017 | A00272462 | Portillo, Jason S.     | S0037390 | 11000 | 9526 | 1,454.00 |
| 78025731 | 02/07/2017 | A00281846 | Powell, Justin D.      | S0037389 | 11000 | 9526 | 866.00   |
| 78025732 | 02/07/2017 | A00276888 | Powell, Travis L.      | S0037388 | 11000 | 9526 | 1,454.00 |
| 78025733 | 02/07/2017 | A00283331 | Pratt, Keyon D.        | S0037387 | 11000 | 9526 | 1,154.05 |
| 78025734 | 02/07/2017 | A00279224 | Quevedo, Yarely A.     | S0037386 | 11000 | 9526 | 481.00   |
| 78025735 | 02/07/2017 | A00267938 | Quinones, Luis E.      | S0037385 | 11000 | 9526 | 727.00   |
| 78025736 | 02/07/2017 | A00280497 | Ramirez, Diana         | S0037384 | 11000 | 9526 | 986.03   |
| 78025737 | 02/07/2017 | A00279379 | Ramirez, Herman A.     | S0037383 | 11000 | 9526 | 969.82   |
| 78025738 | 02/07/2017 | A00285819 | Ramirez, Jose A.       | S0037382 | 11000 | 9526 | 692.00   |
| 78025739 | 02/07/2017 | A00280877 | Ramirez, Sergio E.     | S0037381 | 11000 | 9526 | 1,366.00 |
| 78025740 | 02/07/2017 | A00287241 | Ramos, Carmen          | S0037380 | 11000 | 9526 | 785.70   |
| 78025741 | 02/07/2017 | A00276917 | Reed, Cortney L.       | S0037379 | 11000 | 9526 | 716.00   |
| 78025742 | 02/07/2017 | A00281354 | Rendon, Katherine A.   | S0037378 | 11000 | 9526 | 1,075.88 |
| 78025743 | 02/07/2017 | A00268421 | Renteria, Adrian       | S0037377 | 11000 | 9526 | 875.00   |
| 78025744 | 02/07/2017 | A00259486 | Resendis, Cristian     | S0037376 | 11000 | 9526 | 1,407.90 |
| 78025745 | 02/07/2017 | A00027700 | Rivera, Karla          | S0037375 | 11000 | 9526 | 1,091.00 |
| 78025746 | 02/07/2017 | A00247057 | Rivera, Shannon R.     | S0037374 | 11000 | 9526 | 1,316.00 |
| 78025747 | 02/07/2017 | A00258061 | Roam, Ivy C.           | S0037373 | 11000 | 9526 | 1,454.00 |
| 78025748 | 02/07/2017 | A00211091 | Robbins, Mallory N.    | S0037372 | 11000 | 9526 | 364.00   |
| 78025749 | 02/07/2017 | A00276853 | Robles, Fernando B.    | S0037371 | 11000 | 9526 | 1,166.00 |
| 78025750 | 02/07/2017 | A00234544 | Rocha, Ellison M.      | S0037370 | 11000 | 9526 | 1,454.00 |
| 78025751 | 02/07/2017 | A00281012 | Rodriguez, Angelica E. | S0037369 | 11000 | 9526 | 1,091.00 |
| 78025752 | 02/07/2017 | A00267013 | Rodriguez, Gisela      | S0037368 | 11000 | 9526 | 834.59   |
| 78025753 | 02/07/2017 | A00281000 | Rodriguez, Jose        | S0037367 | 11000 | 9526 | 1,055.59 |
| 78025754 | 02/07/2017 | A00280939 | Rodriguez, Karen B.    | S0037366 | 11000 | 9526 | 115.06   |
| 78025755 | 02/07/2017 | A00271296 | Rodriguez, Mayra       | S0037365 | 11000 | 9526 | 1,454.00 |
| 78025756 | 02/07/2017 | A00273949 | Rodriguez, Michael T.  | S0037364 | 11000 | 9526 | 334.00   |
| 78025757 | 02/07/2017 |           | Cancelled Check        |          |       |      |          |
| 78025758 | 02/07/2017 | A00283025 | Rodriguez, Samuel      | S0037362 | 11000 | 9526 | 513.77   |
| 78025759 | 02/07/2017 | A00276351 | Rodriguez, Sarahi      | S0037361 | 11000 | 9526 | 646.00   |
| 78025760 | 02/07/2017 | A00267171 | Roman, Valeria D.      | S0037360 | 11000 | 9526 | 1,091.00 |
| 78025761 | 02/07/2017 | A00277723 | Romero, Brenda J.      | S0037359 | 11000 | 9526 | 727.00   |
| 78025762 | 02/07/2017 | A00252551 | Romero, Chelsea L.     | S0037358 | 11000 | 9526 | 727.00   |
| 78025763 | 02/07/2017 | A00260397 | Rose, Stacy E.         | S0037357 | 11000 | 9526 | 666.00   |
| 78025764 | 02/07/2017 | A00274576 | Ruelas, Stacey         | S0037356 | 11000 | 9526 | 1,454.00 |
| 78025765 | 02/07/2017 | A00281817 | Ruiz, Josue            | S0037231 | 11000 | 9526 | 1,454.00 |
| 78025766 | 02/07/2017 | A00283341 | Ruiz, Maria L.         | S0037355 | 11000 | 9526 | 727.00   |
| 78025767 | 02/07/2017 | A00277121 | Ruiz, Patricia         | S0037354 | 11000 | 9526 | 1,454.00 |
| 78025768 | 02/07/2017 | A00285334 | Russell, Samantha M.   | S0037353 | 11000 | 9526 | 1,223.52 |
| 78025769 | 02/07/2017 | A00281624 | Salas, Elizabeth S.    | S0037352 | 11000 | 9526 | 1,091.00 |

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| 78025770 | 02/07/2017 | A00262738Salazar, Angelica G.      | S0037351 | 11000 | 9526 | 1,227.85 |
| 78025771 | 02/07/2017 | A00202046Salinas, Cassie L.        | S0037350 | 11000 | 9526 | 1,324.31 |
| 78025772 | 02/07/2017 | A00267473Salomon, Guadalupe        | S0037349 | 11000 | 9526 | 556.00   |
| 78025773 | 02/07/2017 | A00267951Sanchez, Amie G.          | S0037348 | 11000 | 9526 | 1,056.24 |
| 78025774 | 02/07/2017 | A00274429Sanchez, Esther           | S0037347 | 11000 | 9526 | 392.72   |
| 78025775 | 02/07/2017 | A00281102Sanchez, Gabriela A.      | S0037346 | 11000 | 9526 | 1,398.25 |
| 78025776 | 02/07/2017 | A00269830Sanchez, Jasmine N.       | S0037332 | 11000 | 9526 | 1,182.57 |
| 78025777 | 02/07/2017 | A00287153Sanchez, John A.          | S0037331 | 11000 | 9526 | 159.00   |
| 78025778 | 02/07/2017 | A00260676Sanchez, Luis M.          | S0037330 | 11000 | 9526 | 1,014.98 |
| 78025779 | 02/07/2017 | A00248758Sanders, Angela M.        | S0037329 | 11000 | 9526 | 291.00   |
| 78025780 | 02/07/2017 | A00273034Sanderson, Tara N.        | S0037328 | 11000 | 9526 | 841.00   |
| 78025781 | 02/07/2017 | A00244391Sandoval, Armando         | S0037327 | 11000 | 9526 | 364.00   |
| 78025782 | 02/07/2017 | A00270026Sandoval, Michelle        | S0037326 | 11000 | 9526 | 364.00   |
| 78025783 | 02/07/2017 | A00268002Sandoval Rosales, Daniela | S0037325 | 11000 | 9526 | 1,025.75 |
| 78025784 | 02/07/2017 | A00273362Santana Saldivar, Yuridia | S0037324 | 11000 | 9526 | 1,091.00 |
| 78025785 | 02/07/2017 | A00265915Sasi, Randiel O.          | S0037323 | 11000 | 9526 | 204.00   |
| 78025786 | 02/07/2017 | A00264045Sater, Ariana H.          | S0037322 | 11000 | 9526 | 1,207.51 |
| 78025787 | 02/07/2017 | A00026595Schelper, Tamara D.       | S0037321 | 11000 | 9526 | 1,290.15 |
| 78025788 | 02/07/2017 | A00238511Serna, Elizabeth A.       | S0037320 | 11000 | 9526 | 236.00   |
| 78025789 | 02/07/2017 | A00280378Serrano, Jessica N.       | S0037319 | 11000 | 9526 | 321.00   |
| 78025790 | 02/07/2017 | A00274972Shanley, Sean P.          | S0037318 | 11000 | 9526 | 709.00   |
| 78025791 | 02/07/2017 | A00276192Shannon, Erin E.          | S0037317 | 11000 | 9526 | 646.19   |
| 78025792 | 02/07/2017 | A00271291Sharette, Juel L.         | S0037316 | 11000 | 9526 | 727.00   |
| 78025793 | 02/07/2017 | A00281908Shepard, Leslie E.        | S0037315 | 11000 | 9526 | 1,454.00 |
| 78025794 | 02/07/2017 | A00263837Shoemaker, Justin W.      | S0037314 | 11000 | 9526 | 641.00   |
| 78025795 | 02/07/2017 | A00224653Simpson, Karlee B.        | S0037294 | 11000 | 9526 | 727.00   |
| 78025796 | 02/07/2017 | A00262984Singh, Jasmeet            | S0037293 | 11000 | 9526 | 1,091.00 |
| 78025797 | 02/07/2017 | A00286903Smith, Joey R.            | S0037292 | 11000 | 9526 | 1,013.62 |
| 78025798 | 02/07/2017 | A00272604Smith, Katelyn M.         | S0037291 | 11000 | 9526 | 1,315.44 |
| 78025799 | 02/07/2017 | A00276439Smith, Sarah A.           | S0037290 | 11000 | 9526 | 1,048.12 |
| 78025800 | 02/07/2017 | A00017347Smith, Shareka N.         | S0037289 | 11000 | 9526 | 727.00   |
| 78025801 | 02/07/2017 | A00251090Smith, Terraille O.       | S0037288 | 11000 | 9526 | 364.00   |
| 78025802 | 02/07/2017 | A00272566Sorensen, Harrison D.     | S0037287 | 11000 | 9526 | 1,416.00 |
| 78025803 | 02/07/2017 | A00270208Sorensen, Seth F.         | S0037286 | 11000 | 9526 | 616.00   |
| 78025804 | 02/07/2017 | A00108798Soriano, Stacey A.        | S0037285 | 11000 | 9526 | 126.54   |
| 78025805 | 02/07/2017 | A00212846Souza, Katey              | S0037284 | 11000 | 9526 | 1,091.00 |
| 78025806 | 02/07/2017 | A00280573Spires, Kimberly M.       | S0037283 | 11000 | 9526 | 1,454.00 |
| 78025807 | 02/07/2017 | A00274465Stockel, Darcy C.         | S0037230 | 11000 | 9526 | 1,291.00 |
| 78025808 | 02/07/2017 | A00281824Suggs, Zacary T.          | S0037282 | 11000 | 9526 | 1,181.77 |
| 78025809 | 02/07/2017 | A00280952Takkar, Paramveer S.      | S0037281 | 11000 | 9526 | 727.85   |
| 78025810 | 02/07/2017 | A00243000Talavera, Kandie M.       | S0037280 | 11000 | 9526 | 1,454.00 |
| 78025811 | 02/07/2017 | A00279092Tapia, Lisset             | S0037279 | 11000 | 9526 | 696.00   |
| 78025812 | 02/07/2017 | A00280588Tarango, Rose E.          | S0037278 | 11000 | 9526 | 1,454.00 |
| 78025813 | 02/07/2017 | A00272510Tena, Nashel L.           | S0037255 | 11000 | 9526 | 1,054.52 |
| 78025814 | 02/07/2017 | A00276173Terrell, Haylie M.        | S0037254 | 11000 | 9526 | 1,034.21 |
| 78025815 | 02/07/2017 | A00280861Thompson, Emily A.        | S0037253 | 11000 | 9526 | 1,368.21 |
| 78025816 | 02/07/2017 | A00250395Tinoco, Patricia          | S0037252 | 11000 | 9526 | 727.00   |
| 78025817 | 02/07/2017 | A00003990Torres, Adan              | S0037251 | 11000 | 9526 | 261.00   |
| 78025818 | 02/07/2017 | A00245566Torres, Joanna M.         | S0037250 | 11000 | 9526 | 727.00   |
| 78025819 | 02/07/2017 | A00268000Toten, Candice J.         | S0037249 | 11000 | 9526 | 1,341.48 |
| 78025820 | 02/07/2017 | A00282166Trevino, Adriana V.       | S0037248 | 11000 | 9526 | 1,091.00 |

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| 78025821 | 02/07/2017 | A00279506 | Trevino, Samantha A.      | S0037247 |          |  |  |  |  | 11000 | 9526 |      |       | 1,002.62  |
| 78025822 | 02/07/2017 | A00269534 | Trimble, Aaron C.         | S0037246 |          |  |  |  |  | 11000 | 9526 |      |       | 727.00    |
| 78025823 | 02/07/2017 | A00272407 | Turner, Jasmine B.        | S0037245 |          |  |  |  |  | 11000 | 9526 |      |       | 1,056.46  |
| 78025824 | 02/07/2017 | A00279239 | Uriarte, Javier A.        | S0037244 |          |  |  |  |  | 11000 | 9526 |      |       | 1,454.00  |
| 78025825 | 02/07/2017 | A00233238 | Urioste, Brett A.         | S0037243 |          |  |  |  |  | 11000 | 9526 |      |       | 611.69    |
| 78025826 | 02/07/2017 | A00280485 | Valadez, Terry L.         | S0037229 |          |  |  |  |  | 11000 | 9526 |      |       | 267.00    |
| 78025827 | 02/07/2017 | A00260700 | Valencia, Bernardo A.     | S0037242 |          |  |  |  |  | 11000 | 9526 |      |       | 484.00    |
| 78025828 | 02/07/2017 | A00205963 | Valencia, Leovi M.        | S0037241 |          |  |  |  |  | 11000 | 9526 |      |       | 1,089.03  |
| 78025829 | 02/07/2017 | A00273873 | Valenzuela, Kareli        | S0037240 |          |  |  |  |  | 11000 | 9526 |      |       | 666.08    |
| 78025830 | 02/07/2017 | A00213357 | Vargas, Samanta           | S0037239 |          |  |  |  |  | 11000 | 9526 |      |       | 176.31    |
| 78025831 | 02/07/2017 | A00271466 | Vargas Martinez, Estefani | S0037238 |          |  |  |  |  | 11000 | 9526 |      |       | 1,068.52  |
| 78025832 | 02/07/2017 | A00267483 | Vega, Bailey D.           | S0037237 |          |  |  |  |  | 11000 | 9526 |      |       | 669.46    |
| 78025833 | 02/07/2017 | A00280778 | Velasquez, Daniel V.      | S0037236 |          |  |  |  |  | 11000 | 9526 |      |       | 434.00    |
| 78025834 | 02/07/2017 | A00283923 | Villalobos, Joshua        | S0037228 |          |  |  |  |  | 11000 | 9526 |      |       | 1,454.00  |
| 78025835 | 02/07/2017 | A00009706 | Wade, Lina L.             | S0037568 |          |  |  |  |  | 11000 | 9526 |      |       | 1,193.11  |
| 78025836 | 02/07/2017 | A00268782 | Wade, Megan E.            | S0037567 |          |  |  |  |  | 11000 | 9526 |      |       | 1,195.22  |
| 78025837 | 02/07/2017 | A00230300 | Walker, Blaine R.         | S0037566 |          |  |  |  |  | 11000 | 9526 |      |       | 515.90    |
| 78025838 | 02/07/2017 | A00257071 | Walton, Luz G.            | S0037565 |          |  |  |  |  | 11000 | 9526 |      |       | 167.00    |
| 78025839 | 02/07/2017 | A00244933 | Warren, Brent R.          | S0037564 |          |  |  |  |  | 11000 | 9526 |      |       | 691.00    |
| 78025840 | 02/07/2017 | A00279207 | Watrous, Donovan T.       | S0037563 |          |  |  |  |  | 11000 | 9526 |      |       | 1,224.67  |
| 78025841 | 02/07/2017 | A00270974 | Webb, Katelynn M.         | S0037562 |          |  |  |  |  | 11000 | 9526 |      |       | 1,166.00  |
| 78025842 | 02/07/2017 | A00254788 | Whiting, Melissa A.       | S0037561 |          |  |  |  |  | 11000 | 9526 |      |       | 669.00    |
| 78025843 | 02/07/2017 | A00283229 | Wiley, Thomas A.          | S0037226 |          |  |  |  |  | 11000 | 9526 |      |       | 1,366.00  |
|          |            |           |                           | S0037227 |          |  |  |  |  | 11000 | 9526 |      |       | 1,866.00  |
| 78025844 | 02/07/2017 | A00267294 | Williams, Kachiri D.      | S0037560 |          |  |  |  |  | 11000 | 9526 |      |       | 727.00    |
| 78025845 | 02/07/2017 | A00042627 | Williams, Summer          | S0037224 |          |  |  |  |  | 11000 | 9526 |      |       | 286.00    |
|          |            |           |                           | S0037225 |          |  |  |  |  | 11000 | 9526 |      |       | 100.00    |
| 78025846 | 02/07/2017 | A00281021 | Wise, Jason D.            | S0037559 |          |  |  |  |  | 11000 | 9526 |      |       | 1,255.14  |
| 78025847 | 02/07/2017 | A00277785 | Witt, Jakob V.            | S0037558 |          |  |  |  |  | 11000 | 9526 |      |       | 1,188.89  |
| 78025848 | 02/07/2017 | A00246750 | Wren, Christina D.        | S0037557 |          |  |  |  |  | 11000 | 9526 |      |       | 364.00    |
| 78025849 | 02/07/2017 | A00270037 | Wright, Jonnie C.         | S0037556 |          |  |  |  |  | 11000 | 9526 |      |       | 371.00    |
| 78025850 | 02/07/2017 | A00210477 | Yarbrough, Janae C.       | S0037555 |          |  |  |  |  | 11000 | 9526 |      |       | 364.00    |
| 78025851 | 02/07/2017 | A00282195 | Yeley, Christine E.       | S0037554 |          |  |  |  |  | 11000 | 9526 |      |       | 521.00    |
| 78025852 | 02/07/2017 | A00278974 | Zavala, Maria G.          | S0037553 |          |  |  |  |  | 11000 | 9526 |      |       | 721.00    |
| 78025853 | 02/07/2017 | A00280757 | Zelaya, Britney A.        | S0037552 |          |  |  |  |  | 11000 | 9526 |      |       | 727.00    |
| 78025854 | 02/09/2017 | A00248933 | Abtech Systems, Inc.      | I0047773 | H701025- |  |  |  |  | 11000 | 113  | 5642 | 67801 | 3,497.82  |
|          |            |           |                           |          |          |  |  |  |  | 11000 | 113  | 5642 | 67801 | 1,906.71  |
| 78025855 | 02/09/2017 | A00200034 | Albertson's               | I0047729 | 13681219 |  |  |  |  | 33429 | 310  | 4410 | 69200 | 657.19    |
|          |            |           |                           | I0047743 | 44680118 |  |  |  |  | 39000 | 314  | 4311 | 64991 | 385.90    |
|          |            |           |                           | I0047821 | 13500111 |  |  |  |  | 32000 |      |      |       |           |
| 78025856 | 02/09/2017 | A00288646 | Amazon Web Services, Inc. | I0047845 | 89881647 |  |  |  |  | 11000 | 113  | 5644 | 67801 | 25.81     |
| 78025857 | 02/09/2017 | A00200051 | Antongiovanni, Barbara    | I0047781 | DEC 16   |  |  |  |  | 12461 | 206  | 5710 | 12042 | 63.72     |
| 78025858 | 02/09/2017 | A00200052 | AP Architects             | I0047746 | 10572    |  |  |  |  | 42303 | 000  | 5510 | 71005 | 2,765.00  |
|          |            |           |                           |          |          |  |  |  |  | 42350 | 000  | 5510 | 71003 | 12,329.95 |
|          |            |           |                           |          |          |  |  |  |  | 12050 | 000  | 5510 | 71004 | 4,995.36  |
|          |            |           |                           |          |          |  |  |  |  | 41150 | 000  | 5510 | 71004 | 2,625.00  |
|          |            |           |                           |          |          |  |  |  |  | 12434 | 219  | 5510 | 17010 | 2,865.00  |
| 78025859 | 02/09/2017 | A00200053 | Apple Computer Inc.       | I0047787 | 44233894 |  |  |  |  | 11000 | 209  | 6415 | 17016 | 1,046.73  |
|          |            |           |                           | I0047844 | 44234212 |  |  |  |  | 11000 | 209  | 6415 | 17016 | 169.46    |
| 78025860 | 02/09/2017 | A00269058 | Aramark Uniform Services  | I0047823 | 60124871 |  |  |  |  | 11000 | 431  | 5870 | 65100 | 236.50    |
|          |            |           |                           |          |          |  |  |  |  | 11000 | 205  | 5870 | 12042 | 12.00     |



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|----------|------------|---------------------------------------|----------|----------|-------|-----|------|-------|------------|
|          |            |                                       |          |          | 39000 | 314 | 5870 | 64991 | 18.00      |
| 78025861 | 02/09/2017 | A00200063Austin's Pest Control, Inc.  | I0047818 | JAN 17   | 39000 | 314 | 5860 | 64991 | 100.00     |
|          |            |                                       | I0047847 | JAN. 17  | 11000 | 431 | 5860 | 65100 | 485.00     |
| 78025862 | 02/09/2017 | A00200077Bang, D.D.S., Robert         | I0047751 | 060716-0 | 12460 | 206 | 5641 | 12042 | 3,292.50   |
| 78025863 | 02/09/2017 | A00259229Blackboard Inc.              | I0047800 | 1253322  | 11000 | 301 | 5641 | 64500 | 4,650.00   |
| 78025864 | 02/09/2017 | A00200107Bright House Networks        | I0047762 | 011917   | 12461 | 206 | 5840 | 12042 | 356.41     |
| 78025865 | 02/09/2017 | A00200108Broadcast Music, Inc.        | I0047796 | 29198523 | 11000 | 301 | 5642 | 64500 | 489.35     |
| 78025866 | 02/09/2017 | A00200109Brown & Reich Petroleum, Inc | I0047780 | 33443    | 39000 | 314 | 4316 | 64991 | 249.35     |
|          |            |                                       | I0047816 | 33100    | 11000 | 432 | 4316 | 67703 | 267.48     |
|          |            |                                       | I0047846 | 33442    | 11000 | 432 | 4316 | 67703 | 233.80     |
| 78025867 | 02/09/2017 | A00285769California Averland Construc | I0047758 | PAY REQ  | 42350 | 000 | 6211 | 71002 | 274,998.04 |
| 78025868 | 02/09/2017 | A00250381California Chamber of Commer | I0047732 | 11093530 | 11000 | 411 | 4310 | 67300 | 294.29     |
| 78025869 | 02/09/2017 | A00200127California Dept. of Educatio | I0047803 | PS360046 | 31000 | 423 | 4110 | 69100 | 790.20     |
|          |            |                                       |          |          | 31000 | 423 | 5940 | 69100 | 40.95      |
| 78025870 | 02/09/2017 | A00200143Carlson, Kamala A.           | I0047768 | 14       | 31000 | 423 | 4110 | 69100 | 3,250.00   |
| 78025871 | 02/09/2017 | A00200146Carolina Biological Supply C | I0047755 | 49740735 | 11000 | 209 | 4311 | 04014 | 500.00     |
|          |            |                                       | I0047756 | 49740735 | 11000 | 209 | 4311 | 04014 | 474.08     |
|          |            |                                       | I0047759 | 49749818 | 11000 | 209 | 4311 | 04014 | 95.46      |
|          |            |                                       | I0047777 | 49731322 | 11000 | 209 | 4311 | 04014 | 116.85     |
| 78025872 | 02/09/2017 | A00200150Carrillo, Jessica            | I0047784 | DEC 16   | 12461 | 206 | 5710 | 12042 | 25.92      |
| 78025873 | 02/09/2017 | A00200155CCCSFAAA                     | I0047774 | 20570    | 12551 | 353 | 5710 | 64600 | 1,000.00   |
| 78025874 | 02/09/2017 | A00279668CCI Central, Inc.            | I0047733 | 25615    | 11000 | 411 | 5950 | 67300 | 57.35      |
| 78025875 | 02/09/2017 | A00200160CDT, Inc.                    | I0047730 | 43409    | 11000 | 411 | 5990 | 67300 | 150.00     |
| 78025876 | 02/09/2017 | A00200161CDW-G                        | I0047852 | GPP7511  | 12565 | 223 | 4310 | 09565 | 955.44     |
| 78025877 | 02/09/2017 | A00200168Central Valley Occupational  | I0047731 | 00110830 | 11000 | 411 | 5990 | 67300 | 55.00      |
|          |            |                                       |          |          | 11000 | 302 | 5990 | 63100 | 24.00      |
|          |            |                                       |          |          | 11000 | 301 | 5990 | 64500 | 24.00      |
|          |            |                                       |          |          | 11000 | 301 | 5990 | 68900 | 3.00       |
| 78025877 | 02/09/2017 | A00200168Central Valley Occupational  | I0047731 | 00110830 | 11000 | 301 | 5990 | 69500 | 3.00       |
|          |            |                                       |          |          | 11000 | 301 | 5990 | 69700 | 3.00       |
|          |            |                                       |          |          | 11000 | 301 | 5990 | 71005 | 3.00       |
|          |            |                                       |          |          | 11000 | 352 | 5980 | 69610 | 120.00     |
| 78025878 | 02/09/2017 | A00258334CISOA                        | I0047772 | CCC17012 | 11000 | 113 | 5710 | 67801 | 1,500.00   |
|          |            |                                       |          |          | 11000 | 113 | 5710 | 67801 | 200.00     |
| 78025879 | 02/09/2017 | A00200181City of Taft                 | I0047776 | 02-01-17 | 12560 | 223 | 5850 | 09565 | 45.68      |
| 78025880 | 02/09/2017 | A00200182City of Taft Police Departme | I0047747 | 1116WKCC | 11000 | 431 | 5990 | 65300 | 29.00      |
|          |            |                                       |          |          | 12603 | 125 | 5990 | 68900 | 29.00      |
|          |            |                                       |          |          | 11495 | 216 | 5990 | 61900 | 29.00      |
|          |            |                                       |          |          | 31000 | 411 | 5990 | 69100 | 29.00      |
| 78025881 | 02/09/2017 | A00200200Computerland of Silicon Vall | I0047742 | 246835   | 11000 | 110 | 5642 | 66003 | 81.00      |
|          |            |                                       | I0047819 | 246758   | 12434 | 219 | 5642 | 17010 | 81.00      |
| 78025882 | 02/09/2017 | A00229200Deluxe Corporation           | I0047757 | 00655380 | 11000 | 205 | 4310 | 12042 | 113.62     |
| 78025883 | 02/09/2017 | A00200240Dept. of Social Services     | I0047840 | 010417   | 33428 | 310 | 5990 | 69200 | 1,694.00   |
| 78025884 | 02/09/2017 | A00200243Dick Blick                   | I0047804 | 7090787  | 31000 | 423 | 4310 | 69100 | 100.56     |
| 78025885 | 02/09/2017 | A00262833Domtar Paper Company LLC     | I0047843 | 1305047  | 11000 | 421 | 4318 | 67704 | 7,871.08   |
| 78025886 | 02/09/2017 | A00277845Double D Cleaning Service    | I0047826 | 020      | 12560 | 223 | 5890 | 09565 | 265.00     |
| 78025887 | 02/09/2017 | A00287124Ewing Consulting Inc.        | I0047802 | 2017-021 | 11000 | 301 | 5510 | 69990 | 9,600.00   |
| 78025888 | 02/09/2017 | A00200308Federal Express Corporation  | I0047811 | 5-674-43 | 12583 | 202 | 5940 | 60100 | 142.46     |
| 78025889 | 02/09/2017 | A00255187Fernandez, Aldrin L.         | I0047736 | 012317   | 12561 | 223 | 1380 | 49306 | 1,137.19   |
| 78025890 | 02/09/2017 | A00200323Flinn Scientific, Inc.       | I0047831 | 2049551  | 11000 | 209 | 4311 | 19051 | 368.50     |
| 78025891 | 02/09/2017 | A00280401Flowers Baking Co of Henders | I0047851 | 11736071 | 32000 | 422 | 4410 | 69400 | 153.20     |

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| 78025892 | 02/09/2017 | A00201045Golling, Greg P.             | I0047770 | 11/04/16 | 31000 | 423 | 4110 | 69100 | 746.64    |
| 78025893 | 02/09/2017 | A00203431Grimes, Jessica R.           | I0047769 | 13       | 31000 | 423 | 4110 | 69100 | 1,750.00  |
| 78025894 | 02/09/2017 | A00200645Hardy Diagnostics            | I0047828 | 1735655  | 11000 | 209 | 4311 | 04012 | 518.15    |
|          |            |                                       | I0047829 | 1735899  | 11000 | 209 | 4311 | 04012 | 272.00    |
| 78025895 | 02/09/2017 | A00200655Henry Schein, Inc.           | I0047741 | 36687905 | 11000 | 205 | 4311 | 12042 | 2,162.75  |
| 78025896 | 02/09/2017 | A00244581Independent Fire and Safety, | I0047842 | 3109     | 33528 | 310 | 5631 | 69200 | 202.50    |
| 78025897 | 02/09/2017 | A00260774ITsavvy LLC                  | I0047820 | 00927532 | 11000 | 113 | 5510 | 67801 | 3,164.84  |
| 78025898 | 02/09/2017 | A00200693John Wiley & Sons, Inc.      | I0047805 | 8908174  | 31000 | 423 | 4110 | 69100 | 3,601.00  |
|          |            |                                       |          |          | 31000 | 423 | 5940 | 69100 | 189.04    |
| 78025899 | 02/09/2017 | A00200703K.C. Photographic Services   | I0047760 | 133      | 11000 | 101 | 4310 | 66004 | 284.02    |
| 78025900 | 02/09/2017 | A00215716Kern County Auditors Office  | I0047795 | 10/16    | 11531 | 433 | 5910 | 69500 | 22.00     |
| 78025901 | 02/09/2017 | A00200712Kern County Supt. of Schools | I0047766 | 701315   | 12603 | 125 | 5430 | 68900 | 1,071.60  |
|          |            |                                       | I0047782 | 701493   | 12461 | 206 | 4318 | 12042 | 83.27     |
|          |            |                                       | I0047783 | 701492   | 12461 | 206 | 4318 | 12042 | 83.27     |
|          |            |                                       | I0047827 | DEC 16   | 12461 | 206 | 5641 | 12042 | 34,371.89 |
| 78025902 | 02/09/2017 | A00200715Kern Electric Distributors   | I0047835 | 551613   | 11000 | 431 | 4310 | 65100 | 178.89    |
| 78025903 | 02/09/2017 | A00288939LeapTech L.L.C.              | I0047735 | PAUL     | 12435 | 221 | 4311 | 19010 | 168.29    |
|          |            |                                       |          | BLAKE    |       |     |      |       |           |
|          |            |                                       |          |          | 12435 | 221 | 5940 | 19010 | 31.73     |
| 78025904 | 02/09/2017 | A00227772MBS Textbook Exchange, Inc.  | I0047788 | 47-43339 | 31000 | 423 | 4110 | 69100 | 591.47    |
|          |            |                                       |          |          | 31000 | 423 | 4115 | 69100 | 3,585.29  |
|          |            |                                       |          |          | 31000 | 423 | 5940 | 69100 | 1,351.31  |
| 78025905 | 02/09/2017 | A00200552McCallum Group, Inc.         | I0047822 | 17-013   | 11000 | 111 | 5510 | 66002 | 2,700.00  |
| 78025906 | 02/09/2017 | A00200555McGraw-Hill                  | I0047791 | 95303496 | 31000 | 423 | 4110 | 69100 | 9,285.00  |
|          |            |                                       |          |          | 31000 | 423 | 4115 | 69100 | 5,842.50  |
|          |            |                                       |          |          | 31000 | 423 | 5940 | 69100 | 212.89    |
| 78025907 | 02/09/2017 | A00234706MNJ Technologies Direct, Inc | I0047812 | 00035092 | 11000 | 208 | 6412 | 15091 | 268.59    |
|          |            |                                       |          |          | 11000 | 208 | 6412 | 15091 | 29.88     |
| 78025908 | 02/09/2017 | A00278548Natural History Museum of Lo | I0047801 | 293343   | 12000 | 340 | 5730 | 64951 | 188.25    |
| 78025909 | 02/09/2017 | A002858200'Connor Construction Manage | I0047817 | 0031268  | 42350 | 000 | 5510 | 71002 | 1,800.00  |
| 78025910 | 02/09/2017 | A00200509P.A.S. Associates            | I0047765 | 34157    | 12603 | 125 | 5505 | 68900 | 1,295.00  |
| 78025911 | 02/09/2017 | A00200516Patterson Dental Supply, Inc | I0047754 | 530/7287 | 11000 | 205 | 4310 | 12042 | 274.13    |
| 78025912 | 02/09/2017 | A00200518Pearson Education            | I0047806 | BK830245 | 31000 | 423 | 4110 | 69100 | 6,367.85  |
|          |            |                                       |          |          | 31000 | 423 | 5940 | 69100 | 46.81     |
| 78025913 | 02/09/2017 | A00200522Pepsi-Cola Company           | I0047779 | 84967256 | 32000 | 422 | 4410 | 69400 | 1,319.93  |
| 78025914 | 02/09/2017 | A00200528Plak Smacker                 | I0047753 | CD601471 | 12461 | 206 | 4311 | 12042 | 264.84    |
| 78025915 | 02/09/2017 | A00200536Praxair Distribution, Inc.   | I0047738 | 75522740 | 11000 | 205 | 5641 | 12042 | 416.25    |
| 78025916 | 02/09/2017 | A00286247Ridgecrest Regional Hospital | I0047763 | 265030   | 12461 | 206 | 5840 | 12042 | 262.34    |
| 78025917 | 02/09/2017 | A00203708Rodriguez, Suzie             | I0047761 | JAN 17   | 12460 | 206 | 5641 | 12042 | 504.00    |
|          |            |                                       |          |          | 12460 | 206 | 5710 | 12042 | 17.23     |
| 78025918 | 02/09/2017 | A00018793Salcido, Paula               | I0047809 | JAN 17   | 12460 | 206 | 5641 | 12042 | 500.00    |
| 78025919 | 02/09/2017 | A00285838Sammy's Detail               | I0047834 | 0697     | 11000 | 432 | 5632 | 67703 | 90.00     |
| 78025920 | 02/09/2017 | A00200479Sears                        | I0047849 | 44000113 | 11000 | 431 | 4310 | 65100 | 280.96    |
| 78025921 | 02/09/2017 | A00288885SenSource Inc.               | I0047750 | 32705    | 11000 | 203 | 6412 | 61200 | 5,232.24  |
| 78025922 | 02/09/2017 | A00200482Sesac, Inc.                  | I0047778 | 3377     | 11000 | 301 | 5642 | 64500 | 263.00    |
| 78025923 | 02/09/2017 | A00255612Simon & Schuster, Inc.       | I0047789 | 02033007 | 31000 | 423 | 4110 | 69100 | 95.24     |
| 78025924 | 02/09/2017 | A00200393Sparkletts                   | I0047739 | 01/12/17 | 11000 | 205 | 5641 | 12042 | 83.84     |
| 78025925 | 02/09/2017 | A00200393Sparkletts                   | I0047740 | 12.15.16 | 11000 | 205 | 5641 | 12042 | 92.25     |
| 78025926 | 02/09/2017 | A00200393Sparkletts                   | I0047744 | 01-12-17 | 11000 | 301 | 5810 | 64500 | 64.58     |
| 78025927 | 02/09/2017 | A00200393Sparkletts                   | I0047853 | 01.12.17 | 11000 | 113 | 4310 | 67801 | 160.95    |
| 78025928 | 02/09/2017 | A00237176SSD Systems                  | I0047786 | 430546-S | 11000 | 113 | 5632 | 67801 | 697.20    |

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|          |            |           | I0047790                     | 1237512- | 31000    | 423   | 5880 | 69100 | 55.51 |           |
|          |            |           | I0047841                     | 1237545- | 33528    | 310   | 5880 | 69200 | 78.75 |           |
| 78025929 | 02/09/2017 | A00286277 | Synapse Technologies, Inc.   | I0047807 | 1043     | 11000 | 113  | 5642  | 67801 | 9,118.30  |
| 78025930 | 02/09/2017 | A00200417 | Sysco Food Service of Ventur | I0047737 | 17906677 | 32000 | 422  | 4411  | 69400 | 412.31    |
|          |            |           |                              |          |          | 32000 | 422  | 4411  | 69400 | 1,032.59  |
|          |            |           |                              |          |          | 32000 | 422  | 4410  | 69400 | 7,595.45  |
|          |            |           |                              | I0047810 | 17901013 | 32000 | 422  | 4411  | 69400 | 866.58    |
|          |            |           |                              |          |          | 32000 | 422  | 4411  | 69400 | 1,530.70  |
|          |            |           |                              |          |          | 32000 | 422  | 4410  | 69400 | 9,145.60  |
| 78025930 | 02/09/2017 | A00200417 | Sysco Food Service of Ventur | I0047825 | 17903866 | 33429 | 310  | 4410  | 69200 | 5,797.31  |
|          |            |           |                              | I0047830 | 17905525 | 33429 | 310  | 4410  | 69200 | 929.09    |
| 78025931 | 02/09/2017 | A00200423 | Taft City School District    | I0047824 | 17-083   | 11000 | 432  | 4312  | 67703 | 51.07     |
|          |            |           |                              |          |          | 11000 | 432  | 5632  | 67703 | 189.00    |
|          |            |           |                              |          |          | 11000 | 432  | 4316  | 67703 | 27.50     |
|          |            |           |                              |          |          | 11000 | 432  | 5850  | 67703 | 5.00      |
| 78025932 | 02/09/2017 | A00200425 | Taft College                 | I0047749 | 123016   | 12603 | 125  | 7130  | 68900 | 26,313.00 |
| 78025933 | 02/09/2017 | A00200425 | Taft College                 | I0047767 | 100116   | 12603 | 125  | 7130  | 68900 | 11,187.00 |
| 78025934 | 02/09/2017 | A00200862 | Taft College Bookstore       | I0047785 | 0328     | 12599 | 309  | 7601  | 64992 | 75.61     |
| 78025935 | 02/09/2017 | A00200862 | Taft College Bookstore       | I0047848 | 6557.    | 11000 | 431  | 4310  | 65100 | 7.50      |
| 78025936 | 02/09/2017 | A00200426 | Taft College Cafeteria       | I0047793 | 170      | 31000 | 423  | 4310  | 69100 | 145.83    |
| 78025937 | 02/09/2017 | A00200428 | Taft District Chamber of Com | I0047748 | 4739     | 12603 | 125  | 5210  | 68900 | 100.00    |
|          |            |           |                              | I0047792 | 4708     | 31000 | 423  | 5210  | 69100 | 125.00    |
| 78025938 | 02/09/2017 | A00200434 | Teacher's College Press      | I0047794 | 3851002  | 31000 | 423  | 4110  | 69100 | 287.40    |
|          |            |           |                              |          |          | 31000 | 423  | 5940  | 69100 | 19.23     |
| 78025939 | 02/09/2017 | A00213476 | Thomson Reuters Barclays     | I0047797 | 83545997 | 11000 | 411  | 4310  | 67300 | 64.50     |
| 78025939 | 02/09/2017 | A00213476 | Thomson Reuters Barclays     | I0047797 | 83545997 | 11000 | 411  | 4310  | 67300 | 58.06     |
|          |            |           |                              | I0047836 | 83543695 | 11000 | 203  | 6310  | 61200 | 193.50    |
| 78025940 | 02/09/2017 | A00200282 | True Value Home Center       | I0047813 | 362826   | 12434 | 219  | 4310  | 17010 | 496.70    |
|          |            |           |                              | I0047838 | 362424   | 33528 | 310  | 4310  | 69200 | 285.84    |
|          |            |           |                              | I0047839 | 360675   | 33528 | 310  | 4310  | 69200 | 209.28    |
|          |            |           |                              | I0047854 | 362506   | 11000 | 431  | 4317  | 65100 | 313.65    |
|          |            |           |                              |          |          | 11000 | 431  | 4310  | 65100 | 60.21     |
|          |            |           |                              |          |          | 35819 | 357  | 4317  | 69700 | 294.22    |
|          |            |           |                              |          |          | 35827 | 357  | 4317  | 69700 | 132.48    |
| 78025941 | 02/09/2017 | A00200309 | United Refrigeration, Inc.   | I0047850 | 55007448 | 11000 | 431  | 4312  | 65100 | 379.04    |
| 78025942 | 02/09/2017 | A00200433 | Vibul Tangraphaphorn, M.D.   | I0047734 | JAN 17   | 11000 | 202  | 5990  | 60100 | 104.00    |
|          |            |           |                              |          |          | 39000 | 314  | 5990  | 64991 | 95.00     |
|          |            |           |                              |          |          | 11000 | 432  | 5990  | 64993 | 95.00     |
|          |            |           |                              | I0047745 | 120116   | 11000 | 352  | 5990  | 69610 | 915.00    |
| 78025943 | 02/09/2017 | A00202272 | VWR International            | I0047799 | 80473420 | 11000 | 209  | 4311  | 19051 | 260.27    |
|          |            |           |                              | I0047832 | 80472686 | 11000 | 209  | 4311  | 19051 | 1,144.66  |
| 78025943 | 02/09/2017 | A00202272 | VWR International            | I0047833 | 80472632 | 11000 | 209  | 4311  | 19051 | 368.23    |
| 78025944 | 02/09/2017 | A00232538 | Ward's Natural Science       | I0047771 | 80468642 | 12434 | 219  | 4311  | 17010 | 1,145.52  |
|          |            |           |                              |          |          | 12434 | 219  | 5940  | 17010 | 102.99    |
| 78025945 | 02/09/2017 | A00275443 | WestAir Gases & Equipment In | I0047775 | 10433118 | 12565 | 223  | 4311  | 09565 | 534.62    |
|          |            |           |                              | I0047814 | 10426891 | 12565 | 223  | 4310  | 09565 | 76.68     |
|          |            |           |                              | I0047815 | 10426607 | 12565 | 223  | 4310  | 09565 | 2,481.34  |
| 78025946 | 02/09/2017 | A00200360 | Westec                       | I0047798 | 23256    | 39000 | 314  | 5710  | 64991 | 175.00    |
|          |            |           |                              |          |          | 39000 | 314  | 4311  | 64991 | 875.00    |
| 78025947 | 02/09/2017 | A00264391 | YBP Library Services         | I0047752 | 956260   | 11000 | 203  | 6310  | 61200 | 53.34     |
|          |            |           |                              | I0047764 | 951457   | 11000 | 203  | 6310  | 61200 | 224.17    |

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|          |            |           | I0047808                    | 925442   | 11000 | 203 | 6310 | 61200 | 201.19 |
|          |            |           | I0047837                    | 938329   | 11000 | 203 | 6310 | 61200 | 145.09 |
| 78025948 | 02/15/2017 | A00280033 | Aceves, Marissa M.          | S0037754 | 11000 |     | 9526 |       | 125.00 |
| 78025949 | 02/15/2017 | A00275585 | Aguilar Solis, Alexis D.    | S0037786 | 11000 |     | 9526 |       | 125.00 |
|          |            |           |                             | S0037787 | 11000 |     | 9526 |       | 125.00 |
| 78025950 | 02/15/2017 | A00283320 | Aleman, Bruno               | S0037798 | 11000 |     | 9526 |       | 150.00 |
| 78025951 | 02/15/2017 | A00282169 | Alrobiai, Ali               | S0037753 | 11000 |     | 9526 |       | 125.00 |
| 78025952 | 02/15/2017 | A00239432 | Alvarado, Gabrielle A.      | S0037797 | 11000 |     | 9526 |       | 184.00 |
| 78025953 | 02/15/2017 | A00288713 | Alvarez Ramirez, Brando D.  | S0037752 | 11000 |     | 9526 |       | 150.00 |
| 78025954 | 02/15/2017 | A00275502 | Anglin, Emily B.            | S0037751 | 11000 |     | 9526 |       | 125.00 |
| 78025955 | 02/15/2017 | A00267253 | Avalos, Juan M.             | S0037750 | 11000 |     | 9526 |       | 125.00 |
| 78025956 | 02/15/2017 | A00269597 | Ayon, Amanda M.             | S0037749 | 11000 |     | 9526 |       | 125.00 |
| 78025957 | 02/15/2017 | A00280908 | Benitez, Leslie A.          | S0037748 | 11000 |     | 9526 |       | 125.00 |
| 78025958 | 02/15/2017 | A00276661 | Bente, Cathrine M.          | S0037747 | 11000 |     | 9526 |       | 125.00 |
| 78025959 | 02/15/2017 | A00283158 | Bermudez, Israel M.         | S0037746 | 11000 |     | 9526 |       | 125.00 |
| 78025960 | 02/15/2017 | A00279988 | Bidwell, Jennifer L.        | S0037745 | 11000 |     | 9526 |       | 125.00 |
| 78025961 | 02/15/2017 | A00282840 | Black, Raven Y.             | S0037744 | 11000 |     | 9526 |       | 125.00 |
| 78025962 | 02/15/2017 | A00274928 | Blair, Westen W.            | S0037743 | 11000 |     | 9526 |       | 125.00 |
| 78025963 | 02/15/2017 | A00069467 | Blanco, Paul R.             | S0037742 | 11000 |     | 9526 |       | 125.00 |
| 78025964 | 02/15/2017 | A00277849 | Bohannon, Liam M.           | S0037741 | 11000 |     | 9526 |       | 125.00 |
| 78025965 | 02/15/2017 | A00281792 | Borrecco, Madison R.        | S0037740 | 11000 |     | 9526 |       | 125.00 |
| 78025966 | 02/15/2017 | A00283976 | Bourelle, Blake S.          | S0037739 | 11000 |     | 9526 |       | 125.00 |
| 78025967 | 02/15/2017 | A00279205 | Breslin, Brooklyn L.        | S0037738 | 11000 |     | 9526 |       | 300.00 |
| 78025968 | 02/15/2017 | A00264341 | Briggs, Melanie             | S0037737 | 11000 |     | 9526 |       | 125.00 |
| 78025969 | 02/15/2017 | A00269706 | Brown, Chase R.             | S0037736 | 11000 |     | 9526 |       | 300.00 |
| 78025970 | 02/15/2017 | A00085578 | Burkhart, Annemarie         | S0037735 | 11000 |     | 9526 |       | 125.00 |
| 78025971 | 02/15/2017 | A00281356 | Camarillo, Gabriela A.      | S0037734 | 11000 |     | 9526 |       | 125.00 |
| 78025972 | 02/15/2017 | A00274300 | Campos, Isaac               | S0037825 | 11000 |     | 9526 |       | 125.00 |
|          |            |           |                             | S0037826 | 11000 |     | 9526 |       | 130.00 |
| 78025973 | 02/15/2017 | A00276996 | Canfield, Tyson R.          | S0037733 | 11000 |     | 9526 |       | 125.00 |
| 78025974 | 02/15/2017 | A00276449 | Carrillo, Sarai             | S0037732 | 11000 |     | 9526 |       | 125.00 |
| 78025975 | 02/15/2017 | A00279233 | Carter, Tosha N.            | S0037731 | 11000 |     | 9526 |       | 125.00 |
| 78025976 | 02/15/2017 | A00270149 | Castillo Martinez, Sandra   | S0037700 | 11000 |     | 9526 |       | 125.00 |
| 78025977 | 02/15/2017 | A00279234 | Cervantes Figueroa, Alexis  | S0037699 | 11000 |     | 9526 |       | 300.00 |
| 78025978 | 02/15/2017 | A00277926 | Cervantes Becerra, Maria A. | S0037698 | 11000 |     | 9526 |       | 125.00 |
| 78025979 | 02/15/2017 | A00224268 | Chairez, Yvonne L.          | S0037697 | 11000 |     | 9526 |       | 125.00 |
| 78025980 | 02/15/2017 | A00246821 | Chavez, Amy C.              | S0037696 | 11000 |     | 9526 |       | 125.00 |
| 78025981 | 02/15/2017 | A00265354 | Cloud, Cassidy B.           | S0037695 | 11000 |     | 9526 |       | 125.00 |
| 78025982 | 02/15/2017 | A00281868 | Coover, Ida J.              | S0037694 | 11000 |     | 9526 |       | 125.00 |
| 78025983 | 02/15/2017 | A00281432 | Craft, Kaylynn M.           | S0037693 | 11000 |     | 9526 |       | 300.00 |
| 78025984 | 02/15/2017 | A00242163 | Cuevas, Christian           | S0037796 | 11000 |     | 9526 |       | 460.00 |
| 78025985 | 02/15/2017 | A00279432 | Cuevas, Karen               | S0037692 | 11000 |     | 9526 |       | 125.00 |
| 78025986 | 02/15/2017 | A00281169 | Cummings, Kaylee R.         | S0037691 | 11000 |     | 9526 |       | 125.00 |
| 78025987 | 02/15/2017 | A00254293 | Cushman, Corey              | S0037690 | 11000 |     | 9526 |       | 125.00 |
| 78025988 | 02/15/2017 | A00284849 | Davis, Cheyenne C.          | S0037795 | 11000 |     | 9526 |       | 276.00 |
| 78025989 | 02/15/2017 | A00273815 | Davis, Cyerra B.            | S0037689 | 11000 |     | 9526 |       | 300.00 |
| 78025990 | 02/15/2017 | A00283258 | Day, Kaleigh M.             | S0037688 | 11000 |     | 9526 |       | 125.00 |
| 78025991 | 02/15/2017 | A00277165 | Doeckel, Sheryl L.          | S0037687 | 11000 |     | 9526 |       | 125.00 |
| 78025992 | 02/15/2017 | A00279232 | Duran Bravo, Vanessa        | S0037686 | 11000 |     | 9526 |       | 300.00 |
| 78025993 | 02/15/2017 | A00276194 | Espinoza, Cynthia C.        | S0037685 | 11000 |     | 9526 |       | 125.00 |
| 78025994 | 02/15/2017 | A00272614 | Espinoza, Heather I.        | S0037684 | 11000 |     | 9526 |       | 125.00 |

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| 78025995 | 02/15/2017 | A00093717Esquivel, Candie           | S0037683 | 11000 | 9526 | 125.00 |
| 78025996 | 02/15/2017 | A00281155Fain, Jennifer R.          | S0037682 | 11000 | 9526 | 125.00 |
| 78025997 | 02/15/2017 | A00279568Farmer, Franklin W.        | S0037681 | 11000 | 9526 | 125.00 |
| 78025998 | 02/15/2017 | A00275004Fausto, Alec A.            | S0037680 | 11000 | 9526 | 125.00 |
| 78025999 | 02/15/2017 | A00276198Fee, Asia N.               | S0037679 | 11000 | 9526 | 300.00 |
| 78026000 | 02/15/2017 | A00273413Felix-Alvor, Guillermo     | S0037678 | 11000 | 9526 | 125.00 |
| 78026001 | 02/15/2017 | A00269389Fien, Lynn M.              | S0037677 | 11000 | 9526 | 125.00 |
| 78026002 | 02/15/2017 | A00229332Fraire, Victoria C.        | S0037676 | 11000 | 9526 | 125.00 |
| 78026003 | 02/15/2017 | A00274599Fraire Vidal, Jesus        | S0037675 | 11000 | 9526 | 125.00 |
| 78026004 | 02/15/2017 | A00275705Galagaza, Sarah M.         | S0037674 | 11000 | 9526 | 125.00 |
| 78026005 | 02/15/2017 | A00261831Garza, Nancy K.            | S0037673 | 11000 | 9526 | 125.00 |
| 78026006 | 02/15/2017 | A00276166Gaylord, Paige L.          | S0037672 | 11000 | 9526 | 300.00 |
| 78026007 | 02/15/2017 | A00280782Glover, Hannah R.          | S0037671 | 11000 | 9526 | 125.00 |
| 78026008 | 02/15/2017 | A00275458Goddard, Parker J.         | S0037670 | 11000 | 9526 | 125.00 |
| 78026009 | 02/15/2017 | A00271315Gonzales, Ingrid           | S0037669 | 11000 | 9526 | 125.00 |
| 78026010 | 02/15/2017 | A00279200Gonzalez, Jayden M.        | S0037668 | 11000 | 9526 | 300.00 |
| 78026011 | 02/15/2017 | A00274503Gonzalez, Magdalena A.     | S0037667 | 11000 | 9526 | 125.00 |
| 78026012 | 02/15/2017 | A00284063Gonzalez, Natalie R.       | S0037785 | 11000 | 9526 | 125.00 |
| 78026013 | 02/15/2017 | A00279277Guitron, Flavia N.         | S0037784 | 11000 | 9526 | 125.00 |
| 78026014 | 02/15/2017 | A00281840Guzman, Jennifer           | S0037783 | 11000 | 9526 | 125.00 |
| 78026015 | 02/15/2017 | A00255593Hammond, Brigitte N.       | S0037782 | 11000 | 9526 | 125.00 |
| 78026016 | 02/15/2017 | A00233818Harris, Ceann L.           | S0037781 | 11000 | 9526 | 125.00 |
| 78026017 | 02/15/2017 | A00266854Harrison, Dannika L.       | S0037780 | 11000 | 9526 | 125.00 |
| 78026018 | 02/15/2017 | A00226687Harte, Dylan               | S0037779 | 11000 | 9526 | 125.00 |
| 78026019 | 02/15/2017 | A00275461Hartman, Jessica E.        | S0037778 | 11000 | 9526 | 125.00 |
| 78026020 | 02/15/2017 | A00283343Henderson, Sicily A.       | S0037777 | 11000 | 9526 | 125.00 |
| 78026021 | 02/15/2017 | A00275755Henriquez Rivera, Bryan A. | S0037776 | 11000 | 9526 | 125.00 |
| 78026022 | 02/15/2017 | A00280854Hernandez, Adriana D.      | S0037775 | 11000 | 9526 | 125.00 |
| 78026023 | 02/15/2017 | A00276160Hernandez, Amber           | S0037774 | 11000 | 9526 | 300.00 |
| 78026024 | 02/15/2017 | A00241350Hernandez, Isabel A.       | S0037773 | 11000 | 9526 | 125.00 |
| 78026025 | 02/15/2017 | A00265921Herrera, Oscar R.          | S0037772 | 11000 | 9526 | 125.00 |
| 78026026 | 02/15/2017 | A00276995Higgins, Heather L.        | S0037771 | 11000 | 9526 | 138.00 |
| 78026027 | 02/15/2017 | A00214533Hill, Kathlene K.          | S0037770 | 11000 | 9526 | 138.00 |
| 78026028 | 02/15/2017 | A00280608Holm, Katherine C.         | S0037769 | 11000 | 9526 | 125.00 |
| 78026029 | 02/15/2017 | A00280640Huizar, Alexander          | S0037768 | 11000 | 9526 | 125.00 |
| 78026030 | 02/15/2017 | A00281945Hutchins, Rileigh E.       | S0037767 | 11000 | 9526 | 100.00 |
| 78026031 | 02/15/2017 | A00280674Jarboe, Kynlee D.          | S0037766 | 11000 | 9526 | 125.00 |
| 78026032 | 02/15/2017 | A00279260Johnson, Cody A.           | S0037794 | 11000 | 9526 | 184.00 |
| 78026033 | 02/15/2017 | A00284705Johnson, Kelsea R.         | S0037765 | 11000 | 9526 | 125.00 |
| 78026034 | 02/15/2017 | A00276974Lane-Obee, Kayla M.        | S0037764 | 11000 | 9526 | 125.00 |
| 78026035 | 02/15/2017 | A00284068Lawag, Michelle A.         | S0037763 | 11000 | 9526 | 125.00 |
| 78026036 | 02/15/2017 | A00283285Le Cain, Forrest C.        | S0037762 | 11000 | 9526 | 125.00 |
| 78026037 | 02/15/2017 | A00267454LeClair, Abigail T.        | S0037823 | 11000 | 9526 | 125.00 |
|          |            |                                     | S0037824 | 11000 | 9526 | 125.00 |
| 78026038 | 02/15/2017 | A00275489Leiija, Trina N.           | S0037761 | 11000 | 9526 | 125.00 |
| 78026039 | 02/15/2017 | A00272570Leikam, Tanner R.          | S0037760 | 11000 | 9526 | 125.00 |
| 78026040 | 02/15/2017 | A00267769Leon, Yesenia              | S0037759 | 11000 | 9526 | 125.00 |
| 78026041 | 02/15/2017 | A00278627Linze, Jennessa M.         | S0037758 | 11000 | 9526 | 125.00 |
| 78026042 | 02/15/2017 | A00278656Lopez, Andy                | S0037757 | 11000 | 9526 | 125.00 |
| 78026043 | 02/15/2017 | A00252550Lopez, April V.            | S0037756 | 11000 | 9526 | 125.00 |
| 78026044 | 02/15/2017 | A00267453Lopez, Jazmin              | S0037636 | 11000 | 9526 | 125.00 |

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| 78026045 | 02/15/2017 | A00214924Lopez, Lilibeth        | S0037635 | 11000 | 9526 | 125.00 |
| 78026046 | 02/15/2017 | A00270900Lopez Ordaz, Ana L.    | S0037634 | 11000 | 9526 | 125.00 |
| 78026047 | 02/15/2017 | A00266989Lozano, Christian      | S0037633 | 11000 | 9526 | 125.00 |
| 78026048 | 02/15/2017 | A00278517Luttrell, Patrick D.   | S0037821 | 11000 | 9526 | 125.00 |
|          |            |                                 | S0037822 | 11000 | 9526 | 125.00 |
| 78026049 | 02/15/2017 | A00281039Luttrell, Shane M.     | S0037632 | 11000 | 9526 | 125.00 |
| 78026050 | 02/15/2017 | A00255721Lynam, Jessica M.      | S0037631 | 11000 | 9526 | 125.00 |
| 78026051 | 02/15/2017 | A00281027Machuca, Alvaro A.     | S0037630 | 11000 | 9526 | 300.00 |
| 78026052 | 02/15/2017 | A00261496Magallanes, Jeffrey I. | S0037629 | 11000 | 9526 | 125.00 |
| 78026053 | 02/15/2017 | A00265250Malfo, Isabella G.     | S0037628 | 11000 | 9526 | 125.00 |
| 78026054 | 02/15/2017 | A00283746Mangum, Michelle D.    | S0037627 | 11000 | 9526 | 125.00 |
| 78026055 | 02/15/2017 | A00274150Marcos, Elizabet       | S0037626 | 11000 | 9526 | 19.56  |
| 78026056 | 02/15/2017 | A00267443Marker, Arie J.        | S0037625 | 11000 | 9526 | 125.00 |
| 78026057 | 02/15/2017 | A00243402Martinez, Desiree M.   | S0037819 | 11000 | 9526 | 460.00 |
|          |            |                                 | S0037820 | 11000 | 9526 | 598.00 |
| 78026058 | 02/15/2017 | A00250971Martinez, Dinora E.    | S0037624 | 11000 | 9526 | 125.00 |
| 78026059 | 02/15/2017 | A00250238Martinez, Jocelyn      | S0037817 | 11000 | 9526 | 125.00 |
|          |            |                                 | S0037818 | 11000 | 9526 | 125.00 |
| 78026060 | 02/15/2017 | A00280833Martinez, Maria        | S0037623 | 11000 | 9526 | 125.00 |
| 78026061 | 02/15/2017 | A00281355Martinez, Victoria A.  | S0037622 | 11000 | 9526 | 125.00 |
| 78026062 | 02/15/2017 | A00281119Massie, Dakotah R.     | S0037621 | 11000 | 9526 | 125.00 |
| 78026063 | 02/15/2017 | A00264375McCarthey, Ruth C.     | S0037620 | 11000 | 9526 | 125.00 |
| 78026064 | 02/15/2017 | A00275931McMahon, Megan H.      | S0037619 | 11000 | 9526 | 125.00 |
| 78026065 | 02/15/2017 | A00280974Medina, Damian X.      | S0037618 | 11000 | 9526 | 125.00 |
| 78026066 | 02/15/2017 | A00279637Melton, Tanner M.      | S0037617 | 11000 | 9526 | 300.00 |
| 78026067 | 02/15/2017 | A00280838Mendez, Fatima M.      | S0037616 | 11000 | 9526 | 125.00 |
| 78026068 | 02/15/2017 | A00279422Mendez, Joshua A.      | S0037615 | 11000 | 9526 | 125.00 |
| 78026069 | 02/15/2017 | A00280963Mendoza, Erika         | S0037614 | 11000 | 9526 | 125.00 |
| 78026070 | 02/15/2017 | A00280917Mendoza, Isabel A.     | S0037613 | 11000 | 9526 | 125.00 |
| 78026071 | 02/15/2017 | A00279135Merino, Joshua I.      | S0037612 | 11000 | 9526 | 125.00 |
| 78026072 | 02/15/2017 | A00253942Meyer, Kayla M.        | S0037611 | 11000 | 9526 | 125.00 |
| 78026073 | 02/15/2017 | A00267922Mikkelsen, Rebecca R.  | S0037610 | 11000 | 9526 | 125.00 |
| 78026074 | 02/15/2017 | A00283329Millwee, Vance R.      | S0037609 | 11000 | 9526 | 125.00 |
| 78026075 | 02/15/2017 | A00244644Miranda, Cristo        | S0037608 | 11000 | 9526 | 125.00 |
| 78026076 | 02/15/2017 | A00244617Miranda, Crystal C.    | S0037607 | 11000 | 9526 | 125.00 |
| 78026077 | 02/15/2017 | A00277980Mitchell, Frederick C. | S0037606 | 11000 | 9526 | 125.00 |
| 78026078 | 02/15/2017 | A00277234Montgomery, Cynthia S. | S0037815 | 11000 | 9526 | 125.00 |
|          |            |                                 | S0037816 | 11000 | 9526 | 125.00 |
| 78026079 | 02/15/2017 | A00274523Morales, Jocelyn       | S0037605 | 11000 | 9526 | 125.00 |
| 78026080 | 02/15/2017 | A00274526Muniz, Brandon A.      | S0037604 | 11000 | 9526 | 125.00 |
| 78026081 | 02/15/2017 | A00274471Murphy, Jacob B.       | S0037603 | 11000 | 9526 | 800.00 |
| 78026082 | 02/15/2017 | A00274528Navarrete, Mariela R.  | S0037730 | 11000 | 9526 | 125.00 |
| 78026083 | 02/15/2017 | A00267450Noriega, Liliana M.    | S0037729 | 11000 | 9526 | 125.00 |
| 78026084 | 02/15/2017 | A00244267Ochoa, Danielle M.     | S0037728 | 11000 | 9526 | 125.00 |
| 78026085 | 02/15/2017 | A00246662Olvera, Maribel        | S0037793 | 11000 | 9526 | 690.00 |
| 78026086 | 02/15/2017 | A00267463Osornia, Jhoana        | S0037727 | 11000 | 9526 | 125.00 |
| 78026087 | 02/15/2017 | A00274617Pardo, Amayrane Y.     | S0037726 | 11000 | 9526 | 125.00 |
| 78026088 | 02/15/2017 | A00267482Parkinson, Tory N.     | S0037725 | 11000 | 9526 | 125.00 |
| 78026089 | 02/15/2017 | A00281422Parra, Enrriqueta      | S0037724 | 11000 | 9526 | 125.00 |
| 78026090 | 02/15/2017 | A00280792Parrish, April V.      | S0037723 | 11000 | 9526 | 125.00 |
| 78026091 | 02/15/2017 | A00284588Peevy, Samantha R.     | S0037722 | 11000 | 9526 | 552.00 |

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| 78026092 | 02/15/2017 | A00276568Peltz, Kierstin N.         | S0037721 | 11000 | 9526 | 63.18    |
| 78026093 | 02/15/2017 | A00260220Pena, Lauren R.            | S0037813 | 11000 | 9526 | 125.00   |
|          |            |                                     | S0037814 | 11000 | 9526 | 125.00   |
| 78026094 | 02/15/2017 | A00267008Perez, Mireya              | S0037811 | 11000 | 9526 | 125.00   |
| 78026094 | 02/15/2017 | A00267008Perez, Mireya              | S0037812 | 11000 | 9526 | 125.00   |
| 78026095 | 02/15/2017 | A00280930Perez, Sonia               | S0037720 | 11000 | 9526 | 125.00   |
| 78026096 | 02/15/2017 | A00281426Pezer, Jacob D.            | S0037719 | 11000 | 9526 | 300.00   |
| 78026097 | 02/15/2017 | A00042454Price, Tiffaney N.         | S0037718 | 11000 | 9526 | 125.00   |
| 78026098 | 02/15/2017 | A00277698Punsalan, Pilar S.         | S0037717 | 11000 | 9526 | 125.00   |
| 78026099 | 02/15/2017 | A00277681Quinonez, Jacob J.         | S0037716 | 11000 | 9526 | 125.00   |
| 78026100 | 02/15/2017 | A00274246Quintanilla, Paige M.      | S0037715 | 11000 | 9526 | 125.00   |
| 78026101 | 02/15/2017 | A00279467Ramirez, Veronica          | S0037792 | 11000 | 9526 | 460.00   |
| 78026102 | 02/15/2017 | A00284770Ramos, Julia M.            | S0037714 | 11000 | 9526 | 125.00   |
| 78026103 | 02/15/2017 | A00273886Ratcliff-Hogan, Keana R.   | S0037713 | 11000 | 9526 | 55.44    |
| 78026104 | 02/15/2017 | A00282948Rawlins, Rebecca-Dawn      | S0037712 | 11000 | 9526 | 110.61   |
| 78026105 | 02/15/2017 | A00276917Reed, Cortney L.           | S0037711 | 11000 | 9526 | 125.00   |
| 78026106 | 02/15/2017 | A00282988Reveles, Steven J.         | S0037710 | 11000 | 9526 | 125.00   |
| 78026107 | 02/15/2017 | A00265329Rivera, Jenifer            | S0037709 | 11000 | 9526 | 125.00   |
| 78026108 | 02/15/2017 | A00247057Rivera, Shannon R.         | S0037708 | 11000 | 9526 | 125.00   |
| 78026109 | 02/15/2017 | A00265372Robles, Marta V.           | S0037707 | 11000 | 9526 | 125.00   |
| 78026110 | 02/15/2017 | A00266942Rocha, Vianna C.           | S0037809 | 11000 | 9526 | 125.00   |
|          |            |                                     | S0037810 | 11000 | 9526 | 125.00   |
| 78026111 | 02/15/2017 | A00265392Rogers, Maxwell D.         | S0037706 | 11000 | 9526 | 125.00   |
| 78026112 | 02/15/2017 | A00275938Roman, Fabian A.           | S0037705 | 11000 | 9526 | 125.00   |
| 78026113 | 02/15/2017 | A00041312Romo, Dario                | S0037704 | 11000 | 9526 | 125.00   |
| 78026114 | 02/15/2017 | A00059471Rosales, Olga P.           | S0037703 | 11000 | 9526 | 125.00   |
| 78026115 | 02/15/2017 | A00260397Rose, Stacy E.             | S0037702 | 11000 | 9526 | 125.00   |
| 78026116 | 02/15/2017 | A00269460Rosenberger, Brinley G.    | S0037701 | 11000 | 9526 | 300.00   |
| 78026117 | 02/15/2017 | A00284628Ruckhaber, Elizabeth A.    | S0037602 | 11000 | 9526 | 125.00   |
| 78026118 | 02/15/2017 | A00282783Ryan, William J.           | S0037601 | 11000 | 9526 | 125.00   |
| 78026119 | 02/15/2017 | A00281771Saindon, John Paul R.      | S0037600 | 11000 | 9526 | 125.00   |
| 78026120 | 02/15/2017 | A00274546Saini, Nancy               | S0037599 | 11000 | 9526 | 125.00   |
| 78026121 | 02/15/2017 | A00243399Salazar, Emily R.          | S0037755 | 11000 | 9526 | 1,690.00 |
| 78026122 | 02/15/2017 | A00280665Sanabria Torres, Maria A.  | S0037598 | 11000 | 9526 | 125.00   |
| 78026123 | 02/15/2017 | A00274429Sanchez, Esther            | S0037807 | 11000 | 9526 | 125.00   |
|          |            |                                     | S0037808 | 11000 | 9526 | 125.00   |
| 78026124 | 02/15/2017 | A00248758Sanders, Angela M.         | S0037597 | 11000 | 9526 | 125.00   |
| 78026125 | 02/15/2017 | A00273034Sanderson, Tara N.         | S0037596 | 11000 | 9526 | 125.00   |
| 78026126 | 02/15/2017 | A00274922Sandridge, Kyle M.         | S0037595 | 11000 | 9526 | 125.00   |
| 78026127 | 02/15/2017 | A00274463Sauceda, Daniela A.        | S0037805 | 11000 | 9526 | 125.00   |
|          |            |                                     | S0037806 | 11000 | 9526 | 125.00   |
| 78026128 | 02/15/2017 | A00277732Scoggins, Megan L.         | S0037594 | 11000 | 9526 | 125.00   |
| 78026129 | 02/15/2017 | A00280843Sequen Poggio, Kimberly M. | S0037791 | 11000 | 9526 | 0.23     |
| 78026130 | 02/15/2017 | A00281581Serrano, Jaziel D.         | S0037593 | 11000 | 9526 | 125.00   |
| 78026131 | 02/15/2017 | A00276192Shannon, Erin E.           | S0037592 | 11000 | 9526 | 300.00   |
| 78026132 | 02/15/2017 | A00281908Shepard, Leslie E.         | S0037591 | 11000 | 9526 | 125.00   |
| 78026133 | 02/15/2017 | A00263837Shoemaker, Justin W.       | S0037590 | 11000 | 9526 | 125.00   |
| 78026134 | 02/15/2017 | A00274550Sidhu, Harkeerat K.        | S0037589 | 11000 | 9526 | 125.00   |
| 78026135 | 02/15/2017 | A00281116Silva Morales, Raziel E.   | S0037666 | 11000 | 9526 | 125.00   |
| 78026136 | 02/15/2017 | A00272604Smith, Katelyn M.          | S0037665 | 11000 | 9526 | 125.00   |
| 78026137 | 02/15/2017 | A00280673Snyder, Ashlan M.          | S0037664 | 11000 | 9526 | 125.00   |

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| 78026138 | 02/15/2017 | A00280570Sorrrell, Savanna R.         | S0037663 | 11000    |       | 9526 |      | 125.00 |          |
| 78026139 | 02/15/2017 | A00283225Spainhoward, Sarah D.        | S0037662 | 11000    |       | 9526 |      | 125.00 |          |
| 78026140 | 02/15/2017 | A00271093Sparks, William R.           | S0037803 | 11000    |       | 9526 |      | 125.00 |          |
|          |            |                                       | S0037804 | 11000    |       | 9526 |      | 125.00 |          |
| 78026141 | 02/15/2017 | A00282777Sterling, Tiffany L.         | S0037661 | 11000    |       | 9526 |      | 125.00 |          |
| 78026142 | 02/15/2017 | A00282605Streiff, Hannah T.           | S0037660 | 11000    |       | 9526 |      | 750.00 |          |
| 78026143 | 02/15/2017 | A00250035Studer, Klara L.             | S0037659 | 11000    |       | 9526 |      | 125.00 |          |
| 78026144 | 02/15/2017 | A00090339Swann, Donnie D.             | S0037658 | 11000    |       | 9526 |      | 125.00 |          |
| 78026145 | 02/15/2017 | A00273062Tabares, Trisha A.           | S0037790 | 11000    |       | 9526 |      | 300.00 |          |
| 78026146 | 02/15/2017 | A00272510Tena, Nashel L.              | S0037657 | 11000    |       | 9526 |      | 125.00 |          |
| 78026147 | 02/15/2017 | A00281340Timmons, Jordyn E.           | S0037656 | 11000    |       | 9526 |      | 125.00 |          |
| 78026148 | 02/15/2017 | A00243063Torres, Jeremy I.            | S0037655 | 11000    |       | 9526 |      | 125.00 |          |
| 78026149 | 02/15/2017 | A00268000Toten, Candice J.            | S0037654 | 11000    |       | 9526 |      | 125.00 |          |
| 78026150 | 02/15/2017 | A00269112Towery, Lynne R.             | S0037653 | 11000    |       | 9526 |      | 125.00 |          |
| 78026151 | 02/15/2017 | A00279506Trevino, Samantha A.         | S0037801 | 11000    |       | 9526 |      | 125.00 |          |
|          |            |                                       | S0037802 | 11000    |       | 9526 |      | 125.00 |          |
| 78026152 | 02/15/2017 | A00269586Turner, Travis L.            | S0037652 | 11000    |       | 9526 |      | 125.00 |          |
| 78026153 | 02/15/2017 | A00283070Uribe, Brenda J.             | S0037651 | 11000    |       | 9526 |      | 125.00 |          |
| 78026154 | 02/15/2017 | A00275877Uribe, Kaylee B.             | S0037650 | 11000    |       | 9526 |      | 125.00 |          |
| 78026155 | 02/15/2017 | A00279219Uribe, Vanessa L.            | S0037649 | 11000    |       | 9526 |      | 125.00 |          |
| 78026156 | 02/15/2017 | A00272445Urioste, Taylor A.           | S0037648 | 11000    |       | 9526 |      | 125.00 |          |
| 78026157 | 02/15/2017 | A00205963Valencia, Leovi M.           | S0037647 | 11000    |       | 9526 |      | 125.00 |          |
| 78026158 | 02/15/2017 | A00267483Vega, Bailey D.              | S0037646 | 11000    |       | 9526 |      | 125.00 |          |
| 78026159 | 02/15/2017 | A00280631Verduzco, Romalia            | S0037645 | 11000    |       | 9526 |      | 125.00 |          |
| 78026160 | 02/15/2017 | A00282609Vergara, Brenda              | S0037644 | 11000    |       | 9526 |      | 125.00 |          |
| 78026161 | 02/15/2017 | A00283192Villasenor, Jacob E.         | S0037789 | 11000    |       | 9526 |      | 276.00 |          |
| 78026162 | 02/15/2017 | A00009706Wade, Lina L.                | S0037643 | 11000    |       | 9526 |      | 125.00 |          |
| 78026163 | 02/15/2017 | A00277043Walinga, Cristina M.         | S0037642 | 11000    |       | 9526 |      | 125.00 |          |
| 78026164 | 02/15/2017 | A00284018Walker, Brett W.             | S0037641 | 11000    |       | 9526 |      | 125.00 |          |
| 78026165 | 02/15/2017 | A00100707Weatherman, Heather E.       | S0037640 | 11000    |       | 9526 |      | 125.00 |          |
| 78026166 | 02/15/2017 | A00277785Witt, Jakob V.               | S0037639 | 11000    |       | 9526 |      | 125.00 |          |
| 78026167 | 02/15/2017 | A00250720Wofford, Jovan               | S0037638 | 11000    |       | 9526 |      | 125.00 |          |
| 78026168 | 02/15/2017 | A00279553Yerby, Riann K.              | S0037799 | 11000    |       | 9526 |      | 125.00 |          |
|          |            |                                       | S0037800 | 11000    |       | 9526 |      | 125.00 |          |
| 78026169 | 02/15/2017 | A00280903Zarraga, Karla Y.            | S0037637 | 11000    |       | 9526 |      | 125.00 |          |
| 78026170 | 02/15/2017 | A00283901Zavaleta, Francisco M.       | S0037788 | 11000    |       | 9526 |      | 690.00 |          |
| 78026171 | 02/21/2017 | A00269611A-C Electric Company         | I0047898 | 37020    | 33528 | 310  | 4310 | 69200  | 134.06   |
|          |            |                                       |          |          | 33528 | 310  | 5632 | 69200  | 1,325.00 |
| 78026172 | 02/21/2017 | A00200023Abate-A-Weed                 | I0047923 | 732374   | 11000 | 431  | 4317 | 65500  | 333.00   |
| 78026173 | 02/21/2017 | A00200034Albertson's                  | I0047874 | 13680118 | 33429 | 310  | 4410 | 69200  | 595.43   |
| 78026174 | 02/21/2017 | A00238497All-Tech Electronic Systems, | I0047932 | 606      | 35827 | 357  | 5631 | 69700  | 600.00   |
| 78026175 | 02/21/2017 | A00288646Amazon Web Services, Inc.    | I0047924 | 90628081 | 11000 | 113  | 5644 | 67801  | 383.85   |
| 78026176 | 02/21/2017 | A00200043American Express             | I0047855 | 11005012 | 12060 | 113  | 4310 | 67801  | 80.17    |
|          |            |                                       |          |          | 11000 | 113  | 4310 | 67801  | 14.98    |
|          |            |                                       |          |          | 11000 | 113  | 5510 | 67801  | 420.00   |
|          |            |                                       |          |          | 11000 | 113  | 5642 | 67801  | 427.15   |
|          |            |                                       |          |          | 11000 | 401  | 5990 | 67200  | 55.50    |
|          |            |                                       |          |          | 11000 | 401  | 5710 | 67200  | 220.81   |
|          |            |                                       |          |          | 11000 | 421  | 4310 | 67200  | 250.80   |
|          |            |                                       |          |          | 11000 | 203  | 6310 | 61200  | 3,442.53 |
|          |            |                                       |          |          | 12000 | 340  | 5710 | 64951  | 501.80   |



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|          |            |                                       |          |          | 11000    | 101   | 5710 | 66004 | 350.00    |
|          |            |                                       |          |          | 12563    | 202   | 5710 | 00000 | 654.30    |
|          |            |                                       |          |          | 11000    | 111   | 5210 | 66002 | 228.00    |
|          |            |                                       |          |          | 11000    | 101   | 5720 | 66004 | 3,020.00  |
| 78026177 | 02/21/2017 | A00269058Aramark Uniform Services     | I0047904 | 60126328 | 11000    | 431   | 5870 | 65100 | 236.50    |
|          |            |                                       |          |          | 11000    | 205   | 5870 | 12042 | 12.00     |
|          |            |                                       |          |          | 39000    | 314   | 5870 | 64991 | 18.00     |
| 78026178 | 02/21/2017 | A00282298Arvizu, Primavera A.         | I0047884 | 013117   | 11000    | 302   | 4410 | 63100 | 64.60     |
| 78026179 | 02/21/2017 | A00202445AT&T Mobility                | I0047928 | 011817   | 39000    | 314   | 5840 | 64991 | 208.49    |
| 78026180 | 02/21/2017 | A00200063Austin's Pest Control, Inc.  | I0047891 | JAN '17  | 12560    | 223   | 5860 | 09565 | 75.00     |
| 78026181 | 02/21/2017 | A00272600Beard Family Trust           | I0047873 | FEB 17   | 12560    | 223   | 5610 | 09565 | 6,250.00  |
| 78026182 | 02/21/2017 | A00249930Best Buy Business Advantage  | I0047892 | 2616019  | 12565    | 223   | 4311 | 09565 | 2,094.23  |
| 78026183 | 02/21/2017 | A00075823Binkley, Everett L.          | I0047859 | MAR 17   | 39000    | 314   | 5610 | 64991 | 1,746.00  |
| 78026184 | 02/21/2017 | A00250001Blake, Paul A.               | I0047889 | 113016   | 12435    | 221   | 4311 | 19010 | 159.08    |
|          |            |                                       |          |          | I0047896 |       |      |       | 52.23     |
|          |            |                                       |          |          | 121316   | 12435 | 221  | 4311  | 19010     |
| 78026185 | 02/21/2017 | A00200103Bozarth, Deborah L.          | I0047952 | 091316   | 33528    | 310   | 5710 | 69200 | 17.84     |
| 78026186 | 02/21/2017 | A00254748Bradley, Regina G.           | I0047926 | 78020221 | 11000    | 000   | 9513 | 00000 | 300.00    |
| 78026187 | 02/21/2017 | A00200107Bright House Networks        | I0047886 | 012617   | 35827    | 357   | 5890 | 69700 | 1,038.13  |
| 78026188 | 02/21/2017 | A00200107Bright House Networks        | I0047887 | 01/26/17 | 35819    | 357   | 5890 | 69700 | 800.00    |
|          |            |                                       |          |          | 35814    | 357   | 5890 | 69700 | 893.79    |
| 78026189 | 02/21/2017 | A00200112BSK & Associates, Inc.       | I0047864 | 0078942  | 42350    | 000   | 5510 | 71002 | 994.00    |
|          |            |                                       |          |          | 42350    | 000   | 5510 | 71002 | 18,857.75 |
| 78026190 | 02/21/2017 | A00202284California Association of Co | I0047935 | 2017     | 31000    | 423   | 5210 | 69100 | 325.00    |
| 78026191 | 02/21/2017 | A00200146Carolina Biological Supply C | I0047879 | 49731419 | 12435    | 221   | 4311 | 19010 | 4,020.91  |
|          |            |                                       |          |          | 12435    | 221   | 5940 | 19010 | 402.86    |
|          |            |                                       |          |          | I0047881 |       |      |       | 105.51    |
|          |            |                                       |          |          | 49743073 | 11000 | 209  | 4311  | 04011     |
|          |            |                                       |          |          | I0047931 |       |      |       | 57.75     |
|          |            |                                       |          |          | 49748402 | 11000 | 209  | 4311  | 04012     |
| 78026192 | 02/21/2017 | A00283035CCLC                         | I0047925 | TTHOMPSO | 12000    | 304   | 5710 | 63200 | 400.00    |
| 78026193 | 02/21/2017 | A00200161CDW-G                        | I0047869 | GPW7374  | 12565    | 223   | 4310 | 09565 | 214.59    |
| 78026194 | 02/21/2017 | A00201051Central Sanitary Supply      | I0047903 | 766758   | 11000    | 431   | 4310 | 65300 | 154.44    |
| 78026194 | 02/21/2017 | A00201051Central Sanitary Supply      | I0047903 | 766758   | 11000    | 431   | 5940 | 65300 | 2.75      |
| 78026195 | 02/21/2017 | A00200167Central Valley Conference    | I0047910 | 1501-02  | 11000    | 352   | 5750 | 69614 | 3,025.00  |
| 78026196 | 02/21/2017 | A00200176Chicago Distribution Center  | I0047936 | 9146750  | 31000    | 423   | 4110 | 69100 | 116.64    |
|          |            |                                       |          |          | 31000    | 423   | 5940 | 69100 | 29.38     |
| 78026197 | 02/21/2017 | A00264649Convergint Technologies, LP  | I0047863 | 605SNG00 | 11000    | 431   | 4310 | 65100 | 3,710.30  |
|          |            |                                       |          |          | 11000    | 431   | 5631 | 65100 | 2,496.00  |
|          |            |                                       |          |          | 11000    | 431   | 5940 | 65100 | 207.56    |
| 78026198 | 02/21/2017 | A00010784Cordova, Anthony L.          | I0047946 | 011317   | 12561    | 223   | 5710 | 60103 | 127.33    |
| 78026199 | 02/21/2017 | A00200220Cutrona, Angelo              | I0047940 | 120116   | 11000    | 352   | 5710 | 69613 | 140.40    |
| 78026200 | 02/21/2017 | A00200243Dick Blick                   | I0047937 | 7193182  | 31000    | 423   | 4310 | 69100 | 147.33    |
| 78026201 | 02/21/2017 | A00265229DK&M Property                | I0047856 | MAR 17   | 39000    | 314   | 5610 | 64991 | 928.00    |
|          |            |                                       |          |          | I0047857 |       |      |       | 2,460.00  |
|          |            |                                       |          |          | MAR. 17  | 39000 | 314  | 5610  | 64991     |
| 78026202 | 02/21/2017 | A00253023Ellucian Company L.P.        | I0047934 | 90212920 | 11000    | 112   | 5710 | 67800 | 1,920.00  |
| 78026203 | 02/21/2017 | A00200307Farmer Bros. Company         | I0047915 | 65087594 | 32000    | 422   | 4410 | 69400 | 502.58    |
| 78026204 | 02/21/2017 | A00067985Farnsworth, Lisa M.          | I0047912 | JAN 17   | 12460    | 206   | 5641 | 12042 | 372.00    |
|          |            |                                       |          |          | 12460    | 206   | 5710 | 12042 | 12.31     |
| 78026205 | 02/21/2017 | A00212896Foundation for California Co | I0047894 | NCOOK    | 12563    | 202   | 5710 | 00000 | 250.00    |
| 78026206 | 02/21/2017 | A00201350Four Seasons Carpet Cleaning | I0047899 | 2245     | 33528    | 310   | 4310 | 69200 | 1,715.30  |
|          |            |                                       |          |          | 33528    | 310   | 5632 | 69200 | 3,676.88  |
| 78026207 | 02/21/2017 | A00282401Fred Pryor Seminars          | I0047895 | 20-26380 | 11000    | 301   | 5710 | 64500 | 39.00     |
| 78026208 | 02/21/2017 | A00283264Frontier California Inc.     | I0047870 | 77000128 | 11000    | 431   | 5840 | 65700 | 995.94    |

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| 78026209 | 02/21/2017 | A00283264Frontier California Inc.     | I0047871 | 79000128 | 11000 | 431 | 5840 | 65700 | 781.22   |
| 78026210 | 02/21/2017 | A00246621Garcia-Tweedy, Stephanie M.  | I0047948 | 093016   | 12434 | 219 | 5710 | 17010 | 31.27    |
|          |            |                                       |          |          | 12435 | 221 | 5710 | 19010 | 31.26    |
| 78026211 | 02/21/2017 | A00200629Grainger                     | I0047867 | 93411228 | 12565 | 223 | 4310 | 09565 | 1,079.19 |
| 78026212 | 02/21/2017 | A00109091Greyhound Lines Inc.         | I0047906 | 134856   | 11000 | 432 | 5740 | 64993 | 1,327.00 |
| 78026213 | 02/21/2017 | A00108731HACU                         | I0047922 | MEM-3906 | 11000 | 111 | 5210 | 66002 | 5,875.00 |
| 78026214 | 02/21/2017 | A00289064Hampton Inn & Suites Cal Exp | I0047872 | 85540238 | 12563 | 202 | 5710 | 00000 | 218.50   |
| 78026215 | 02/21/2017 | A00263473Haslam, Kaila M.             | I0047950 | 120816   | 12434 | 219 | 5710 | 17010 | 25.00    |
| 78026216 | 02/21/2017 | A00244581Independent Fire and Safety, | I0047918 | 29608    | 32000 | 422 | 5632 | 69400 | 434.00   |
| 78026217 | 02/21/2017 | A00277752Jarrahian, Abbas             | I0047919 | 012917   | 11000 | 209 | 4311 | 04013 | 31.63    |
| 78026218 | 02/21/2017 | A00200702K-mart                       | I0047900 | 012517   | 33528 | 310 | 4310 | 69200 | 155.76   |
| 78026219 | 02/21/2017 | A00200715Kern Electric Distributors   | I0047890 | 551651   | 12565 | 223 | 4310 | 09565 | 152.19   |
| 78026220 | 02/21/2017 | A00200806Kern Gardening Service       | I0047933 | 26441    | 12560 | 223 | 5633 | 09565 | 250.00   |
| 78026221 | 02/21/2017 | A00201999Lara, Fernando R.            | I0047939 | 121216   | 11000 | 202 | 5710 | 60100 | 314.40   |
|          |            |                                       | I0047942 | 011917   | 11000 | 202 | 5710 | 60100 | 313.45   |
| 78026222 | 02/21/2017 | A00200730Launspach, DDS., Inc., Danie | I0047866 | 013017   | 12460 | 206 | 5641 | 12042 | 1,134.02 |
| 78026223 | 02/21/2017 | A00200561Medco Supply Company         | I0047908 | 42170933 | 11000 | 352 | 4310 | 69619 | 56.64    |
| 78026224 | 02/21/2017 | A00277751Mendoza, Tina C.             | I0047865 | 010517   | 12563 | 202 | 5740 | 00000 | 1,872.09 |
| 78026225 | 02/21/2017 | A00278032Meteau, Robert               | I0047941 | 012417   | 11000 | 411 | 5710 | 67300 | 246.10   |
|          |            |                                       |          |          | 11000 | 411 | 5710 | 67300 | 22.94    |
|          |            |                                       | I0047953 | 12/13/16 | 12563 | 202 | 5710 | 00000 | 225.00   |
| 78026226 | 02/21/2017 | A00200585NAEYC                        | I0047938 | 013117   | 11000 | 210 | 5210 | 13052 | 180.00   |
| 78026227 | 02/21/2017 | A00220582National Toxicology, Inc.    | I0047862 | I-019036 | 11000 | 352 | 5990 | 69610 | 1,175.00 |
|          |            |                                       | I0047909 | I-019079 | 11000 | 352 | 5990 | 69610 | 120.00   |
| 78026228 | 02/21/2017 | A00271462OCLC, Inc.                   | I0047921 | 00005139 | 11000 | 203 | 5643 | 61200 | 3,887.52 |
| 78026229 | 02/21/2017 | A00252851Pitts, Reginald W.           | I0047947 | 093016   | 12434 | 219 | 5710 | 17010 | 27.94    |
|          |            |                                       |          |          | 12435 | 221 | 5710 | 19010 | 27.94    |
| 78026230 | 02/21/2017 | A00231359Portola Hotel & Spa Monterey | I0047897 | 2973454  | 12551 | 353 | 5710 | 64600 | 1,159.44 |
|          |            |                                       |          |          | 12551 | 353 | 5710 | 64600 | 48.00    |
| 78026231 | 02/21/2017 | A00050381Powell, Cindi L.             | I0047949 | 102216   | 39000 | 308 | 5740 | 69990 | 9.12     |
| 78026232 | 02/21/2017 | A00279987Qualitest USA LC             | I0047878 | U1603-21 | 12435 | 221 | 6414 | 19010 | 3,247.50 |
|          |            |                                       |          |          | 12435 | 221 | 5940 | 19010 | 325.00   |
| 78026233 | 02/21/2017 | A00231833Ray A. Morgan Company Inc.   | I0047875 | 1491973  | 11000 | 401 | 4310 | 67704 | 200.77   |
|          |            |                                       | I0047901 | 1476395  | 11000 | 207 | 5641 | 49999 | 34.57    |
| 78026234 | 02/21/2017 | A00278586ReadyRefresh                 | I0047882 | 012617   | 12603 | 125 | 4310 | 68900 | 20.14    |
| 78026235 | 02/21/2017 | A00280086Rothgeb, Julie J.            | I0047945 | 011817   | 12565 | 223 | 5710 | 60103 | 36.27    |
| 78026236 | 02/21/2017 | A00285838Sammy's Detail               | I0047902 | 0754     | 11000 | 432 | 5632 | 67703 | 190.00   |
| 78026237 | 02/21/2017 | A00275935Supplyworks                  | I0047905 | 38497328 | 11000 | 431 | 4310 | 65300 | 262.30   |
| 78026238 | 02/21/2017 | A00200417Sysco Food Service of Ventur | I0047876 | 17905037 | 33528 | 310 | 4410 | 69200 | 110.36   |
|          |            |                                       | I0047877 | 17906097 | 33429 | 310 | 4410 | 69200 | 2,807.90 |
| 78026239 | 02/21/2017 | A00200423Taft City School District    | I0047861 | 17-091   | 11000 | 432 | 5632 | 67703 | 31.50    |
|          |            |                                       |          |          | 39000 | 314 | 4312 | 64991 | 1.59     |
|          |            |                                       |          |          | 39000 | 314 | 4316 | 64991 | 2.50     |
|          |            |                                       |          |          | 39000 | 314 | 5632 | 64991 | 31.50    |
| 78026240 | 02/21/2017 | A00200862Taft College Bookstore       | I0047911 | 3200     | 11000 | 352 | 4310 | 69618 | 128.64   |
| 78026241 | 02/21/2017 | A00200282True Value Home Center       | I0047880 | 364699   | 12565 | 223 | 4310 | 09565 | 48.25    |
| 78026242 | 02/21/2017 | A00284816Turakhia, Mit                | I0047883 | 120516   | 12435 | 221 | 4311 | 19010 | 14.45    |
| 78026243 | 02/21/2017 | A00243766Tweedy, Allisa M.            | I0047951 | 120816   | 12434 | 219 | 5710 | 17010 | 25.00    |
| 78026244 | 02/21/2017 | A00200338Verizon Wireless             | I0047888 | 97788021 | 11000 | 357 | 5840 | 69700 | 44.25    |
| 78026245 | 02/21/2017 | A00200338Verizon Wireless             | I0047913 | 97793462 | 11000 | 113 | 5840 | 67801 | 38.01    |
|          |            |                                       |          |          | 11000 | 411 | 5840 | 67300 | 72.32    |

**Taft College Check Register Report**

**01-February-17 through 28-February-17**

**FY 16-17**

|              |            |           |                              |          |          |       |     |      |       |          |
|--------------|------------|-----------|------------------------------|----------|----------|-------|-----|------|-------|----------|
| 78026246     | 02/21/2017 | A00200338 | Verizon Wireless             | I0047914 | 97793462 | 12603 | 125 | 4315 | 68900 | 76.02    |
| 78026247     | 02/21/2017 | A00200343 | Vistar Corporation           | I0047916 | 47758714 | 32000 | 422 | 4410 | 69400 | 511.54   |
| 78026248     | 02/21/2017 | A00232538 | Ward's Natural Science       | I0047929 | 80473857 | 11000 | 209 | 4311 | 04014 | 102.20   |
|              |            |           |                              | I0047930 | 80473857 | 11000 | 209 | 4311 | 04014 | 207.30   |
| 78026249     | 02/21/2017 | A00271491 | Watkins, Sherrie D.          | I0047860 | MAR 17   | 39000 | 314 | 5610 | 64991 | 1,310.00 |
| 78026250     | 02/21/2017 | A00201172 | Waugh, Victoria A.           | I0047943 | 012417   | 39000 | 312 | 5710 | 64991 | 49.99    |
|              |            |           |                              | I0047944 | 011017   | 39000 | 312 | 5710 | 64991 | 50.78    |
| 78026251     | 02/21/2017 | A00200355 | West Kern Water District     | I0047907 | 011817   | 12560 | 223 | 5810 | 09565 | 123.94   |
| 78026252     | 02/21/2017 | A00275443 | WestAir Gases & Equipment In | I0047868 | 10439614 | 12565 | 223 | 4311 | 09565 | 82.36    |
| 78026253     | 02/21/2017 | A00200359 | Westchester Plaza, LLC       | I0047893 | MAR 17   | 12461 | 206 | 5611 | 12042 | 2,530.00 |
|              |            |           |                              |          |          | 12461 | 206 | 5890 | 12042 | 890.00   |
| 78026254     | 02/21/2017 | A00073955 | White, Brian L.              | I0047858 | MAR 17   | 39000 | 314 | 5610 | 64991 | 1,400.00 |
| 78026255     | 02/21/2017 | A00264391 | YBP Library Services         | I0047920 | 965409   | 11000 | 203 | 6310 | 61200 | 96.45    |
| 78026256     | 02/21/2017 | A00269739 | York, Damian T.              | I0047927 | 78018054 | 11000 | 000 | 9513 | 00000 | 138.00   |
| 78026257     | 02/21/2017 | A00200388 | Zee Medical Service Co.      | I0047885 | 34-20373 | 11000 | 302 | 4310 | 63100 | 149.77   |
|              |            |           |                              | I0047917 | 34-20373 | 32000 | 422 | 4310 | 69400 | 75.88    |
| =====        |            |           |                              |          |          |       |     |      |       |          |
| BANK TOTAL   |            |           |                              |          |          |       |     |      |       |          |
| 1,252,866.95 |            |           |                              |          |          |       |     |      |       |          |

# Taft College Purchase Order Activity Report

1-February-2017 through 28-February-2017

FY 16-17

| USER ID    | ACTIVITY DATE | VENDOR       |                              | PURCHASE ORDER |            | PURCHASE ORDER | CL         | C       | A           |
|------------|---------------|--------------|------------------------------|----------------|------------|----------------|------------|---------|-------------|
|            |               | NUMBER       | NAME                         | NUMBER         | DATE       |                |            |         |             |
| ARAMIREZ   | 02/02/2017    | A00200509    | P.A.S. Associates            | P0042813       | 01/23/2017 | 01/23/2017     |            |         | \$1,295.00  |
|            |               | A00200712    | Kern County Supt. of Schools | P0042875       | 01/26/2017 | 01/26/2017     |            |         | \$1,071.60  |
|            | 02/06/2017    | A00200425    | Taft College                 | P0042895       | 01/27/2017 | 01/27/2017     |            |         | \$26,313.00 |
|            | 02/07/2017    | A00200425    | Taft College                 | P0042877       | 01/26/2017 | 01/26/2017     |            |         | \$11,187.00 |
|            | 02/10/2017    | A00008647    | Johnson, Kathleen L.         | P0043074       | 02/10/2017 | 02/10/2017     |            |         | \$665.49    |
|            | 02/13/2017    | A00008647    | Johnson, Kathleen L.         | P0043075       | 02/10/2017 | 02/10/2017     |            |         | \$665.49    |
|            |               |              |                              | P0043077       | 02/10/2017 | 02/10/2017     |            |         | \$380.94    |
|            | 02/28/2017    | A00200222    | Daily Midway Driller         | P0043271       | 02/28/2017 | 02/28/2017     |            |         | \$220.75    |
|            |               | A00283238    | Calvary Temple Assembly of G | P0043268       | 02/28/2017 | 02/28/2017     |            |         | \$500.00    |
|            |               |              |                              |                |            |                | TOTAL USER |         |             |
| ASALAZAR   | 02/10/2017    | A00200498    | Office Depot                 | P0043049       | 02/08/2017 | 02/08/2017     |            |         | \$200.40    |
|            |               |              |                              |                |            | TOTAL USER     |            |         | \$200.40    |
| DEKDAHL    | 02/03/2017    | A00229748    | Promotions Now               | P0041386       | 09/19/2016 | 09/19/2016     |            |         | \$314.00    |
|            | 02/06/2017    | A00200498    | Office Depot                 | P0042960       | 02/03/2017 | 02/03/2017     |            |         | \$71.88     |
|            | 02/09/2017    | A00200017    | A.P.I. Plumbing              | P0043054       | 02/09/2017 | 02/09/2017     |            |         | \$211.70    |
|            | 02/13/2017    | A00200017    | A.P.I. Plumbing              | P0043086       | 02/13/2017 | 02/13/2017     |            |         | \$342.98    |
|            |               | A00200862    | Taft College Bookstore       | P0043055       | 02/09/2017 | 02/09/2017     |            |         | \$129.57    |
|            | 02/27/2017    | A00229748    | Promotions Now               | P0043045       | 12/30/2016 | 12/30/2016     |            |         | \$334.63    |
|            |               |              |                              |                |            | TOTAL USER     |            |         | \$1,404.76  |
| DHICKS     | 02/01/2017    | A00200498    | Office Depot                 | P0042879       | 01/26/2017 | 01/26/2017     |            |         | \$670.49    |
|            | 02/02/2017    | A00231833    | Ray A. Morgan Company Inc.   | P0042919       | 01/31/2017 | 01/31/2017     |            |         | \$200.77    |
|            |               | A00267251    | Insight Investments, LLC     | P0042884       | 01/27/2017 | 01/27/2017     |            |         | \$10,514.81 |
|            | 02/05/2017    | A00200498    | Office Depot                 | P0042924       | 01/31/2017 | 01/31/2017     |            |         | \$649.80    |
|            | 02/06/2017    | A00200498    | Office Depot                 | P0042935       | 02/01/2017 | 02/01/2017     |            |         | \$291.62    |
|            | 02/09/2017    | A00234707    | CMS Communications, Inc.     | P0043002       | 02/06/2017 | 02/06/2017     |            |         | \$237.36    |
|            |               | A00264649    | Convergint Technologies, LP  | P0043046       | 02/08/2017 | 02/08/2017     |            |         | \$765.00    |
|            |               | A00253023    | Ellucian Company L.P.        | P0042989       | 02/06/2017 | 02/06/2017     |            |         | \$1,920.00  |
|            | 02/14/2017    | A00200161    | CDW-G                        | P0043073       | 02/10/2017 | 02/10/2017     |            |         | \$540.62    |
|            |               | A00200498    | Office Depot                 | P0043061       | 02/09/2017 | 02/09/2017     |            |         | \$1,045.99  |
|            |               |              |                              | P0043078       | 02/10/2017 | 02/10/2017     |            |         | \$468.22    |
|            |               | A00220080    | CXtec                        | P0043058       | 02/09/2017 | 02/09/2017     |            |         | \$830.93    |
|            |               | A00258334    | CISOA                        | P0043122       | 02/14/2017 | 02/14/2017     |            |         | \$400.00    |
|            | 02/15/2017    | A00234706    | MNJ Technologies Direct, Inc | P0043064       | 02/10/2017 | 02/10/2017     |            |         | \$951.08    |
|            |               | A00200053    | Apple Computer Inc.          | P0043076       | 02/10/2017 | 02/10/2017     |            |         | \$1,992.65  |
|            | 02/16/2017    | A00200498    | Office Depot                 | P0043157       | 02/16/2017 | 02/16/2017     |            |         | \$986.00    |
| 02/18/2017 | A00200498     | Office Depot | P0043124                     | 02/14/2017     | 02/14/2017 |                |            | \$73.54 |             |

**Taft College Purchase Order Activity Report**

**1-February-2017 through 28-February-2017**

**FY 16-17**

| USER ID    | ACTIVITY DATE | VENDOR NUMBER | VENDOR NAME                  | PURCHASE ORDER NUMBER | PURCHASE ORDER DATE | REQ. DATE  | PURCHASE ORDER AMOUNT | CL | C | A            |
|------------|---------------|---------------|------------------------------|-----------------------|---------------------|------------|-----------------------|----|---|--------------|
|            | 02/21/2017    | A00200498     | Office Depot                 | P0043125              | 02/14/2017          | 02/14/2017 |                       |    |   | \$96.23      |
|            |               | A00276687     | JP Marketing                 | P0043152              | 02/16/2017          | 02/16/2017 |                       |    |   | \$2,500.00   |
|            |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$25,135.11  |
| FLARA      | 02/02/2017    | A00250001     | Blake, Paul Anderson.        | P0042939              | 02/02/2017          | 02/02/2017 |                       |    |   | \$85.43      |
|            |               | A00200146     | Carolina Biological Supply C | P0042732              | 01/12/2017          | 01/12/2017 |                       |    |   | \$4,337.54   |
|            |               | A00279987     | Qualitest USA LC             | P0042688              | 11/01/2016          | 11/01/2016 |                       |    |   | \$3,679.20   |
|            |               | A00015850     | Berry, Wendy Jade.           | P0042896              | 01/27/2017          | 01/27/2017 |                       |    |   | \$1,003.04   |
|            | 02/13/2017    | A00250001     | Blake, Paul Anderson.        | P0043051              | 02/09/2017          | 02/09/2017 |                       |    |   | \$196.22     |
|            | 02/14/2017    | A00288933     | Thermo Fisher Scientific, In | P0042865              | 01/26/2017          | 01/26/2017 |                       |    |   | \$4,847.81   |
|            | 02/15/2017    | A00243211     | Quicksilver Software, Inc.   | P0043135              | 02/15/2017          | 02/15/2017 |                       |    |   | \$2,500.00   |
|            |               | A00253173     | University of La Verne       | P0042741              | 01/17/2017          | 01/17/2017 |                       |    |   | \$74,802.12  |
|            | 02/16/2017    | A00249930     | Best Buy Business Advantage  | P0043151              | 02/16/2017          | 02/16/2017 |                       |    |   | \$932.31     |
|            |               | A00289352     | Rio Grande, Inc.             | P0043145              | 02/16/2017          | 02/16/2017 |                       |    |   | \$8,322.34   |
|            |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$100,706.01 |
| GDUNHAM    | 02/03/2017    | A00200307     | Farmer Bros. Company         | P0042943              | 02/02/2017          | 02/02/2017 |                       |    |   | \$502.58     |
|            |               | A00200343     | Vistar Corporation           | P0042942              | 02/02/2017          | 02/02/2017 |                       |    |   | \$511.54     |
|            |               | A00200388     | Zee Medical Service Co.      | P0042941              | 02/02/2017          | 02/02/2017 |                       |    |   | \$75.89      |
|            |               | A00244581     | Independent Fire and Safety, | P0042940              | 02/02/2017          | 02/02/2017 |                       |    |   | \$434.00     |
|            | 02/15/2017    | A00280401     | Flowers Baking Co of Henders | P0043110              | 02/14/2017          | 02/14/2017 |                       |    |   | \$200.64     |
|            | 02/23/2017    | A00200522     | Pepsi-Cola Company           | P0043147              | 02/16/2017          | 02/16/2017 |                       |    |   | \$2,779.56   |
|            |               | A00200307     | Farmer Bros. Company         | P0043148              | 02/16/2017          | 02/16/2017 |                       |    |   | \$922.68     |
|            |               | A00200034     | Albertson's                  | P0043183              | 02/22/2017          | 02/22/2017 |                       |    |   | \$43.91      |
|            |               | A00200284     | U.S. Foods                   | P0043185              | 02/22/2017          | 02/22/2017 |                       |    |   | \$7,799.15   |
|            |               | A00200417     | Sysco Food Service of Ventur | P0043149              | 02/16/2017          | 02/16/2017 |                       |    |   | \$14,678.11  |
|            |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$27,948.06  |
| JCHAIDEZ   | 02/15/2017    | A00200393     | Sparkletts                   | P0043132              | 02/15/2017          | 02/15/2017 |                       |    |   | \$55.53      |
|            |               |               |                              | P0043133              | 02/15/2017          | 02/15/2017 |                       |    |   | \$16.99      |
|            |               |               |                              | P0043134              | 02/15/2017          | 02/15/2017 |                       |    |   | \$94.11      |
|            |               | A00200846     | ACT WorkKeys                 | P0043136              | 02/15/2017          | 02/15/2017 |                       |    |   | \$340.25     |
|            |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$506.88     |
| JEDMAISTON | 02/07/2017    | A00200433     | Vibul Tangpraphaphorn, M.D.  | P0042777              | 01/18/2017          | 01/18/2017 |                       |    |   | \$915.00     |
|            |               | A00200561     | Medco Supply Company         | P0042926              | 02/01/2017          | 02/01/2017 |                       |    |   | \$56.65      |
|            |               | A00200862     | Taft College Bookstore       | P0042931              | 02/01/2017          | 02/01/2017 |                       |    |   | \$128.64     |
|            |               | A00220582     | National Toxicology, Inc.    | P0042927              | 02/01/2017          | 02/01/2017 |                       |    |   | \$120.00     |

# Taft College Purchase Order Activity Report

## 1-February-2017 through 28-February-2017

### FY 16-17

| USER ID  | ACTIVITY DATE | VENDOR    |                              | PURCHASE ORDER |            | PURCHASE ORDER | CL         | C | A            |
|----------|---------------|-----------|------------------------------|----------------|------------|----------------|------------|---|--------------|
|          |               | NUMBER    | NAME                         | NUMBER         | DATE       |                |            |   |              |
|          |               | A00233814 | D3 Sports                    | P0042930       | 02/01/2017 | 02/01/2017     |            |   | \$460.10     |
|          | 02/08/2017    | A00200498 | Office Depot                 | P0043024       | 02/07/2017 | 02/07/2017     |            |   | \$97.82      |
|          | 02/09/2017    | A00200167 | Central Valley Conference    | P0042929       | 02/01/2017 | 02/01/2017     |            |   | \$3,025.00   |
|          |               | A00220582 | National Toxicology, Inc.    | P0042955       | 02/02/2017 | 02/02/2017     |            |   | \$1,175.00   |
|          | 02/10/2017    | A00220582 | National Toxicology, Inc.    | P0043023       | 02/07/2017 | 02/07/2017     |            |   | \$30.00      |
|          | 02/14/2017    | A00244660 | J & J Supply, Inc.           | P0043048       | 02/08/2017 | 02/08/2017     |            |   | \$136.34     |
|          |               | A00281160 | BSN Sports, LLC              | P0043063       | 02/10/2017 | 02/10/2017     |            |   | \$683.50     |
|          | 02/15/2017    | A00200167 | Central Valley Conference    | P0043127       | 02/15/2017 | 02/15/2017     |            |   | \$2,755.00   |
|          |               |           |                              | P0043128       | 02/15/2017 | 02/15/2017     |            |   | \$5,575.00   |
|          |               | A00200502 | Orange Belt Stages           | P0043130       | 02/15/2017 | 02/15/2017     |            |   | \$885.00     |
|          | 02/27/2017    | A00200149 | Carquest Auto Parts          | P0043243       | 02/27/2017 | 02/27/2017     |            |   | \$33.30      |
|          |               | A00200282 | True Value Home Center       | P0043246       | 02/27/2017 | 02/27/2017     |            |   | \$18.54      |
|          |               |           |                              |                |            |                | TOTAL USER |   | \$16,094.89  |
| JGARRETT | 02/16/2017    | A00280910 | Independent Living Center of | P0043082       | 02/13/2017 | 02/13/2017     |            |   | \$2,730.00   |
|          |               |           |                              |                |            |                | TOTAL USER |   | \$2,730.00   |
| JMADDING | 02/01/2017    | A00200052 | AP Architects                | P0042816       | 01/23/2017 | 01/23/2017     |            |   | \$25,580.31  |
|          | 02/02/2017    | A00285769 | California Averland Construc | P0042885       | 01/27/2017 | 01/27/2017     |            |   | \$274,998.04 |
|          | 02/03/2017    | A00200112 | BSK & Associates, Inc.       | P0042952       | 02/02/2017 | 02/02/2017     |            |   | \$19,851.75  |
|          |               | A00254748 | Bradley, Regina Golden.      | P0042944       | 02/02/2017 | 02/02/2017     |            |   | \$300.00     |
|          |               | A00269739 | York, Damian Tanner.         | P0042945       | 02/02/2017 | 02/02/2017     |            |   | \$138.00     |
|          | 02/07/2017    | A00283264 | Frontier California Inc.     | P0042974       | 02/06/2017 | 02/06/2017     |            |   | \$995.94     |
|          |               |           |                              | P0042975       | 02/06/2017 | 02/06/2017     |            |   | \$781.22     |
|          | 02/09/2017    | A00200078 | The Bank of New York         | P0043010       | 02/07/2017 | 02/07/2017     |            |   | \$795.00     |
|          |               | A00200423 | Taft City School District    | P0043007       | 02/07/2017 | 02/07/2017     |            |   | \$31.56      |
|          |               | A00224086 | inContact, Inc.              | P0043012       | 02/07/2017 | 02/07/2017     |            |   | \$1,821.99   |
|          |               | A00259229 | Blackboard Inc.              | P0043009       | 02/07/2017 | 02/07/2017     |            |   | \$49.50      |
|          |               | A00266450 | USBank                       | P0043006       | 02/07/2017 | 02/07/2017     |            |   | \$2,750.00   |
|          |               | A00200355 | West Kern Water District     | P0043004       | 02/07/2017 | 02/07/2017     |            |   | \$1,121.12   |
|          | 02/13/2017    | A00200293 | United Parcel Service        | P0043097       | 02/13/2017 | 02/13/2017     |            |   | \$1,500.81   |
|          |               | A00200559 | McMurray, Robert B.          | P0043083       | 02/13/2017 | 02/13/2017     |            |   | \$10.00      |
|          |               | A00200704 | Karwoski, John               | P0043092       | 02/13/2017 | 02/13/2017     |            |   | \$10,920.00  |
|          |               | A00200862 | Taft College Bookstore       | P0043091       | 02/13/2017 | 02/13/2017     |            |   | \$120.33     |
|          |               | A00283264 | Frontier California Inc.     | P0043090       | 02/13/2017 | 02/13/2017     |            |   | \$124.93     |
|          |               | A00284635 | Prousy's, Inc.               | P0043095       | 02/13/2017 | 02/13/2017     |            |   | \$24,291.79  |
|          | 02/14/2017    | A00200043 | American Express             | P0042906       | 01/30/2017 | 02/14/2017     |            |   | \$9,666.04   |
|          | 02/15/2017    | A00200430 | Taft Plaza, LLC              | P0043103       | 02/14/2017 | 02/14/2017     |            |   | \$1,907.00   |
|          |               | A00200052 | AP Architects                | P0043101       | 02/13/2017 | 02/13/2017     |            |   | \$17,812.81  |
|          | 02/16/2017    | A00200181 | City of Taft                 | P0043096       | 02/13/2017 | 02/13/2017     |            |   | \$7,827.44   |

**Taft College Purchase Order Activity Report**

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**FY 16-17**

| USER ID    | ACTIVITY DATE | VENDOR    |                              | PURCHASE ORDER |            | PURCHASE ORDER | CL         | C | A            |
|------------|---------------|-----------|------------------------------|----------------|------------|----------------|------------|---|--------------|
|            |               | NUMBER    | NAME                         | NUMBER         | DATE       |                |            |   |              |
|            | 02/23/2017    | A00200423 | Taft City School District    | P0043172       | 02/21/2017 | 02/21/2017     |            |   | \$31.56      |
|            |               | A00200498 | Office Depot                 | P0043169       | 02/21/2017 | 02/21/2017     |            |   | \$101.92     |
|            |               |           |                              | P0043170       | 02/21/2017 | 02/21/2017     |            |   | \$7.71       |
|            |               | A00255644 | U.S. Bank Equipment Finance  | P0043166       | 02/21/2017 | 02/21/2017     |            |   | \$485.42     |
|            |               |           |                              | P0043167       | 02/21/2017 | 02/21/2017     |            |   | \$434.36     |
|            |               | A00285820 | O'Connor Construction Manage | P0043171       | 02/21/2017 | 02/21/2017     |            |   | \$1,800.00   |
|            |               | A00257716 | Capitol Public Finance Group | P0043191       | 02/22/2017 | 02/22/2017     |            |   | \$4,175.00   |
|            |               | A00274011 | Bronco Electric, Inc.        | P0043186       | 02/22/2017 | 02/22/2017     |            |   | \$1,654.76   |
|            |               | A00283264 | Frontier California Inc.     | P0043187       | 02/22/2017 | 02/22/2017     |            |   | \$39.97      |
|            | 02/25/2017    | A00200498 | Office Depot                 | P0043168       | 02/21/2017 | 02/21/2017     |            |   | \$54.60      |
|            | 02/27/2017    | A00200508 | P. G. & E.                   | P0043153       | 02/16/2017 | 02/16/2017     |            |   | \$32,229.11  |
|            | 02/28/2017    | A00200378 | WKCCD Custodian Revolving Ca | P0043266       | 02/28/2017 | 02/28/2017     |            |   | \$1,967.42   |
|            |               |           |                              |                |            |                | -----      |   |              |
|            |               |           |                              |                |            |                | TOTAL USER |   | \$446,377.41 |
| JPATTERSON | 02/01/2017    | A00201045 | Golling, Greg P.             | P0042870       | 01/26/2017 | 01/26/2017     |            |   | \$206.72     |
|            | 02/03/2017    | A00200498 | Office Depot                 | P0042946       | 02/02/2017 | 02/02/2017     |            |   | \$51.47      |
|            |               |           |                              | P0042948       | 02/02/2017 | 02/02/2017     |            |   | \$109.18     |
|            |               |           |                              | P0042949       | 02/02/2017 | 02/02/2017     |            |   | \$227.61     |
|            |               |           |                              | P0042957       | 02/03/2017 | 02/03/2017     |            |   | \$66.11      |
|            |               |           |                              | P0042958       | 02/03/2017 | 02/03/2017     |            |   | \$17.12      |
|            |               |           |                              | P0042959       | 02/03/2017 | 02/03/2017     |            |   | \$38.57      |
|            |               | A00200656 | Jacobi, Victoria J.          | P0042950       | 02/02/2017 | 02/02/2017     |            |   | \$101.21     |
| 02/06/2017 |               | A00284648 | Daniels, Debra               | P0042934       | 02/01/2017 | 02/01/2017     |            |   | \$1,576.17   |
|            |               | A00200146 | Carolina Biological Supply C | P0042970       | 02/06/2017 | 02/06/2017     |            |   | \$413.30     |
|            |               | A00200323 | Flinn Scientific, Inc.       | P0042972       | 02/06/2017 | 02/06/2017     |            |   | \$158.09     |
|            |               | A00200585 | NAEYC                        | P0042973       | 02/06/2017 | 02/06/2017     |            |   | \$180.00     |
|            |               | A00277752 | Jarrahan, Abbas              | P0042969       | 02/06/2017 | 02/06/2017     |            |   | \$31.63      |
| 02/07/2017 |               | A00200146 | Carolina Biological Supply C | P0042971       | 02/06/2017 | 02/06/2017     |            |   | \$1,409.54   |
| 02/08/2017 |               | A00200498 | Office Depot                 | P0043020       | 02/07/2017 | 02/07/2017     |            |   | \$47.27      |
|            |               |           |                              | P0043021       | 02/07/2017 | 02/07/2017     |            |   | \$60.36      |
|            |               | A00200656 | Jacobi, Victoria J.          | P0043019       | 02/07/2017 | 02/07/2017     |            |   | \$447.56     |
|            |               | A00262851 | Lytte, Steve                 | P0043025       | 02/07/2017 | 02/07/2017     |            |   | \$54.72      |
| 02/09/2017 |               | A00200580 | Museum of Tolerance          | P0042976       | 02/06/2017 | 02/06/2017     |            |   | \$1,050.00   |
|            |               | A00108731 | HACU                         | P0042982       | 02/06/2017 | 02/06/2017     |            |   | \$5,875.00   |
|            |               | A00265784 | Patterson, Jo Ellen.         | P0043047       | 02/08/2017 | 02/08/2017     |            |   | \$89.17      |
| 02/13/2017 |               | A00266014 | World Institute for Nurturin | P0043053       | 02/09/2017 | 02/09/2017     |            |   | \$85.00      |
|            |               | A00257900 | Hall, Daniel Nathan.         | P0043056       | 02/09/2017 | 02/09/2017     |            |   | \$88.28      |
| 02/14/2017 |               | A00286476 | SmartCatalog                 | P0043068       | 02/10/2017 | 02/10/2017     |            |   | \$7,260.00   |
| 02/15/2017 |               | A00280596 | General Production Services  | P0043088       | 02/13/2017 | 02/13/2017     |            |   | \$29,000.00  |
|            |               | A00200143 | Carlson, Kamala A.           | P0043131       | 02/15/2017 | 02/15/2017     |            |   | \$113.98     |
| 02/21/2017 |               | A00200243 | Dick Blick                   | P0042724       | 01/12/2017 | 01/12/2017     |            |   | \$2,187.79   |

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|----------|---------------|-----------|------------------------------|----------------|------------|----------------|------------|---|-------------|
|          |               | NUMBER    | NAME                         | NUMBER         | DATE       |                |            |   |             |
|          |               | A00257900 | Hall, Daniel Nathan.         | P0043139       | 02/15/2017 | 02/15/2017     |            |   | \$92.56     |
|          |               | A00200498 | Office Depot                 | P0043146       | 02/16/2017 | 02/16/2017     |            |   | \$90.87     |
|          |               | A00200862 | Taft College Bookstore       | P0043156       | 02/16/2017 | 02/16/2017     |            |   | \$562.16    |
|          |               | A00288734 | Detector Electronics Corp    | P0042808       | 01/23/2017 | 01/23/2017     |            |   | \$951.96    |
|          |               | A00200498 | Office Depot                 | P0043142       | 02/15/2017 | 02/15/2017     |            |   | \$23.06     |
|          | 02/22/2017    | A00230471 | The Storage Bin              | P0043182       | 02/22/2017 | 02/22/2017     |            |   | \$337.50    |
|          | 02/23/2017    | A00200243 | Dick Blick                   | P0043204       | 02/23/2017 | 02/23/2017     |            |   | \$1,304.27  |
|          |               | A00269582 | Jiles, Michael Lee.          | P0043224       | 02/23/2017 | 02/23/2017     |            |   | \$321.85    |
|          | 02/24/2017    | A00280761 | County of Kern Public Works  | P0043087       | 02/13/2017 | 02/13/2017     |            |   | \$6,000.00  |
|          | 02/25/2017    | A00200153 | CCCCIO                       | P0043181       | 02/22/2017 | 02/22/2017     |            |   | \$750.00    |
|          |               | A00200143 | Carlson, Kamala A.           | P0043209       | 02/23/2017 | 02/23/2017     |            |   | \$371.09    |
|          |               | A00257900 | Hall, Daniel Nathan.         | P0043211       | 02/23/2017 | 02/23/2017     |            |   | \$575.57    |
|          |               | A00002482 | May, James Patrick.          | P0043214       | 02/23/2017 | 02/23/2017     |            |   | \$185.93    |
|          | 02/28/2017    | A00200378 | WKCCD Custodian Revolving Ca | P0043279       | 02/28/2017 | 02/28/2017     |            |   | \$968.46    |
|          |               |           |                              |                |            |                | TOTAL USER |   | \$63,481.13 |
| JROTHGEB | 02/01/2017    | A00200063 | Austin's Pest Control, Inc.  | P0042915       | 01/30/2017 | 01/30/2017     |            |   | \$75.00     |
|          |               | A00200355 | West Kern Water District     | P0042916       | 01/30/2017 | 01/30/2017     |            |   | \$123.94    |
|          |               | A00200715 | Kern Electric Distributors   | P0042917       | 01/30/2017 | 01/30/2017     |            |   | \$152.18    |
|          |               | A00275443 | WestAir Gases & Equipment In | P0042575       | 01/04/2017 | 01/04/2017     |            |   | \$534.62    |
|          | 02/03/2017    | A00200498 | Office Depot                 | P0042933       | 02/01/2017 | 02/01/2017     |            |   | \$157.91    |
|          |               | A00200806 | Kern Gardening Service       | P0042963       | 02/03/2017 | 02/03/2017     |            |   | \$250.00    |
|          |               | A00275443 | WestAir Gases & Equipment In | P0042954       | 02/02/2017 | 02/02/2017     |            |   | \$82.36     |
|          |               | A00288863 | Charter Communications Opera | P0042965       | 02/03/2017 | 02/03/2017     |            |   | \$403.13    |
|          | 02/07/2017    | A00200161 | CDW-G                        | P0042778       | 01/18/2017 | 01/18/2017     |            |   | \$1,170.03  |
|          |               | A00200629 | Grainger                     | P0042640       | 01/10/2017 | 01/10/2017     |            |   | \$1,079.19  |
|          |               | A00255187 | Fernandez, Aldrin Luben.     | P0042932       | 02/01/2017 | 02/01/2017     |            |   | \$1,137.19  |
|          | 02/13/2017    | A00275443 | WestAir Gases & Equipment In | P0043050       | 02/09/2017 | 02/09/2017     |            |   | \$61.34     |
|          |               | A00010784 | Cordova, Anthony L.          | P0043069       | 02/10/2017 | 02/10/2017     |            |   | \$414.71    |
|          |               | A00200282 | True Value Home Center       | P0043099       | 02/13/2017 | 02/13/2017     |            |   | \$13.71     |
|          |               | A00200393 | Sparkletts                   | P0043070       | 02/10/2017 | 02/10/2017     |            |   | \$99.87     |
|          |               | A00200498 | Office Depot                 | P0043072       | 02/10/2017 | 02/10/2017     |            |   | \$86.82     |
|          |               | A00200950 | Furman, Tori J.              | P0043089       | 02/13/2017 | 02/13/2017     |            |   | \$46.01     |
|          |               | A00277845 | Double D Cleaning Service    | P0043093       | 02/13/2017 | 02/13/2017     |            |   | \$240.00    |
|          | 02/21/2017    | A00200017 | A.P.I. Plumbing              | P0043094       | 02/13/2017 | 02/13/2017     |            |   | \$15.02     |
|          |               | A00200508 | P. G. & E.                   | P0043137       | 02/15/2017 | 02/15/2017     |            |   | \$273.96    |
|          |               | A00231833 | Ray A. Morgan Company Inc.   | P0043100       | 02/13/2017 | 02/13/2017     |            |   | \$38.66     |
|          |               | A00256927 | Richards, Kristi N.          | P0043138       | 02/15/2017 | 02/15/2017     |            |   | \$34.98     |
|          | 02/25/2017    | A00200107 | Bright House Networks        | P0043173       | 02/21/2017 | 02/21/2017     |            |   | \$403.13    |
|          |               | A00281108 | BlueTarp Financial, Inc.     | P0043143       | 02/15/2017 | 02/15/2017     |            |   | \$896.31    |
|          | 02/28/2017    | A00275443 | WestAir Gases & Equipment In | P0042956       | 02/02/2017 | 02/02/2017     |            |   | \$91.16     |



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|----------|---------------|---------------|------------------------------|-----------------------|---------------------|------------|-----------------------|----|---|------------|
|          |               |               |                              | P0043252              | 02/27/2017          | 02/27/2017 |                       |    |   | \$7.14     |
|          |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$7,888.37 |
| KALLIKAS | 02/14/2017    | A00200862     | Taft College Bookstore       | P0043052              | 02/09/2017          | 02/09/2017 |                       |    |   | \$20.37    |
|          | 02/15/2017    | A00200862     | Taft College Bookstore       | P0043115              | 02/14/2017          | 02/14/2017 |                       |    |   | \$349.56   |
|          |               |               |                              | P0043116              | 02/14/2017          | 02/14/2017 |                       |    |   | \$133.14   |
|          |               |               |                              | P0043117              | 02/14/2017          | 02/14/2017 |                       |    |   | \$288.70   |
|          |               |               |                              | P0043118              | 02/14/2017          | 02/14/2017 |                       |    |   | \$139.97   |
|          |               |               |                              | P0043119              | 02/14/2017          | 02/14/2017 |                       |    |   | \$108.45   |
|          |               |               |                              | P0043120              | 02/14/2017          | 02/14/2017 |                       |    |   | \$333.63   |
|          |               |               |                              | P0043121              | 02/14/2017          | 02/14/2017 |                       |    |   | \$228.25   |
|          |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$1,602.07 |
| KEHELMS  | 02/07/2017    | A00283264     | Frontier California Inc.     | P0042267              | 11/29/2016          | 11/29/2016 |                       |    |   | \$135.17   |
|          |               | A00200016     | 4Imprint                     | P0042994              | 02/06/2017          | 02/06/2017 |                       |    |   | \$717.02   |
|          |               | A00200176     | Chicago Distribution Center  | P0042978              | 02/06/2017          | 02/06/2017 |                       |    |   | \$146.02   |
|          |               | A00200243     | Dick Blick                   | P0042977              | 02/06/2017          | 02/06/2017 |                       |    |   | \$147.33   |
|          |               | A00200393     | Sparkletts                   | P0042985              | 02/06/2017          | 02/06/2017 |                       |    |   | \$28.14    |
|          |               | A00202284     | California Association of Co | P0042979              | 02/06/2017          | 02/06/2017 |                       |    |   | \$325.00   |
|          |               | A00202567     | Bags and Bows                | P0042986              | 02/06/2017          | 02/06/2017 |                       |    |   | \$102.22   |
|          |               | A00210330     | Redleaf Press                | P0042990              | 02/06/2017          | 02/06/2017 |                       |    |   | \$547.50   |
|          |               | A00210963     | J. America                   | P0042995              | 02/06/2017          | 02/06/2017 |                       |    |   | \$463.22   |
|          |               | A00255612     | Simon & Schuster, Inc.       | P0042988              | 02/06/2017          | 02/06/2017 |                       |    |   | \$448.80   |
|          |               | A00258705     | El Dorado Trading Group      | P0042980              | 02/06/2017          | 02/06/2017 |                       |    |   | \$1,875.79 |
|          |               | A00265008     | Foundation for Critical Thin | P0042993              | 02/06/2017          | 02/06/2017 |                       |    |   | \$130.48   |
|          |               | A00284611     | Dahlstrom & Company          | P0042991              | 02/06/2017          | 02/06/2017 |                       |    |   | \$63.36    |
|          |               | A00200175     | Chevron Valley Credit Union, | P0043001              | 02/06/2017          | 02/06/2017 |                       |    |   | \$582.83   |
|          |               | A00200181     | City of Taft                 | P0043000              | 02/06/2017          | 02/06/2017 |                       |    |   | \$91.31    |
|          |               | A00200498     | Office Depot                 | P0042999              | 02/06/2017          | 02/06/2017 |                       |    |   | \$108.82   |
|          |               | A00227772     | MBS Textbook Exchange, Inc.  | P0042996              | 02/06/2017          | 02/06/2017 |                       |    |   | \$8,947.50 |
|          |               | A00234628     | MPS                          | P0042997              | 02/06/2017          | 02/06/2017 |                       |    |   | \$860.83   |
|          |               | A00260080     | Nature Explore               | P0042998              | 02/06/2017          | 02/06/2017 |                       |    |   | \$115.62   |
|          | 02/09/2017    | A00200425     | Taft College                 | P0043016              | 02/07/2017          | 02/07/2017 |                       |    |   | \$9,900.00 |
|          |               |               |                              | P0043017              | 02/07/2017          | 02/07/2017 |                       |    |   | \$30.00    |
|          |               |               |                              | P0043018              | 02/07/2017          | 02/07/2017 |                       |    |   | \$540.00   |
|          |               | A00200521     | Pens Etc.                    | P0043013              | 02/07/2017          | 02/07/2017 |                       |    |   | \$568.52   |
|          |               | A00259338     | Ajax Sign Graphics, Inc.     | P0043014              | 02/07/2017          | 02/07/2017 |                       |    |   | \$223.00   |
|          | 02/13/2017    | A00200472     | Scantron Corporation         | P0043098              | 02/13/2017          | 02/13/2017 |                       |    |   | \$855.67   |
|          | 02/15/2017    | A00200518     | Pearson Education            | P0043109              | 02/14/2017          | 02/14/2017 |                       |    |   | \$452.20   |
|          |               | A00200827     | W.W. Norton & Company Inc.   | P0043104              | 02/14/2017          | 02/14/2017 |                       |    |   | \$2,008.86 |

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|----------|---------------|---------------|------------------------------|-----------------------|---------------------|------------|-----------------------|----|---|-------------|
|          |               | A00200693     | John Wiley & Sons, Inc.      | P0043112              | 02/14/2017          | 02/14/2017 |                       |    |   | \$537.37    |
|          |               | A00234793     | Southwest Signs              | P0043111              | 02/14/2017          | 02/14/2017 |                       |    |   | \$433.48    |
|          | 02/24/2017    | A00200107     | Bright House Networks        | P0043207              | 02/23/2017          | 02/23/2017 |                       |    |   | \$150.49    |
|          |               | A00200175     | Chevron Valley Credit Union, | P0043206              | 02/23/2017          | 02/23/2017 |                       |    |   | \$2,126.04  |
|          |               | A00200193     | Colorado Nut Company         | P0043213              | 02/23/2017          | 02/23/2017 |                       |    |   | \$202.23    |
|          |               | A00200508     | P. G. & E.                   | P0043210              | 02/23/2017          | 02/23/2017 |                       |    |   | \$670.04    |
|          |               | A00227772     | MBS Textbook Exchange, Inc.  | P0043208              | 02/23/2017          | 02/23/2017 |                       |    |   | \$18,514.00 |
|          |               | A00237176     | SSD Systems                  | P0043200              | 02/23/2017          | 02/23/2017 |                       |    |   | \$55.51     |
|          |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$53,104.37 |
| KHASLAM  | 02/01/2017    | A00200498     | Office Depot                 | P0042894              | 01/27/2017          | 01/27/2017 |                       |    |   | \$48.97     |
|          | 02/15/2017    | A00200498     | Office Depot                 | P0042966              | 02/03/2017          | 02/03/2017 |                       |    |   | \$20.90     |
|          |               | A00289058     | Home Science Tools           | P0043065              | 02/10/2017          | 02/10/2017 |                       |    |   | \$570.15    |
|          | 02/23/2017    | A00239619     | National Science Teachers As | P0043205              | 02/23/2017          | 02/23/2017 |                       |    |   | \$1,170.00  |
|          |               | A00289360     | Courtyard Marriott LA Live   | P0043225              | 02/23/2017          | 02/23/2017 |                       |    |   | \$4,955.74  |
|          |               | A00239619     | National Science Teachers As | P0043203              | 02/23/2017          | 02/23/2017 |                       |    |   | \$423.64    |
|          |               |               |                              | P0043202              | 02/23/2017          | 02/23/2017 |                       |    |   | \$327.11    |
|          |               |               |                              | P0043201              | 02/23/2017          | 02/23/2017 |                       |    |   | \$423.64    |
|          |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$7,940.15  |
| KHELMS   | 02/01/2017    | A00244581     | Independent Fire and Safety, | P0042756              | 01/17/2017          | 01/17/2017 |                       |    |   | \$202.50    |
|          | 02/02/2017    | A00200240     | Dept. of Social Services     | P0042757              | 01/17/2017          | 01/17/2017 |                       |    |   | \$1,694.00  |
|          | 02/09/2017    | A00200498     | Office Depot                 | P0042899              | 01/27/2017          | 01/27/2017 |                       |    |   | \$191.34    |
|          |               | A00200702     | K-mart                       | P0042898              | 01/27/2017          | 01/27/2017 |                       |    |   | \$155.76    |
|          |               | A00201350     | Four Seasons Carpet Cleaning | P0042901              | 01/27/2017          | 01/27/2017 |                       |    |   | \$5,392.18  |
|          |               | A00269611     | A-C Electric Company         | P0042900              | 01/27/2017          | 01/27/2017 |                       |    |   | \$1,459.06  |
|          | 02/13/2017    | A00200417     | Sysco Food Service of Ventur | P0042897              | 01/27/2017          | 01/27/2017 |                       |    |   | \$110.36    |
|          |               | A00200702     | K-mart                       | P0043035              | 02/07/2017          | 02/07/2017 |                       |    |   | \$141.01    |
|          |               | A00237176     | SSD Systems                  | P0043036              | 02/07/2017          | 02/07/2017 |                       |    |   | \$129.10    |
|          |               | A00244581     | Independent Fire and Safety, | P0043037              | 02/07/2017          | 02/07/2017 |                       |    |   | \$113.50    |
|          | 02/21/2017    | A00201051     | Central Sanitary Supply      | P0043033              | 02/07/2017          | 02/07/2017 |                       |    |   | \$460.49    |
|          |               | A00256341     | Terminix                     | P0043034              | 02/07/2017          | 02/07/2017 |                       |    |   | \$804.00    |
|          | 02/27/2017    | A00200017     | A.P.I. Plumbing              | P0043189              | 02/22/2017          | 02/22/2017 |                       |    |   | \$271.88    |
|          |               | A00200282     | True Value Home Center       | P0043194              | 02/22/2017          | 02/22/2017 |                       |    |   | \$592.53    |
|          |               | A00200498     | Office Depot                 | P0043192              | 02/22/2017          | 02/22/2017 |                       |    |   | \$94.72     |
|          |               | A00201051     | Central Sanitary Supply      | P0043193              | 02/22/2017          | 02/22/2017 |                       |    |   | \$529.39    |
|          |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$12,341.82 |
| LLECUYER | 02/21/2017    | A00200259     | Driller Printers             | P0043084              | 11/30/2016          | 11/30/2016 |                       |    |   | \$126.86    |
|          |               |               |                              |                       |                     |            | TOTAL USER            |    |   | \$126.86    |

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|           |               | NUMBER    | NAME                         | NUMBER         | DATE       |                |            |          |             |
| MBLANCO   | 02/03/2017    | A00200388 | Zee Medical Service Co.      | P0042918       | 01/30/2017 | 01/30/2017     |            |          | \$149.77    |
|           |               | A00282298 | Arvizu, Primavera Azul.      | P0042921       | 01/31/2017 | 01/31/2017     |            |          | \$64.60     |
|           |               | A00282401 | Fred Pryor Seminars          | P0042922       | 01/31/2017 | 01/31/2017     |            |          | \$39.00     |
|           | 02/07/2017    | A00283035 | CCLC                         | P0042962       | 02/03/2017 | 02/03/2017     |            |          | \$400.00    |
|           | 02/10/2017    | A00200054 | Applied Technology Group, In | P0043027       | 02/07/2017 | 02/07/2017     |            |          | \$47.50     |
|           |               | A00200437 | Anderson, Amber Denise.      | P0043028       | 02/07/2017 | 02/07/2017     |            |          | \$164.78    |
|           | 02/13/2017    | A00215716 | Kern County Auditors Office  | P0043079       | 02/10/2017 | 02/10/2017     |            |          | \$33.00     |
|           |               | A00271533 | Ace Marketing and Advertisin | P0043039       | 02/07/2017 | 02/07/2017     |            |          | \$5,000.00  |
|           | 02/14/2017    | A00212896 | Foundation for California Co | P0042920       | 01/31/2017 | 01/31/2017     |            |          | \$250.00    |
|           |               | A00254771 | Faculty Association of Calif | P0043062       | 02/09/2017 | 02/09/2017     |            |          | \$85.00     |
|           |               | A00278494 | Holiday Inn Sacramento Capit | P0043060       | 02/09/2017 | 02/09/2017     |            |          | \$543.55    |
|           | 02/15/2017    | A00289064 | Hampton Inn & Suites Cal Exp | P0042968       | 02/03/2017 | 02/03/2017     |            |          | \$218.50    |
|           |               | A00289279 | ACTLA                        | P0043071       | 02/10/2017 | 02/10/2017     |            |          | \$355.00    |
|           |               | A00200862 | Taft College Bookstore       | P0042651       | 01/10/2017 | 01/10/2017     |            |          | \$4,917.46  |
|           |               | A00273618 | Redrock Software Corp.       | P0042923       | 01/31/2017 | 01/31/2017     |            |          | \$1,999.00  |
|           |               | A00271247 | Mendenhall, Janis Lee.       | P0043080       | 02/10/2017 | 02/10/2017     |            |          | \$75.00     |
|           | 02/16/2017    | A00200985 | Rangel-Escobedo, Juana R.    | P0043123       | 02/14/2017 | 02/14/2017     |            |          | \$412.94    |
|           |               | A00200376 | Amerio, Barbara J.           | P0043154       | 02/16/2017 | 02/16/2017     |            |          | \$50.80     |
|           | 02/27/2017    | A00277399 | Sundgren, Lori               | P0043250       | 02/27/2017 | 02/27/2017     |            |          | \$788.86    |
|           | 02/28/2017    | A00282298 | Arvizu, Primavera Azul.      | P0043274       | 02/28/2017 | 02/28/2017     |            |          | \$234.66    |
| A00289511 |               | CCCCISOA  | P0043273                     | 02/28/2017     | 02/28/2017 |                |            | \$400.00 |             |
|           |               |           |                              |                |            |                | -----      |          |             |
|           |               |           |                              |                |            |                | TOTAL USER |          | \$16,229.42 |
| MHASKELL  | 02/03/2017    | A00265137 | Ramirez, Veronica            | P0042928       | 02/01/2017 | 02/01/2017     |            |          | \$86.30     |
|           | 02/16/2017    | A00200498 | Office Depot                 | P0043140       | 02/15/2017 | 02/15/2017     |            |          | \$2,267.27  |
|           |               |           |                              |                |            |                | -----      |          |             |
|           |               |           |                              |                |            |                | TOTAL USER |          | \$2,353.57  |
| MMATTHEWS | 02/02/2017    | A00200077 | Bang, D.D.S., Robert         | P0042864       | 01/26/2017 | 01/26/2017     |            |          | \$3,292.50  |
|           | 02/07/2017    | A00200730 | Launspach, DDS., Inc., Danie | P0042951       | 02/02/2017 | 02/02/2017     |            |          | \$1,134.02  |
|           | 02/08/2017    | A00200745 | Luzinas-Smith, Harriet A.    | P0043011       | 02/07/2017 | 02/07/2017     |            |          | \$49.25     |
|           | 02/21/2017    | A00200175 | Chevron Valley Credit Union, | P0043158       | 02/16/2017 | 02/16/2017     |            |          | \$837.33    |
|           | 02/25/2017    | A00200150 | Carrillo, Jessica            | P0043161       | 02/16/2017 | 02/16/2017     |            |          | \$34.84     |
|           | 02/27/2017    | A00200248 | Dntlworks                    | P0043248       | 02/27/2017 | 02/27/2017     |            |          | \$452.51    |
|           |               |           |                              |                |            |                | -----      |          |             |
|           |               |           |                              |                |            |                | TOTAL USER |          | \$5,800.45  |
| MTOFTE    | 02/01/2017    | A00264391 | YBP Library Services         | P0042907       | 12/05/2016 | 12/05/2016     |            |          | \$53.34     |
|           | 02/02/2017    | A00288885 | SenSource Inc.               | P0042817       | 01/23/2017 | 01/23/2017     |            |          | \$5,609.60  |
|           | 02/03/2017    | A00264391 | YBP Library Services         | P0042964       | 12/05/2016 | 12/05/2016     |            |          | \$96.45     |
|           | 02/07/2017    | A00271462 | OCLC, Inc.                   | P0042967       | 02/03/2017 | 02/03/2017     |            |          | \$4,169.37  |

**Taft College Purchase Order Activity Report**

**1-February-2017 through 28-February-2017**

**FY 16-17**

| USER ID   | ACTIVITY DATE | VENDOR    |                              | PURCHASE ORDER |            | PURCHASE ORDER | CL | C | A           |
|-----------|---------------|-----------|------------------------------|----------------|------------|----------------|----|---|-------------|
|           |               | NUMBER    | NAME                         | NUMBER         | DATE       |                |    |   |             |
|           | 02/08/2017    | A00210378 | Grey House Publishing        | P0043022       | 12/05/2016 | 12/05/2016     |    |   | \$168.51    |
|           | 02/09/2017    | A00210378 | Grey House Publishing        | P0043015       | 12/05/2016 | 12/05/2016     |    |   | \$2,878.31  |
|           | 02/13/2017    | A00264391 | YBP Library Services         | P0043057       | 12/05/2016 | 12/05/2016     |    |   | \$446.13    |
|           | 02/21/2017    | A00200236 | Demco                        | P0043163       | 02/21/2017 | 02/21/2017     |    |   | \$136.97    |
|           |               |           |                              | P0043164       | 02/21/2017 | 02/21/2017     |    |   | \$124.62    |
|           |               | A00264391 | YBP Library Services         | P0043165       | 12/05/2016 | 12/05/2016     |    |   | \$177.96    |
|           | 02/25/2017    | A00200498 | Office Depot                 | P0043223       | 02/23/2017 | 02/23/2017     |    |   | \$77.92     |
|           |               | A00264391 | YBP Library Services         | P0043217       | 12/06/2016 | 12/06/2016     |    |   | \$190.08    |
|           |               | A00200498 | Office Depot                 | P0043220       | 02/23/2017 | 02/23/2017     |    |   | \$31.84     |
|           |               |           |                              | P0043222       | 02/23/2017 | 02/23/2017     |    |   | \$8.67      |
|           |               |           |                              |                |            |                |    |   | -----       |
|           |               |           |                              |                |            | TOTAL USER     |    |   | \$14,169.77 |
| MWHITE    | 02/03/2017    | A00200023 | Abate-A-Weed                 | P0042947       | 02/02/2017 | 02/02/2017     |    |   | \$333.00    |
|           | 02/06/2017    | A00200423 | Taft City School District    | P0042925       | 02/01/2017 | 02/01/2017     |    |   | \$67.09     |
|           | 02/07/2017    | A00265309 | Daikin Applied               | P0042987       | 02/06/2017 | 02/06/2017     |    |   | \$1,400.00  |
|           | 02/09/2017    | A00200282 | True Value Home Center       | P0043032       | 02/07/2017 | 02/07/2017     |    |   | \$425.90    |
|           |               | A00201051 | Central Sanitary Supply      | P0043031       | 02/07/2017 | 02/07/2017     |    |   | \$970.11    |
|           |               | A00202335 | Fastenal Industrial & Constr | P0043030       | 02/07/2017 | 02/07/2017     |    |   | \$273.34    |
|           |               | A00200629 | Grainger                     | P0043043       | 02/08/2017 | 02/08/2017     |    |   | \$296.99    |
|           |               | A00200017 | A.P.I. Plumbing              | P0043044       | 02/08/2017 | 02/08/2017     |    |   | \$6,000.00  |
|           |               | A00265309 | Daikin Applied               | P0043042       | 02/08/2017 | 02/08/2017     |    |   | \$12,100.00 |
|           | 02/13/2017    | A00264649 | Convergint Technologies, LP  | P0043059       | 02/09/2017 | 02/09/2017     |    |   | \$5,000.00  |
|           | 02/14/2017    | A00200017 | A.P.I. Plumbing              | P0043041       | 02/08/2017 | 02/08/2017     |    |   | \$41.83     |
|           |               | A00238497 | All-Tech Electronic Systems, | P0042953       | 02/02/2017 | 02/02/2017     |    |   | \$600.00    |
|           | 02/15/2017    | A00200017 | A.P.I. Plumbing              | P0043040       | 02/08/2017 | 02/08/2017     |    |   | \$16,361.09 |
|           |               | A00200421 | Tacony Corporation           | P0043107       | 02/14/2017 | 02/14/2017     |    |   | \$77.92     |
|           |               | A00200423 | Taft City School District    | P0043106       | 02/14/2017 | 02/14/2017     |    |   | \$1,440.27  |
|           |               | A00201051 | Central Sanitary Supply      | P0043108       | 02/14/2017 | 02/14/2017     |    |   | \$83.66     |
|           | 02/22/2017    | A00200421 | Tacony Corporation           | P0043197       | 02/22/2017 | 02/22/2017     |    |   | \$154.63    |
|           | 02/23/2017    | A00202335 | Fastenal Industrial & Constr | P0043162       | 02/21/2017 | 02/21/2017     |    |   | \$8.58      |
|           |               | A00200170 | Champion Hardware Inc.       | P0043196       | 02/22/2017 | 02/22/2017     |    |   | \$1,793.30  |
|           | 02/24/2017    | A00200629 | Grainger                     | P0043218       | 02/23/2017 | 02/23/2017     |    |   | \$44.49     |
|           |               |           |                              |                |            |                |    |   | -----       |
|           |               |           |                              |                |            | TOTAL USER     |    |   | \$47,472.20 |
| NLANDRETH | 02/03/2017    | A00200498 | Office Depot                 | P0042820       | 01/24/2017 | 01/24/2017     |    |   | \$198.81    |
|           |               | A00278548 | Natural History Museum of Lo | P0042851       | 01/25/2017 | 01/25/2017     |    |   | \$188.25    |
|           | 02/15/2017    | A00289066 | Hyatt Centric French Quarter | P0043081       | 02/13/2017 | 02/13/2017     |    |   | \$693.87    |
|           | 02/16/2017    | A00289067 | US Bus Charter & Limo        | P0043066       | 02/10/2017 | 02/10/2017     |    |   | \$1,453.63  |
|           |               |           |                              |                |            |                |    |   | -----       |
|           |               |           |                              |                |            | TOTAL USER     |    |   | \$2,534.56  |

# Taft College Purchase Order Activity Report

1-February-2017 through 28-February-2017

FY 16-17

| USER ID  | ACTIVITY DATE | VENDOR    |                              | PURCHASE ORDER |            | PURCHASE ORDER | CL | C | A            |
|----------|---------------|-----------|------------------------------|----------------|------------|----------------|----|---|--------------|
|          |               | NUMBER    | NAME                         | NUMBER         | DATE       |                |    |   |              |
| RWELBORN | 02/03/2017    | A00200155 | CCCSFAAA                     | P0042903       | 01/30/2017 | 01/30/2017     |    |   | \$1,000.00   |
|          | 02/07/2017    | A00231359 | Portola Hotel & Spa Monterey | P0042904       | 01/30/2017 | 01/30/2017     |    |   | \$1,207.44   |
|          | 02/10/2017    | A00200376 | Amerio, Barbara J.           | P0043008       | 02/07/2017 | 02/07/2017     |    |   | \$29.69      |
|          |               | A00200498 | Office Depot                 | P0043005       | 02/07/2017 | 02/07/2017     |    |   | \$93.15      |
|          |               | A00200862 | Taft College Bookstore       | P0043029       | 02/07/2017 | 02/07/2017     |    |   | \$107.25     |
|          | 02/13/2017    | A00261201 | Proforma Progressive Marketi | P0043003       | 02/07/2017 | 02/07/2017     |    |   | \$2,267.63   |
|          | 02/14/2017    | A00200862 | Taft College Bookstore       | P0043085       | 02/13/2017 | 02/13/2017     |    |   | \$21.44      |
|          | 02/15/2017    | A00237331 | Dumbrigue, Joanne Valdez.    | P0043113       | 02/14/2017 | 02/14/2017     |    |   | \$36.40      |
|          |               |           |                              | P0043114       | 02/14/2017 | 02/14/2017     |    |   | \$108.82     |
|          |               |           |                              |                |            | TOTAL USER     |    |   | \$4,871.82   |
| TPAYNE   | 02/15/2017    | A00200146 | Carolina Biological Supply C | P0042495       | 12/19/2016 | 12/19/2016     |    |   | \$22,860.49  |
|          |               | A00260786 | Accelerated Environmental Se | P0042938       | 02/02/2017 | 02/02/2017     |    |   | \$1,800.00   |
|          | 02/21/2017    | A00287348 | Cutting Edge Systems, Inc.   | P0042372       | 12/08/2016 | 12/08/2016     |    |   | \$78,633.06  |
|          | 02/23/2017    | A00234793 | Southwest Signs              | P0043212       | 02/23/2017 | 02/23/2017     |    |   | \$10,135.13  |
|          | 02/28/2017    | A00289551 | Advanced Exercise Equipment, | P0043280       | 02/28/2017 | 02/28/2017     |    |   | \$68,592.80  |
|          |               | A00289579 | BTS Bioengineering Corp      | P0043282       | 02/28/2017 | 02/28/2017     |    |   | \$84,200.00  |
|          |               |           |                              |                |            | TOTAL USER     |    |   | \$266,221.48 |
| TROWDEN  | 02/01/2017    | A00200160 | CDT, Inc.                    | P0042892       | 01/27/2017 | 01/27/2017     |    |   | \$150.00     |
|          |               | A00250381 | California Chamber of Commer | P0042909       | 12/30/2016 | 12/30/2016     |    |   | \$294.29     |
|          |               | A00279668 | CCI Central, Inc.            | P0042908       | 12/20/2016 | 12/20/2016     |    |   | \$57.35      |
|          | 02/02/2017    | A00200433 | Vibul Tangpraphaphorn, M.D.  | P0042905       | 01/30/2017 | 01/30/2017     |    |   | \$294.00     |
|          | 02/06/2017    | A00200168 | Central Valley Occupational  | P0042912       | 01/30/2017 | 01/30/2017     |    |   | \$235.00     |
|          |               | A00200182 | City of Taft Police Departme | P0042822       | 01/24/2017 | 01/24/2017     |    |   | \$116.00     |
|          | 02/09/2017    | A00278032 | Meteau, Robert               | P0042981       | 02/06/2017 | 02/06/2017     |    |   | \$269.04     |
|          | 02/13/2017    | A00200168 | Central Valley Occupational  | P0042763       | 01/18/2017 | 01/18/2017     |    |   | \$825.00     |
|          | 02/14/2017    | A00200160 | CDT, Inc.                    | P0042893       | 01/27/2017 | 01/27/2017     |    |   | \$400.00     |
|          |               | A00269441 | Atkinson, Andelson, Loya, Ru | P0043067       | 02/10/2017 | 02/10/2017     |    |   | \$2,652.89   |
|          | 02/15/2017    | A00279668 | CCI Central, Inc.            | P0043102       | 02/13/2017 | 02/13/2017     |    |   | \$53.73      |
|          | 02/16/2017    | A00200182 | City of Taft Police Departme | P0042759       | 01/17/2017 | 01/17/2017     |    |   | \$87.00      |
|          | 02/21/2017    | A00200168 | Central Valley Occupational  | P0042767       | 01/18/2017 | 01/18/2017     |    |   | \$1,240.00   |
|          |               | A00212408 | Noriega, Rodolfo             | P0043159       | 02/16/2017 | 02/16/2017     |    |   | \$37.99      |
|          | 02/28/2017    | A00200069 | Bakersfield Californian      | P0043281       | 02/28/2017 | 02/28/2017     |    |   | \$30,000.00  |
|          |               |           |                              |                |            | TOTAL USER     |    |   | \$36,712.29  |

**WEST KERN COMMUNITY COLLEGE DISTRICT  
REQUESTS FOR CONFERENCE ATTENDANCE & EXPENSES**

**March 1, 2017**

Page **1** of **5**

| <b>EMPLOYEE</b>   | <b>CONFERENCE/TRIP</b>   | <b>LOCATION</b>                | <b>DATES</b>        | <b>EST. COST</b> |
|---|--|--------------------------------|---------------------|------------------|
| Williams, Mark  | Business Data Meeting with Kimberly Meador   | Sacramento                     | 02/09/17            | \$130.00 ♦       |
| Bandy, Kanoe  | Central Valley Conference Planning Board Meeting   | Clovis                         | 02/13/17            | \$40.00 *        |
| Hall, Dan   | Online Learning Consortium Collaboration:<br>Textbook Affordability  | San Francisco                  | 02/15/17 - 02/16/17 | \$630.57 ♦       |
| Bandy, Kanoe  | Recruiting Quality Volleyball Athletes Trip  | Las Vegas, NV                  | 02/16/17 - 02/20/17 | \$1,000.00 *     |
| Cutrona, Angelo<br>Cutrona, Myisha<br>Delaney, John<br>Hernandez, Brittany<br>Munguia, Jovany | Las Vegas Mayor's Cup Soccer Tournament  | Las Vegas, NV                  | 02/17/17 - 02/20/17 | \$3,200.00 •     |
| Lytle, Steve  | Lakeview Gusher BIOL 1513 Field Trip   | Maricopa                       | 02/21/17            | -0-              |
| Williams, Mark  | Information Technology Leadership Meeting  | San Jose                       | 02/22/17 - 02/23/17 | \$530.00 ♦       |
| Furman, Tori  | Institutional Effectiveness Partnership Initiative<br>Career Technical Education Data Unlocked<br>Workshop | Ventura                        | 02/23/17 - 02/24/17 | \$705.84 ♦       |
| May, James  | Page Museum & St. Francis Dam<br>GEOL 1500 Field Trip  | Los Angeles &<br>Santa Clarita | 02/24/17            | \$187.50 *       |
| Rangel-Escobedo, Juana  | Early Assessment Program/California Assessment<br>of Student Performance and Progress Workshop             | Yucaipa                        | 02/26/17 - 02/27/17 | \$359.73 •       |
| Bandy, Kanoe<br>Flowers, Carly<br>Maiocco   | Jockey Club Awards Sports Field Trip   | Bakersfield                    | 02/27/07            | -0-              |

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

◊ Auxiliary Funds

▲ Revised

| EMPLOYEE   | CONFERENCE/TRIP  | LOCATION        | DATES               | EST. COST  |
|--|--|-----------------|---------------------|------------|
| Mendoza, Tina  | Partnership Resource Team Santa Barbara<br>City College Site Visit | Santa Barbara   | 02/27/17 - 02/28/17 | -0-        |
| Lytle, Steve   | West Kern Water Management BIOL 1513 Field Trip                    | Taft            | 02/28/17            | -0-        |
| Carrithers, Jon                                      | West Kern Oil Museum ENER 1005 Field Trip                          | Taft            | 03/01/17            | -0-        |
| Duran, Diana   | Quintessential School Systems Users Group Meeting                  | Garden Grove    | 03/01/17 - 03/02/17 | \$879.62 * |
| Furman, Tori   | California Placement Association Annual Conference                 | Valencia        | 03/01/17 - 03/03/17 | \$826.14 ♦ |
| Flachman, Chris                                      | Project Rebound for Incarcerated Student Program                   | Bakersfield     | 03/02/17            | -0-        |
| Carrithers, Jon                                      | Linn Cogen Plant<br>ENER 1510 & ENER 1025 Field Trip               | McKittrick      | 03/02/17            | -0-        |
| Gonzalez, Lourdes                                    | Region 6 Extended Opportunities<br>Programs & Services Meeting     | Santa Clarita   | 03/03/17            | \$133.63 • |
| Carlson, Kamala<br>Chaidez, Joe'll<br>Getty, Shelley | Common Assessment Initiative Update Meeting                        | Torrance        | 03/03/17            | \$290.54 * |
| Rangel-Escobedo, Juana                               | Common Assessment Initiative Update Meeting                        | Torrance        | 03/03/17            | \$125.60 • |
| Oja, Michelle  | Partnership Resource Team<br>San Cuesta College Site Visit         | San Luis Obispo | 03/05/17 - 03/06/17 | -0-        |
| Lytle, Steve   | Tupman Water District Site Visit<br>BIOL 1513 Field Trip           | Tupman          | 03/07/17            | \$32.10 *  |
| Cook, Nichole  | California Community Colleges Veterans Summit                      | Sacramento      | 03/08/17 - 03/10/17 | \$588.50 • |
| Carrithers, Jon                                      | MOCO Field ENER 1005 & ENER 1515 Field Trip                        | Maricopa        | 03/13/17            | -0-        |

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

△ Auxiliary Funds

▲ Revised

| EMPLOYEE            | CONFERENCE/TRIP  | LOCATION       | DATES               | EST. COST     |
|---------------------|--|----------------|---------------------|---------------|
| Oja, Michelle       | San Diego City College Accrediting Commission for Community & Junior Colleges Site Visit   | San Diego      | 03/13/17 - 03/16/17 | -0-           |
| Lytle, Steve        | Tule Elk Reserve BIOL 1513 Field Trip  | Tupman         | 03/14/17            | \$11.24 *     |
| Mendenhall, Janis   | Disabled Students Programs & Services Region 5 Meeting   | Fresno         | 03/17/17            | \$146.59 •    |
| Hernandez, Brittany | Player's Showcase Soccer Tournament  | Las Vegas, NV  | 03/17/17 - 03/19/17 | \$720.00 •    |
| Dumbrigue, Joanne   | Senior Class Presentation for Student Outreach Recruitment   | Cuyama         | 03/21/17            | \$28.78 •     |
| Balason, Severo     | 2017 Spring Conference for California Community Colleges Chief Student Services Administrators Association                         | Los Angeles    | 03/21/17 - 03/24/17 | \$1,394.61 •  |
| Waugh, Victoria     | Transition Fair Student Outreach for Prospective Students  | San Jose       | 03/22/17 - 03/23/17 | \$595.56 ■    |
| Smith, Terri        | Council of Chief Librarians & California Community Colleges Annual Deans & Directors Meeting                                       | Sacramento     | 03/23/17 - 03/24/17 | \$337.46 *    |
| Roth, Rebecca       | California Association for the Education of Young Children Conference  | Ontario        | 03/23/17 - 03/25/17 | \$2,332.54 *△ |
| Mendenhall, Janis   | Screening, Brief Intervention & Referral to Treatment Training   | Woodland Hills | 03/24/17            | \$163.05 *    |
| Arvizu, Primavera   | California Community College Banner Group Conference   | Monterey       | 03/26/17 - 03/29/17 | \$1,109.33 ♦  |
| Balason, Severo     | California Community College Chief Information Systems Officers Association & California Community College Banner Group Conference | Monterey       | 03/26/17 - 03/29/17 | \$1,428.42 ♦  |

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

△ Auxiliary Funds

▲ Revised



| EMPLOYEE                           | CONFERENCE/TRIP  | LOCATION    | DATES               | EST. COST    |
|------------------------------------|--|-------------|---------------------|--------------|
| Zsiba, Jason                       | California Community College Chief Information Systems Officers Association & California Community College Banner Group Conference | Monterey    | 03/26/17 - 03/29/17 | \$1,119.39 * |
| Williams, Mark                     | California Community College Chief Information Systems Officers Association & California Community College Banner Group Conference | Monterey    | 03/26/17 - 03/29/17 | \$1,363.99 ♦ |
| Amerio, Barbara<br>Welborn, Ruthie | All Directors Training & California Community College Student Financial Aid Administrators Conference                              | Monterey    | 03/26/17 - 03/30/17 | \$2,828.93 • |
| Bandy, Kanoe                       | California Community College Athletic Association 20 <sup>th</sup> Annual Convention   | Concord     | 03/26/17 - 03/31/17 | \$1,340.00 * |
| Rowden, Tiffany                    | California Community College Chief Information Systems Officers Association and California Community College Banner Group          | Monterey    | 03/27/17 - 03/29/17 | \$1,075.00 * |
| Thompson, Tony                     | California Community College Athletic Association 20 <sup>th</sup> Annual Convention   | Concord     | 03/27/17 - 03/30/17 | \$1,061.87 • |
| Lytle, Steve                       | Wind Wolves Preserve BIOL 1513 Field Trip  | Maricopa    | 03/28/17            | \$11.24 *    |
| Blanco, Melissa                    | Training-Managing Multiple Priorities, Projects & Deadlines Seminar  | Bakersfield | 03/30/17            | \$119.66 *   |
| Graupman, Gary                     | Building Bridges Conference  | Bakersfield | 03/31/17            | -0-          |
| May, James                         | Mojave National Preserve GEOL 1500 Field Trip  | Barstow     | 04/01/17            | \$40.00 *    |
| Golling, Leah                      | California State University at Bakersfield Theatre Production DRAM 1510 Field Trip   | Bakersfield | 04/02/17            | \$100.00 *   |
| Abbott, Amar                       | High Tech Center Training Unit Professional Development  | Cupertino   | 04/12/17 - 04/13/17 | \$260.00 •   |

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

△ Auxiliary Funds

▲ Revised

| EMPLOYEE   | CONFERENCE/TRIP   | LOCATION      | DATES               | EST. COST    |
|--|---|---------------|---------------------|--------------|
| Jacobi, Vicki  | Academic Senate 2017 Spring Plenary Session   | San Mateo     | 04/19/17 - 04/22/17 | \$1,586.20 * |
| Sundgren, Lori   | Association of Colleges for Tutoring<br>& Learning Assistance 2017 Conference   | Sacramento    | 04/26/17 - 04/29/17 | \$1,331.36 * |
| Bandy, Kanoe   | Program Review Evaluation   | Lemoore       | 04/27/17            | \$40.00 *    |
| Brown, Jill<br>Gonzales, Lourdes<br>Landreth, Nancy                                    | California State University at Fresno<br>Guided Tour for TRIO & Extended<br>Opportunity Programs & Services Students          | Fresno        | 04/28/17            | \$1,754.63 • |
| May, James   | San Andres Fault Zone & Carrizo Plain<br>GEOL 1500 Field Trip   | Carrizo Plain | 04/29/17            | \$40.00 *    |
| Altenhofel, Jennifer<br>Jiles, Mike<br>Mendoza, Tina<br>Oja, Michelle<br>Roth, Rebecca | Museum of Tolerance and<br>Los Angeles Farmer's Market<br>ECE 1601, HIST 2332, HIST 2270,<br>HIST 2232, & SOC 2110 Field Trip | Los Angeles   | 05/05/17            | \$1,050.00 * |
| Haslam, Kaila<br>Payne, Tiffany<br>Tweedy, Allisa                                      | Knott's Berry Farm Young Innovator's Club<br>& TC STEM Club Field Trip  | Buena Park    | 05/06/17            | \$3,370.00 ♦ |
| Richards, Kristi   | Ensuring Transfer Success Workshop  | Bakersfield   | 05/09/17            | \$110.00 ♦   |
| Cordova, Tony  | California Community College Association for<br>Occupational Education 2017 Spring Conference                                 | Sacramento    | 05/09/17 - 05/12/17 | \$1,075.00 ♦ |
| Abbott, Amar   | High Tech Center Training Unit<br>Professional Development  | Cupertino     | 05/10/17 - 05/11/17 | \$260.00 •   |
| Cordova, Tony  | Central Mother Lode Regional Consortium<br>Annual Planning Conference   | Monterey      | 06/11/17 - 06/14/17 | \$1,251.85 ♦ |
| Abbott, Amar   | High Tech Center Training Unit Prof Development   | Cupertino     | 06/27/17 - 06/29/17 | \$300.00 •   |

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

◇ Auxiliary Funds

▲ Revised

---

*\*General Funds*

*•Restricted Funds*

*◆Grant Funds*

*■TIL*

*◇ Auxiliary Funds*

*▲ Revised*

West Kern Community College District  
 Board of Trustees Meeting  
 February 8, 2017

Agenda Item 12.

A. Academic Employment

1. Spring 2017 Adjunct Lecturers

| Item | Name              | Assignment              | Step | Hourly Rate | Effective Date    |
|------|-------------------|-------------------------|------|-------------|-------------------|
| a.   | Hernandez, Isaias | Mental Health Counselor | 3    | \$66.60*    | 2/14/17 - 6/30/17 |
| b.   | Payne, Aarron     | Welding                 | 3    | \$66.60     | 1/27/17 - 5/19/17 |

\*Up to 20 hours/week

2. 2017 Club Advisor Stipend

| Item | Name          | Assignment   | Stipend Amount | Hourly Rate | Effective Date    |
|------|---------------|--|----------------|-------------|-------------------|
| a.   | Teeters, Anna | Student America Dental Hygiene Association Advisor (SADHA) | \$793.40       | --          | 1/17/17 - 5/19/17 |

**West Kern Community College District  
Board of Trustees Meeting  
March 8, 2017**

**Agenda Item 12.**

**B. Classified Supervisory Employment**

| Item | Name            | Assignment                  | Grade/Step | Salary                      | Term   | Effective Date   |
|------|-----------------|-----------------------------|------------|-----------------------------|--------|------------------|
| 1.   | To Be Announced | Director of Fiscal Services | 19         | \$7,606.50 - \$9,810.67/mo. | 12 mo. | To Be Determined |

**C. Classified Employment**

| Item                              | Name             | Position                     | %Assignment | Range/Step | Salary         | Term   | Effective Date    |
|-----------------------------------|------------------|------------------------------|-------------|------------|----------------|--------|-------------------|
| <b>1. Administrative Services</b> |                  |                              |             |            |                |        |                   |
| a.                                | Garrison, Joshua | Grounds Worker               | Temporary   | 17A        | \$17.89/hr.    | A/N    | 2/6/17 - 6/30/17  |
| b.                                | Powell, Cindi    | Driver                       | Temporary   | 10F        | \$19.21/hr.    | A/N    | 7/1/16 - 6/30/07  |
| <b>2. Instruction</b>             |                  |                              |             |            |                |        |                   |
| a.                                | Tweedy, Allisa   | Working Out of Class Stipend | Temporary   | N/A        | \$12.56/hour*  | A/N    | 1/1/17 - 6/30/17  |
| <b>3. Student Services</b>        |                  |                              |             |            |                |        |                   |
| a.                                | Allikas, Krystal | Financial Aid Technician I   | 100%        | 17E        | \$3,770.00/mo. | 12 mo. | 3/13/17 - 6/30/17 |
| b.                                | LaForce, Jeff    | Evaluator                    | 100%        | 24A        | \$3,686.00/mo. | 12 mo. | 3/13/17 - 6/30/17 |

\* Total of 24 weeks

**D. Resignations/Retirements**

| Item | Name             | Position   | % Assignment | Range/Step | Salary | Term | Effective Date |
|------|------------------|--|--------------|------------|--------|------|----------------|
| a.   | Allikas, Krystal | CalWORKS Technician I<br>(Resignation - Hired in New Position) | --           | --         | --     | -    | 3/10/17        |
| b.   | Berube, Eric     | Coordinator of IAR&P<br>(Retirement)                           | --           | --         | --     | -    | 8/1/17         |
| c.   | Vaughan, Susan   | Learning Disability Specialist<br>(Retirement)                 | --           | --         | --     | --   | 4/21/17        |

**WEST KERN COMMUNITY COLLEGE DISTRICT GENERAL FUND UNRESTRICTED  
 BUDGETED SOURCES OF FUNDS AT ACCOUNT LEVEL 1  
 REVENUE ACCOUNTS FISCAL YEAR 2016-2017  
 FOR THE MONTH ENDING FEBRUARY 28, 2017**

| Account Level  | Account Level Description | Adopted Budget    | Adjusted Budget   | YTD Activity      | Encumbrances | Balance           |
|----------------|---------------------------|-------------------|-------------------|-------------------|--------------|-------------------|
| 8600           | State Revenues            | 11,331,927        | 11,331,927        | 9,920,935         | 0            | 1,410,992         |
| 8800           | Local Revenues            | 12,171,537        | 12,171,537        | 2,844,849         | 0            | 9,326,688         |
| <b>Summary</b> |                           | <b>23,503,464</b> | <b>23,503,464</b> | <b>12,765,784</b> | <b>0</b>     | <b>10,737,680</b> |

**West Kern Community College District General Fund Unrestricted  
 Budgeted Sources of Funds at Account Level 1  
 Expenditure Accounts Fiscal Year 2016-17  
 For the Month Ending February 28, 2017**

| Account Level  | Account Level Description           | Adopted Budget    | Adjusted Budget   | YTD Activity      | Encumbrances   | Balance          |
|----------------|-------------------------------------|-------------------|-------------------|-------------------|----------------|------------------|
| 1000           | Academic Salaries                   | 8,160,418         | 8,160,418         | 5,218,969         | 0              | 2,941,449        |
| 2000           | Classified & Other Nonacademic Sala | 4,478,822         | 4,483,599         | 2,642,623         | 0              | 1,840,976        |
| 3000           | Employee Benefits                   | 5,346,838         | 5,349,218         | 3,578,421         | 179,248        | 1,591,549        |
| 4000           | Supplies and Materials              | 488,655           | 486,055           | 273,343           | 107,124        | 105,588          |
| 5000           | Other Operating Expenses & Services | 4,037,677         | 4,036,953         | 2,647,570         | 235,053        | 1,154,330        |
| 6000           | Capital Outlay                      | 116,646           | 115,396           | 53,457            | 12,189         | 49,750           |
| 7000           | Other Outgo                         | 402,054           | 399,471           | 106,745           | 0              | 292,726          |
| 7200           | Transfers                           | 472,354           | 472,354           | 636,056           | 0              | -163,702         |
| <b>Summary</b> |                                     | <b>23,503,464</b> | <b>23,503,464</b> | <b>15,157,183</b> | <b>533,614</b> | <b>7,812,667</b> |

**Disbursement Register of Expenditures Greater than \$10,000  
For the Month of February 2017**

| Check Number | Check Date | Vendor Name                            | Description                                       | Net Amount        |
|--------------|------------|--|---|-------------------|
| 78025305     | 02/02/2017 | AP Architects                          | OLY   | 19,807.79         |
| 78025306     | 02/02/2017 | Apex General Construction, Inc.        | Student Center - Apex Construction Invoice        | 15,900.00         |
| 78025340     | 02/02/2017 | Involvio, LLC                          | INV-3012-License                                  | 12,700.00         |
| 78025344     | 02/02/2017 | John Karwoski                          | John Karwoski Inspection Svcs - January 2017      | 10,920.00         |
| 78025355     | 02/02/2017 | P. G. & E.                             | PG&E - District                                   | 26,802.24         |
| 78025364     | 02/02/2017 | Spurr                                  | SPURR Natural Gas Bill - Nov & Dec 2016           | 10,493.33         |
| 78025858     | 02/09/2017 | AP Architects                          | Master Planning                                   | 25,580.31         |
| 78025867     | 02/09/2017 | California Averland Construction, Inc. | Student Center - California Averland - Pay App #5 | 274,998.04        |
| 78025901     | 02/09/2017 | Kern County Supt. of Schools           | 2016-2017 KCSOS/KCCDHN CLAIMS                     | 34,371.89         |
| 78025906     | 02/09/2017 | McGraw-Hill                            | Textbooks   | 15,340.39         |
| 78025930     | 02/09/2017 | Sysco Food Service of Ventura          | paper 17901013p, 179049802, 179055257             | 11,542.88         |
| 78025932     | 02/09/2017 | Taft College                           | Invoice for district support to WKAEN             | 26,313.00         |
| 78025933     | 02/09/2017 | Taft College                           | Invoice for district support for WKAEN            | 11,187.00         |
| 78026189     | 02/21/2017 | BSK & Associates, Inc.                 | Student Center - BSK October invoice              | 19,851.75         |
|              |            |  |   | <b>515,808.62</b> |



**ASB 2016/17**  
**Balance Sheet**  
As of February 28, 2017

February 28, 2017

**ASSETS**

Current Assets

Checking/Savings

ASB Chevron 66,540.79

ASB Chevron - Savings 143.23

Total Checking/Savings 66,684.02

Total Current Assets 66,684.02

**TOTAL ASSETS 66,684.02**

**LIABILITIES & EQUITY**

Equity

Restricted Funds

ASB Athletics 28,569.36

ASB General - Cards 4,010.20

ASB General - Operating -10,505.12

ASB General - Soft Drinks 4,255.00

Baseball Club 768.30

Best Buddies 2,774.35

Cougar Echo 773.50

CRU 546.56

D.H. GENERAL

D.H.CLASS OF 2015 0.13

D.H.CLASS OF 2016 0.08

D.H. CLASS OF 2017 4,452.97

D.H.CLASS OF 2018 3,337.94

D.H. GENERAL - Other 1,214.36

Total D.H. GENERAL 9,005.48

DISNEYLAND 1,786.00

ECE 1,145.59

Field Trips 280.00

Golf Club - Mens -300.00

Literary Club-Equity 1,109.98

NSLS Club - Equity 2,454.16

On Our Own 1,475.69

Performing Arts - Equity 1,797.62

Phi Theta Kappa 898.58

Roleplaying Game Club 321.78

Reentry Voc Club 2.99

Soccer Club - Mens 3,488.73

Soccer Club - Womens 4,059.78

Social Science/ Research Equity 1,582.88

Softball Fund 3,883.05

**ASB 2016/17**  
**Balance Sheet**  
As of February 28, 2017

**February 28, 2017**

|                                       |                  |
|---------------------------------------|------------------|
| Spectrum - Equity                     | 1,039.04         |
| STEM - Equity                         | 1,237.00         |
| TC Debate Society                     | 8.04             |
| TIL Class Trip - Equity               | 775.59           |
| TIL Orientation                       | 349.00           |
| TIL Program                           | -5,978.57        |
| TIL Reunion                           | 34.94            |
| Uniform Replacement                   | 4,651.80         |
| Women's Athletic Club                 | 138.69           |
| Women's Basketball Club               | 244.03           |
| <b>Total Restricted Funds</b>         | <b>66,684.02</b> |
| <b>Total Equity</b>                   | <b>66,684.02</b> |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>66,684.02</b> |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Feb 02, 2017 10:33:40AM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
431863

DEPT NO.  
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$23,614.57**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT      | FUND TOTAL  |
|------------------------|----------|----------|--------------|-------------|-------------|
| BOOKSTORE              | 84698    | 0886     | 5490         | \$23,614.57 | \$23,614.57 |

TOTAL DEPOSIT: **\$23,614.57**

**GENERAL DEPOSIT NOTES:**

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$23,614.57 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
CARD: \$0.00  
NOTES: DEPOSIT #170107

SECTION 26901 GOVERNMENT CODE  
I HEREBY SWEAR THAT THIS IS A TRUE AND  
CORRECT RECORD OF THE TOTAL AMOUNT  
DUE THE KERN COUNTY TREASURER TO  
AND INCLUDING:

NOT PROCESSED

NOT SIGNED  
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED  
TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/02/2017 To 02/02/2017  
 Transaction Number from: 170107 To 170107  
 Date entered from: 00/00/0000 To 99/99/9999

J50086 DC0100 L.00.01 02/02/17 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED         | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT    |
|--------|------------|-----------------|---------------|-----------------------------|-----------|
| LN.    | DI         | DETAIL          | DESCR         |                             |           |
| 170107 | 02/02/2017 | 02/02/2017      | WKCCD DEPOSIT |                             | 23,614.57 |
| 1.     | 78         | BOOKSTORE SALES |               | 31000-423-8841-69100        | 23,614.57 |
|        |            |                 |               | ENTERED BY: MDJB UNAPPROVED |           |
|        |            |                 |               | TOTAL AMOUNT                | 23,614.57 |
|        |            |                 |               | DISTRICT TOTAL              | 23,614.57 |
|        |            |                 |               | GRAND TOTAL                 | 23,614.57 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 02, 2017 10:34:34AM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 DEPT NO. 0886  
 EROD NO. 431864

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$20,880.50**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT      | FUND TOTAL  |
|------------------------|----------|----------|--------------|-------------|-------------|
| STUDENT RECEIPTS       | 84096    | 0886     | 5490         | \$20,880.50 | \$20,880.50 |

TOTAL DEPOSIT: **\$20,880.50**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$20,880.50 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
**NOTES: DEPOSIT #170108**

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND CORRECT RECORD OF THE TOTAL AMOUNT DUE THE KERN COUNTY TREASURER TO AND INCLUDING:

**NOT PROCESSED**  
NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**  
NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 02/02/2017 To 02/02/2017  
Transaction Number from: 170108 To 170108  
Date entered from: 00/00/0000 To 99/99/9999

J50087 DC0100 L.00.01 02/02/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED          | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT    |
|--------|------------|------------------|---------------|-----------------------------|-----------|
| LN.    | DI         | DETAIL           | DESCR         |                             |           |
| 170108 | 02/02/2017 | 02/02/2017       | WKCCD DEPOSIT |                             |           |
| 1.     | 78         | STUDENT RECEIPTS |               | 11000-000-9161-00000        |           |
|        |            |                  |               | ENTERED BY: MDJB UNAPPROVED | 20,880.50 |
|        |            |                  |               | TOTAL AMOUNT                | 20,880.50 |
|        |            |                  |               | DISTRICT TOTAL              | 20,880.50 |
|        |            |                  |               | GRAND TOTAL                 | 20,880.50 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 02, 2017 10:35:51AM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 431866

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$2,931.55**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT     | FUND TOTAL |
|------------------------|----------|----------|--------------|------------|------------|
| GENERAL FUND           | 84096    | 0886     | 5490         | \$500.54   | \$500.54   |
| RESTRICTED FUND        | 84097    | 0886     | 5490         | \$212.00   | \$212.00   |
| CAFETERIA              | 84699    | 0886     | 5490         | \$2,219.01 | \$2,219.01 |

TOTAL DEPOSIT: **\$2,931.55**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$2,931.55 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #170109**

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/02/2017 To 02/02/2017  
 Transaction Number from: 170109 To 170109  
 Date entered from: 00/00/0000 To 99/99/9999

J50090 DC0100 L.00.01 02/02/17 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED                  | DESCRIPTION   | -FUND-ORG-ACCT-PROGR- | AMOUNT     |
|--------|------------|--------------------------|---------------|-----------------------|------------|
| LN.    | DI         | DETAIL                   | DESCR         |                       |            |
| 170109 | 02/02/2017 | 02/02/2017               | WKCCD DEPOSIT |                       |            |
|        |            |                          |               | ENTERED BY: MDJB      | UNAPPROVED |
| 1.     | 78         | INSURANCE REIMBURSEMENTS |               | 11000-412-8892-67300  | 445.04     |
| 2.     | 78         | REIMBURSEMENT            |               | 11000-401-8892-67200  | 55.50      |
| 3.     | 78         | LIBRARY PROGRAMS         |               | 12201-203-8892-61200  | 212.00     |
| 4.     | 78         | CAFETERIA SALES          |               | 32000-422-8841-69400  | 2,219.01   |
|        |            |                          |               | TOTAL AMOUNT          | 2,931.55   |
|        |            |                          |               | DISTRICT TOTAL        | 2,931.55   |
|        |            |                          |               | GRAND TOTAL           | 2,931.55   |



**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 09, 2017 02:53:41PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 432486

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$1,049,598.06**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT       | FUND TOTAL   |
|------------------------|----------|----------|--------------|--------------|--------------|
| GENERAL FUND           | 84096    | 0886     | 5490         | \$1,045.69   | \$1,045.69   |
| RESTRICTED FUND        | 84097    | 0886     | 5490         | \$479,657.51 | \$479,657.51 |
| CHILD DEVELOPMENT      | 84496    | 0886     | 5490         | \$22,381.37  | \$22,381.37  |
| TIL                    | 84697    | 0886     | 5490         | \$544,137.22 | \$544,137.22 |
| CAFETERIA              | 84699    | 0886     | 5490         | \$2,376.27   | \$2,376.27   |

TOTAL DEPOSIT: **\$1,049,598.06**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$1,049,598.06 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
 NOTES: DEPOSIT #170111

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/09/2017 To 02/09/2017  
 Transaction Number from: 170111 To 170111  
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED                  | DESCRIPTION   | -FUND-ORG-ACCT-PROGR- | AMOUNT                      |              |
|--------|------------|--------------------------|---------------|-----------------------|-----------------------------|--------------|
| LN.    | DI         | DETAIL                   | DESCR         |                       |                             |              |
| 170111 | 02/09/2017 | 02/09/2017               | WKCCD DEPOSIT |                       |                             |              |
|        |            |                          |               |                       | ENTERED BY: MDJB UNAPPROVED |              |
| 1.     | 78         | INSURANCE REIMBURSEMENTS |               | 11000-412-8892-67300  | 508.10                      |              |
| 2.     | 78         | TRANSCRIPT FEES          |               | 11508-301-8879-64900  | 537.59                      |              |
| 3.     | 78         | LIBRARY PROGRAMS         |               | 12201-203-8892-61200  | 290.00                      |              |
| 4.     | 78         | PELL                     |               | 12000-353-8154-64600  | 479,337.51                  |              |
| 5.     | 78         | CAL WORKS                |               | 12599-309-8892-64992  | 30.00                       |              |
| 6.     | 78         | CAFETERIA SALES          |               | 32000-422-8841-69400  | 2,376.27                    |              |
| 7.     | 78         | CC CHILD CARE FOOD       |               | 33429-310-8621-69200  | 22,381.37                   |              |
| 8.     | 78         | TIL                      |               | 39000-314-8699-64991  | 544,137.22                  |              |
|        |            |                          |               |                       | TOTAL AMOUNT                | 1,049,598.06 |
|        |            |                          |               |                       | DISTRICT TOTAL              | 1,049,598.06 |
|        |            |                          |               |                       | GRAND TOTAL                 | 1,049,598.06 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 09, 2017 02:50:29PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 432482

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$3,859.14**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT     | FUND TOTAL |
|------------------------|----------|----------|--------------|------------|------------|
| STUDENT RECEIPTS       | 84096    | 0886     | 5490         | \$3,859.14 | \$3,859.14 |

TOTAL DEPOSIT: **\$3,859.14**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$3,859.14 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
 CARD: \$0.00  
 NOTES: DEPOSIT #170110**

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**  
NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**  
NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/09/2017 To 02/09/2017  
 Transaction Number from: 170110 To 170110  
 Date entered from: 00/00/0000 To 99/99/9999

J54103 DC0100 L.00.01 02/09/17 PAGI

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED          | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT   |
|--------|------------|------------------|---------------|-----------------------------|----------|
| LN.    | DI         | DETAIL           | DESCR         |                             |          |
| 170110 | 02/09/2017 | 02/09/2017       | WKCCD DEPOSIT |                             |          |
| 1.     | 78         | STUDENT RECEIPTS |               | 11000-000-9161-00000        |          |
|        |            |                  |               | ENTERED BY: MDJB UNAPPROVED | 3,859.14 |
|        |            |                  |               | TOTAL AMOUNT                | 3,859.14 |
|        |            |                  |               | DISTRICT TOTAL              | 3,859.14 |
|        |            |                  |               | GRAND TOTAL                 | 3,859.14 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Feb 16, 2017 01:34:21PM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
433019

DEPT NO.  
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$2,975.74**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT     | FUND TOTAL |
|------------------------|----------|----------|--------------|------------|------------|
| BOOKSTORE              | 84698    | 0886     | 5490         | \$2,975.74 | \$2,975.74 |

TOTAL DEPOSIT: **\$2,975.74**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$2,975.74 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
CARD: \$0.00  
NOTES: DEPOSIT #170113**

SECTION 26901 GOVERNMENT CODE  
I HEREBY SWEAR THAT THIS IS A TRUE AND  
CORRECT RECORD OF THE TOTAL AMOUNT  
DUE THE KERN COUNTY TREASURER TO  
AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 02/16/2017 To 02/16/2017  
Transaction Number from: 170113 To 170113  
Date entered from: 00/00/0000 To 99/99/9999

J57644 DC0100 L.00.01 02/16/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED         | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT   |
|--------|------------|-----------------|---------------|-----------------------------|----------|
| LN.    | DI         | DETAIL          | DESCR         |                             |          |
| 170113 | 02/16/2017 | 02/16/2017      | WKCCD DEPOSIT |                             |          |
| 1.     | 78         | BOOKSTORE SALES |               | 31000-423-8841-69100        |          |
|        |            |                 |               | ENTERED BY: MDJB UNAPPROVED | 2,975.74 |
|        |            |                 |               | TOTAL AMOUNT                | 2,975.74 |
|        |            |                 |               | DISTRICT TOTAL              | 2,975.74 |
|        |            |                 |               | GRAND TOTAL                 | 2,975.74 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
**Mindy Jewell**  
 SUBMIT DATE  
**Feb 16, 2017 01:35:36PM**  
 PROCESS DATE  
**NOT PROCESSED AT THIS TIME**  
 EROD NO.  
**433020**

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$20,659.87**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT      | FUND TOTAL  |
|------------------------|----------|----------|--------------|-------------|-------------|
| STUDENT RECEIPTS       | 84096    | 0886     | 5490         | \$20,659.87 | \$20,659.87 |

TOTAL DEPOSIT: **\$20,659.87**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$20,659.87 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
**NOTES: DEPOSIT #170114**

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND CORRECT RECORD OF THE TOTAL AMOUNT DUE THE KERN COUNTY TREASURER TO AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/16/2017 To 02/16/2017  
 Transaction Number from: 170114 To 170114  
 Date entered from: 00/00/0000 To 99/99/9999

J57645 DC0100 L.00.01 02/16/17 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED          | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT    |
|--------|------------|------------------|---------------|-----------------------------|-----------|
| LN.    | DI         | DETAIL           | DESCR         |                             |           |
| 170114 | 02/16/2017 | 02/16/2017       | WKCCD DEPOSIT |                             |           |
| 1.     | 78         | STUDENT RECEIPTS |               | 11000-000-9161-00000        |           |
|        |            |                  |               | ENTERED BY: MDJB UNAPPROVED | 20,659.87 |
|        |            |                  |               | TOTAL AMOUNT                | 20,659.87 |
|        |            |                  |               | DISTRICT TOTAL              | 20,659.87 |
|        |            |                  |               | GRAND TOTAL                 | 20,659.87 |



**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 16, 2017 01:37:08PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 DEPT NO.  
 0886  
 EROD NO.  
 433022

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$170,050.42**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT       | FUND TOTAL   |
|------------------------|----------|----------|--------------|--------------|--------------|
| GENERAL FUND           | 84096    | 0886     | 5490         | \$23,199.75  | \$23,199.75  |
| RESTRICTED FUND        | 84097    | 0886     | 5490         | \$284.00     | \$284.00     |
| CHILD DEVELOPMENT      | 84496    | 0886     | 5490         | \$144,406.00 | \$144,406.00 |
| CAFETERIA              | 84699    | 0886     | 5490         | \$2,160.67   | \$2,160.67   |

TOTAL DEPOSIT: **\$170,050.42**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$170,050.42 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
 CARD: \$0.00  
 NOTES: DEPOSIT #170115**

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/16/2017 To 02/16/2017  
 Transaction Number from: 170115 To 170115  
 Date entered from: 00/00/0000 To 99/99/9999

J57650 DC0100 L.00.01 02/16/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED              | DESCRIPTION   | -FUND-ORG-ACCT-PROGR- | AMOUNT     |
|--------|------------|----------------------|---------------|-----------------------|------------|
| LN.    | DI         | DETAIL               | DESCR         |                       |            |
| 170115 | 02/16/2017 | 02/16/2017           | WKCCD DEPOSIT |                       |            |
|        |            |                      |               | ENTERED BY: MDJB      | UNAPPROVED |
| 1.     | 78         | GED/HISET TESTING    |               | 11000-306-8889-49306  | 3,356.25   |
| 2.     | 78         | R2T4                 |               | 11000-000-9161-00000  | 4,422.00   |
| 3.     | 78         | WESTEC ENROLLMENT    |               | 11450-204-8874-70990  | 15,421.50  |
| 4.     | 78         | LIBRARY PROGRAMS     |               | 12201-203-8892-61200  | 284.00     |
| 5.     | 78         | CAFETERIA SALES      |               | 32000-422-8841-69400  | 2,160.67   |
| 6.     | 78         | CC GENERAL           |               | 33428-310-8621-69200  | 38,278.00  |
| 7.     | 78         | CC STATE PRESCHOOL   |               | 33528-310-8621-69200  | 59,956.00  |
| 8.     | 78         | CC MIGRANT BILINGUAL |               | 33591-310-8621-69200  | 4,849.00   |
| 9.     | 78         | CC MIGRANT ED GRANT  |               | 33588-310-8621-69200  | 41,323.00  |
|        |            |                      |               | TOTAL AMOUNT          | 170,050.42 |
|        |            |                      |               | DISTRICT TOTAL        | 170,050.42 |
|        |            |                      |               | GRAND TOTAL           | 170,050.42 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 23, 2017 01:40:16PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 433537

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$4,175.00**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT     | FUND TOTAL |
|------------------------|----------|----------|--------------|------------|------------|
| CAL GRANT FUNDS        | 84097    | 0886     | 5490         | \$4,175.00 | \$4,175.00 |

TOTAL DEPOSIT: **\$4,175.00**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$4,175.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
 NOTES: DEPOSIT #170116

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**  
NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**  
NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/23/2017 To 02/23/2017  
 Transaction Number from: 170116 To 170116  
 Date entered from: 00/00/0000 To 99/99/9999

J60653 DC0100 L.00.01 02/23/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED         | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT   |
|--------|------------|-----------------|---------------|-----------------------------|----------|
| LN.    | DI         | DETAIL          | DESCR         |                             |          |
| 170116 | 02/23/2017 | 02/23/2017      | WKCCD DEPOSIT |                             | 4,175.00 |
| 1.     | 78         | CAL GRANT FUNDS |               | 12554-353-8641-64600        | 4,175.00 |
|        |            |                 |               | ENTERED BY: MDJB UNAPPROVED |          |
|        |            |                 |               | TOTAL AMOUNT                | 4,175.00 |
|        |            |                 |               | DISTRICT TOTAL              | 4,175.00 |
|        |            |                 |               | GRAND TOTAL                 | 4,175.00 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 23, 2017 01:41:37PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 433540

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$158,151.00**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT       | FUND TOTAL   |
|------------------------|----------|----------|--------------|--------------|--------------|
| CAL GRANT FUNDS        | 84097    | 0886     | 5490         | \$158,151.00 | \$158,151.00 |

TOTAL DEPOSIT: **\$158,151.00**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$158,151.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
 NOTES: DEPOSIT #170117

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 02/23/2017 To 02/23/2017  
Transaction Number from: 170117 To 170117  
Date entered from: 00/00/0000 To 99/99/9999

J60655 DC0100 L.00.01 02/23/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED         | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT     |
|--------|------------|-----------------|---------------|-----------------------------|------------|
| LN.    | DI         | DETAIL          | DESCR         |                             |            |
| 170117 | 02/23/2017 | 02/23/2017      | WKCCD DEPOSIT |                             |            |
| 1.     | 78         | CAL GRANT FUNDS |               | 12554-353-8641-64600        |            |
|        |            |                 |               | ENTERED BY: MDJB UNAPPROVED | 158,151.00 |
|        |            |                 |               | TOTAL AMOUNT                | 158,151.00 |
|        |            |                 |               | DISTRICT TOTAL              | 158,151.00 |
|        |            |                 |               | GRAND TOTAL                 | 158,151.00 |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Feb 23, 2017 01:42:59PM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
433541

DEPT NO.  
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF \$1,163.24

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT     | FUND TOTAL |
|------------------------|----------|----------|--------------|------------|------------|
| BOOKSTORE              | 84698    | 0886     | 5490         | \$1,163.24 | \$1,163.24 |

TOTAL DEPOSIT: \$1,163.24

**GENERAL DEPOSIT NOTES:**

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$1,163.24 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
CARD: \$0.00  
NOTES: DEPOSIT #170118

SECTION 26901 GOVERNMENT CODE  
I HEREBY SWEAR THAT THIS IS A TRUE AND  
CORRECT RECORD OF THE TOTAL AMOUNT  
DUE THE KERN COUNTY TREASURER TO  
AND INCLUDING:

NOT PROCESSED

NOT SIGNED  
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED  
TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 02/23/2017 To 02/23/2017  
Transaction Number from: 170118 To 170118  
Date entered from: 00/00/0000 To 99/99/9999

J60658 DC0100 L.00.01 02/23/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS  
NUMBER DATE ENTERED DESCRIPTION -FUND-ORG-ACCT-PROGR- AMOUNT  
LN. DI DETAIL DESCR

---

|        |            |            |                 |                      |  |  |                             |          |
|--------|------------|------------|-----------------|----------------------|--|--|-----------------------------|----------|
| 170118 | 02/23/2017 | 02/23/2017 | WKCCD DEPOSIT   |                      |  |  | ENTERED BY: MDJB UNAPPROVED |          |
| 1.     | 78         |            | BOOKSTORE SALES | 31000-423-8841-69100 |  |  |                             | 1,163.24 |
|        |            |            |                 |                      |  |  | TOTAL AMOUNT                | 1,163.24 |
|        |            |            |                 |                      |  |  | DISTRICT TOTAL              | 1,163.24 |
|        |            |            |                 |                      |  |  | GRAND TOTAL                 | 1,163.24 |



**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 23, 2017 01:43:55PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 433542

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$12,787.23**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT      | FUND TOTAL  |
|------------------------|----------|----------|--------------|-------------|-------------|
| STUDENT RECEIPTS       | 84096    | 0886     | 5490         | \$12,787.23 | \$12,787.23 |

TOTAL DEPOSIT: **\$12,787.23**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$12,787.23 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
 NOTES: DEPOSIT #170119

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 02/23/2017 To 02/23/2017  
Transaction Number from: 170119 To 170119  
Date entered from: 00/00/0000 To 99/99/9999

J60659 DC0100 L.00.01 02/23/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED          | DESCRIPTION   | -FUND-ORG-ACCT-PROGR- | AMOUNT    |
|--------|------------|------------------|---------------|-----------------------|-----------|
| LN.    | DI         | DETAIL           | DESCR         |                       |           |
| 170119 | 02/23/2017 | 02/23/2017       | WKCCD DEPOSIT |                       |           |
| 1.     | 78         | STUDENT RECEIPTS |               | 11000-000-9161-00000  |           |
|        |            |                  |               |                       | 12,787.23 |
|        |            |                  |               |                       | 12,787.23 |
|        |            |                  |               |                       | 12,787.23 |
|        |            |                  |               |                       | 12,787.23 |

ENTERED BY: MDJB UNAPPROVED

TOTAL AMOUNT

DISTRICT TOTAL

GRAND TOTAL

12,787.23

12,787.23

12,787.23

12,787.23

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 23, 2017 01:45:38PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 433543

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$40,901.87**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT      | FUND TOTAL  |
|------------------------|----------|----------|--------------|-------------|-------------|
| DORM REVENUE           | 75960    | 0886     | 5490         | \$11.56     | \$11.56     |
| GENERAL FUND           | 84096    | 0886     | 5490         | \$3,654.76  | \$3,654.76  |
| RESTRICTED FUND        | 84097    | 0886     | 5490         | \$35,337.60 | \$35,337.60 |
| CAFETERIA              | 84699    | 0886     | 5490         | \$1,897.95  | \$1,897.95  |

TOTAL DEPOSIT: **\$40,901.87**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$40,901.87 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #170120**

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J60660 DC0100 L.00.01 02/23/17 PAG

Date last used from: 02/23/2017 To 02/23/2017  
 Transaction Number from: 170120 To 170120  
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED                  | DESCRIPTION   | -FUND-ORG-ACCT-PROGR- | AMOUNT     |
|--------|------------|--------------------------|---------------|-----------------------|------------|
| LN.    | DI         | DETAIL                   | DESCR         |                       |            |
| 170120 | 02/23/2017 | 02/23/2017               | WKCCD DEPOSIT |                       |            |
|        |            |                          |               | ENTERED BY: MDJB      | UNAPPROVED |
| 1.     | 78         | INSURANCE REIMBURSEMENTS |               | 11000-412-8892-67300  | 83.60      |
| 2.     | 78         | REIMBURSEMENT            |               | 11000-432-8892-67703  | 70.57      |
| 3.     | 78         | REIMBURSEMENT            |               | 11000-113-8892-67801  | 2,323.96   |
| 4.     | 78         | REIMBURSEMENT            |               | 11000-431-2361-65300  | 60.00      |
| 5.     | 78         | TRANSCRIPT FEES          |               | 11508-301-8879-64900  | 1,116.63   |
| 6.     | 78         | DHS/CALWORKS             |               | 12602-309-8839-64992  | 20,237.60  |
| 7.     | 78         | INNOVATION HIGHER ED     |               | 12583-202-8892-60100  | 15,000.00  |
| 8.     | 78         | REIMBURSEMENT            |               | 12000-304-2361-63200  | 20.00      |
| 9.     | 78         | REIMBURSEMENT            |               | 12601-309-2361-64992  | 80.00      |
| 10.    | 78         | CAFETERIA SALES          |               | 32000-422-8841-69400  | 1,897.95   |
| 11.    | 78         | WASHER/DRYER COMMISSION  |               | 35000-357-8892-69700  | 11.56      |
|        |            |                          |               | TOTAL AMOUNT          | 40,901.87  |
|        |            |                          |               | DISTRICT TOTAL        | 40,901.87  |
|        |            |                          |               | GRAND TOTAL           | 40,901.87  |

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Feb 28, 2017 02:53:10PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 433927

DEPT NO.  
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE  
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL  
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$379,950.00**

| DESCRIPTION OF DEPOSIT | FUND NO. | DEPT NO. | REVENUE CODE | AMOUNT       | FUND TOTAL   |
|------------------------|----------|----------|--------------|--------------|--------------|
| SCHOOL APPORTIONMENT   | 84096    | 0886     | 5490         | \$106.00     | \$106.00     |
| SCHOOL APPORTIONMENT   | 84097    | 0886     | 5490         | \$379,844.00 | \$379,844.00 |

TOTAL DEPOSIT: **\$379,950.00**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$379,950.00 CREDIT CARD: \$0.00**  
 NOTES: DEPOSIT #170121

SECTION 26901 GOVERNMENT CODE  
 I HEREBY SWEAR THAT THIS IS A TRUE AND  
 CORRECT RECORD OF THE TOTAL AMOUNT  
 DUE THE KERN COUNTY TREASURER TO  
 AND INCLUDING:

**NOT PROCESSED**

NOT SIGNED  
 AUDITOR'S AUTHORIZED SIGNATURE

**NOT PROCESSED**

NOT SIGNED  
 TTC AUTHORIZED SIGNATURE

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 02/28/2017 To 02/28/2017  
 Transaction Number from: 170121 To 170121  
 Date entered from: 00/00/0000 To 99/99/9999

J63261 DC0100 L.00.01 02/28/17 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

| NUMBER | DATE       | ENTERED               | DESCRIPTION   | -FUND-ORG-ACCT-PROGR-       | AMOUNT     |
|--------|------------|-----------------------|---------------|-----------------------------|------------|
| LN.    | DI         | DETAIL                | DESCR         |                             |            |
| 170121 | 02/28/2017 | 02/28/2017            | WKCCD DEPOSIT |                             |            |
|        |            |                       |               | ENTERED BY: MDJB UNAPPROVED |            |
| 1.     | 78         | PERKINS 15/16         |               | 12560-223-8657-60103        | 34,817.00  |
| 2.     | 78         | PERKINS 16/17         |               | 12560-223-8657-60103        | 27,497.00  |
| 3.     | 78         | GENERAL APPORTIONMENT |               | 11000-000-8612-00000        | 106.00     |
| 4.     | 78         | EOFS                  |               | 12000-303-8622-64300        | 51,862.00  |
| 5.     | 78         | CARE                  |               | 12000-305-8624-64301        | 5,931.00   |
| 6.     | 78         | CALWORKS              |               | 12600-309-8627-64992        | 25,850.00  |
| 7.     | 78         | STUDENT SUCCESS       |               | 12000-304-8630-00000        | 169,469.00 |
| 8.     | 78         | ADULT EDUCATION       |               | 12603-125-8643-68900        | 64,418.00  |
|        |            |                       |               | TOTAL AMOUNT                | 379,950.00 |
|        |            |                       |               | DISTRICT TOTAL              | 379,950.00 |
|        |            |                       |               | GRAND TOTAL                 | 379,950.00 |