

AGENDA  
Regular Meeting  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
1525 E. Weldon  
Fresno, California 93704  
4:00 p.m., June 4, 2002

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meeting of May 7, 2002
- V. Delegations, Petitions, and Communications [see footnote, page 3]
  - A. Special Recognition of Student Trustees
- VI. Reports of Chancellor and Staff
  - A. PRESENTATIONS
    - 1. Chancellor's Report Judith Redwine
    - 2. Campus Reports Art Elish  
Tom Crow  
Don Yeager
    - 3. Academic Senate Report Lacy Barnes, RC
    - 4. Classified Senate Report Lisa McAndrews, RC
    - 5. Career & Technology Center Lee Farley  
Rick Christl  
Dennis Byrns  
Margaret Mericle  
Sherian Eckenrod
  - B. CONSIDERATION OF CONSENT AGENDA [02-102 through 02-123]

C. PERSONNEL

- |                                       |          |            |
|---------------------------------------|----------|------------|
| 1. Personnel Commission Budget Report | [02-124] | Randy Rowe |
|---------------------------------------|----------|------------|

D. GENERAL

- |   |          |                        |
|---|----------|------------------------|
| 2. Governing Board Member Election,<br>November 5, 2002   | [02-125] | Randy Rowe             |
| 3. Consideration to Accept the Reedley College<br>Strategic Plan                                    | [02-126] | Tom Crow<br>Ron Taylor |
| 4. Consideration to Authorize Process for<br>Transfer of Student Credit Balances to<br>General Fund | [02-127] | Ed Eng                 |
| 5. Consideration of Resolution Adopting<br>Relocation Assistance Guidelines                         | [02-128] | Eileen O'Hare          |
| 6. Consideration of Bids, Site Improvements,<br>Ratcliffe Stadium, Fresno City College              | [02-129] | Brian Speece           |
| 7. Consideration of Bids, Painting of<br>Superstructure, Ratcliffe Stadium,<br>Fresno City College  | [02-130] | Brian Speece           |
| 8. Consideration of Bids, Purchase of Mainframe<br>Computer System, District Office                 | [02-131] | Ted Uyesaka            |

VII. Reports of Board Members

VIII. Old Business

IX. Future Agenda Items

X. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time Bargaining Unit];  
Randy Rowe, Pursuant to Government Code Section 54957.6

X. Closed Session (continued)

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to  
Government Code Section 54957

C. CONSIDERATION OF STUDENT DISCIPLINE, Pursuant to Education Code  
72122; One Student

XI. Open Session (if any)

XII. Adjournment

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The Board chairperson, under Board Policy 9320.1, has set a limit of three minutes each for those who wish to address the Board. General comments will be heard under Agenda Section Delegations, Petitions and Communications at the beginning of the meeting. Those who wish to speak to items to be considered in Closed Session will be given the opportunity to do so following the completion of the open agenda and just prior to the Board's going into Closed Session. Individuals wishing to address the Board should fill out a Request Form and file it with the Associate Vice Chancellor-Human Resources, Randy Rowe, at the beginning of the meeting.

CONSENT AGENDA  
BOARD OF TRUSTEES MEETING  
June 4, 2002

PERSONNEL

1. Employment, Resignation, and Retirement, Certificated Personnel [02-102]
2. Employment, Promotion, Change of Status, and Leave of Absence, Classified Personnel [02-103]
3. Consideration to Approve New Classified Duties and Responsibilities [02-104]
4. Consideration to Approve Resolution of Layoff, Classified Services for the 2002-03 College Year [02-105]

GENERAL

5. Consideration to Approve Curriculum Proposals, Spring 2002 through Spring 2003, Fresno City College and Reedley College [02-106]
6. Consideration to Approve Year II Renewal for Tech Prep Building Trades and Construction Industry Sector Grant Between the California Department of Education and State Center Community College District [02-107]
7. Consideration to Approve Year II Renewal for Tech Prep Innovative Practices Work-Based Learning Between the California Department of Education and State Center Community College District [02-108]
8. Review of District Warrants and Checks [02-109]
9. Consideration to Accept Construction Project, Elevator Addition, Student Services Building, Reedley College [02-110]
10. Consideration of Report of Investments [02-111]
11. Consideration to Approve Resolution Authorizing Notice of Intent to Establish 2002-03 Appropriations Limit (Gann) [02-112]
12. Consideration to Approve Revised Food Service Agreement, Clovis Center [02-113]
13. Consideration of Written Claim for Damages, Joyclyn Love [02-114]
14. Consideration to Approve Agreement with City of Clovis Redevelopment Agency for Construction of 2002-03 Project House [02-115]

15. Consideration to Approve 2002-03 CalWORKs Program Services Agreement with County of Fresno, Fresno City College [02-116]
16. Consideration to Approve 2002-03 CalWORKs Program Services Agreement with County of Fresno, Reedley College [02-117]
17. Consideration to Approve Agreement with California Community Colleges Chancellor's Office for Early Childhood Education Literacy Project (AmeriCorps Program), Fresno City College [02-118]
18. Consideration of Bids, Dust Collection, Theatre, Fresno City College [02-119]
19. Consideration of Bids, Painting, Exterior/Interior, Various Buildings, Reedley College [02-120]
20. Consideration of Bids, Relocatable Nursing Classroom, Madera Center [02-121]
21. Consideration of Bids, Site Work, Oakhurst Relocatable, Oakhurst Center [02-122]
22. Consideration of Bids, Cost-per-copy Contract, Districtwide [02-123]

MINUTES OF MEETING OF  
BOARD OF TRUSTEES  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
May 7, 2002

Call to Order                    A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Phillip Forhan at 4:12 p.m., May 7, 2002, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present                Phillip J. Forhan, President  
Adolfo M. Corona, Vice President  
Ron Manfredi, Secretary  
Patrick E. Patterson  
Dorothy Smith  
William J. Smith  
Leslie Thonesen  
Margaret Todd, Student Trustee, FCC  
Warren Bisel, Student Trustee, RC

Also present were:

Judith A. Redwine, Chancellor, SCCC  
Art Elish, Interim President, Fresno City College  
Tom Crow, President, Reedley College  
Jon Sharpe, Executive Vice Chancellor-Administration and Finance, SCCC  
Don Yeager, Vice Chancellor-North Centers  
Shirley Bruegman, Vice Chancellor-Educational Services and Planning, SCCC  
Randy Rowe, Associate Vice Chancellor-Human Resources, SCCC

Introduction of                 Among the others present, the following signed the guest list:  
Guests

Cindy Spring, Executive Secretary to the Chancellor, SCCC  
Teresa Patterson, Executive Director-Public and Legislative Relations, SCCC  
Eileen O'Hare, General Counsel, SCCC  
Brian Speece, Associate Vice Chancellor-Business and Operations, SCCC  
Zwi Reznik, AFT Representative and Staff, FCC  
Chris Caldwell, CSEA President and Staff, FCC  
Ann Walzberg, Academic Senate President and Staff, FCC  
Irene Archuleta, Classified Senate President and Staff, FCC  
Lisa McAndrews, Classified Senate President and Staff, RC  
Ron Nishinaka, Academic Senate President and Staff, RC  
Ron Taylor, Dean of Instruction, RC  
Gene Blackwelder, College Business Manager, RC

Introduction of  
Guests  
(continued)

Terry Kershaw, Dean of Instruction and Student Services, NC  
Ed Eng, Director of Finance, SCCCCD  
Randy Vogt, Director of Purchasing, SCCCCD  
Ted Uyesaka, Director-Management Information Systems,  
SCCCD  
Brian Speece, Associate Vice Chancellor-Business & Operations,  
SCCCD  
Joan Edwards, Executive Director-Foundation, SCCCCD  
Elizabeth Carlisle, Executive Director-Training Institute, SCCCCD  
Carl Simms, Director of Maintenance & Operations, SCCCCD  
Jeff Jossierand, Director of Classified Personnel, Personnel  
Commission  
Tom Driscoll, Construction Services Manager, SCCCCD  
Monica Cuevas, Director, Manchester Center, FCC  
Jannett Jackson, Associate Dean of Instruction-Learning  
Resource Center, FCC  
Tony Cantu, Dean of Instruction, FCC  
Michael Guerra, College Business Manager, FCC  
Rick Christl, Associate Dean of Instruction-Applied Technology  
Division, FCC  
Sherian Eckenrod, Associate Dean of Instruction-Business  
Division, FCC  
Evelyn Fiorani, Duplications Supervisor, FCC  
Gurdeep Sihota, Director-College Center Program, FCC  
Cyndie Sine, Coordinator of Planning, Faculty Development and  
Program Review, FCC  
John Cummings, District Dean-Admissions & Records, SCCCCD  
Cheryl Sullivan, Accounting Clerk III, FCC  
Janice Emerzian, District Director, Enabler Program, SCCCCD  
Larry Dickson, Custodian, FCC  
Julie Whiting, School Relations Specialist, NC  
Kirk Bryant, Police Officer, SCCCCD  
Marc Benjamin, The Fresno Bee  
Nanci Sumaya, ASG, FCC  
Raquel Lara, ASB, RC  
Norma Lara, ASB, RC  
Paul Torres, ASG, FCC  
Randy McCreery, ASG, FCC  
Juanita Sanchez, ASG, FCC  
Josefina Ortega, ASG, FCC  
Maggie Stearns, ASG, FCC  
Greg Young, ASB, RC  
Donald Roe, ASB, RC  
Kaeli Edwards, ASG, FCC  
Bobby Leahey, ASG, FCC  
Chris Lahiji, ASB, RC  
George Kutnerian, ASG, FCC  
Jared Martinez, ASG, FCC  
Catrina Asanuma, ASG, FCC

Approval of Minutes      The minutes of the Board meetings of April 2 and April 15, 2002, were presented for approval.

A motion was made by Mr. Smith and seconded by Mr. Manfredi that the minutes of April 2 and April 15, 2002, be approved as presented. The motion carried unanimously.

Delegations,  
Petitions, and  
Communications

Mr. Rowe stated that Mr. Ronald Sawl, attorney for Officer Kirk Bryant, has requested to speak to the Board in open session regarding the District's recommendation to terminate Officer Bryant. Mr. Rowe read a summary of the charges against Officer Bryant.

Mr. Sawl responded to the charges and requested an independent investigation of all the charges and that the Board of Trustees review the allegations.

Mr. Forhan stated that the Board will discuss the matter in closed session this evening.

Chancellor's Report

Dr. Redwine announced that Naomi Tutu, the daughter of Archbishop Desmond Tutu, will speak at the Fresno City College Theatre at 7:30 p.m. on May 9. The title of her presentation will be "Truth and Reconciliation, Healing the Wounds of Racism." She urged everyone to take advantage of this opportunity.

Campus Report,  
Fresno City College

Dr. Elish reported on the following activities at Fresno City College:

- Student George Bruque has been named to the USA Today All-USA Community and Junior College Academic First Team.
- Student Nanci Sumaya-Martinez is this year's Volunteer of the Year Award winner.
- The 2002 Commencement Ceremony is scheduled for Friday, May 24, 2002, at Selland Arena.
- Business Administration students have published a book, Wisdom for Success, which includes quotes from 50 local business leaders.
- The Debate Team has won two National Debate Championships: the Cross-Examination Debate Association Community College Championship, and the National Debate Tournament Community College Championship.

Campus Report,  
Reedley College

From Reedley College, Dr. Crow reported on the following:

- The Employee Recognition Awards Reception will be held on May 8 in the Cafeteria.



Campus Report,  
Reedley College  
(continued)

- The Women's Tennis Team has won the NorCal Team Championship and is playing in the State Championships May 9-11 in Carlsbad.
- The Community Band and Jazz Ensemble will be performing in concert on May 17.
- The Tiger Football program will be hosting the 13<sup>th</sup> Annual Reedley College Classic Wine Tasting/Dinner at the McClarty Residence in Reedley on May 17.
- The 2002 Commencement Ceremony will be held on May 24 at 6:30 p.m. on the Library lawn.
- United States Department of Agriculture officials toured the college's Forestry Department on Wednesday.
- The college's Agriculture and Natural Resources Department is a recipient of a VTEA Title 1B grant entitled "Statewide Discipline Industry Collaborative of Agriculture and Natural Resources."
- Cinco de Mayo activities from April 30 through May 3.
- *Symmetry 2002*, the college's art and literary journal, will be published in May.

Campus Report,  
North Centers

Dr. Yeager reported the following from the North Centers:

- Spring Speakers' Series concluded with a panel discussion on "Does the Theory of Evolution Explain the Diversity of Life?"
- The Aztlan Spanish Club hosted a Cinco de Mayo celebration last week at the Madera Center.
- Mr. Phil Gonzales, Counselor, is currently serving as president of the Fresno Chapter of the Association of Mexican/American Educators. He was also recently appointed to the Board of Directors of the Fresno Hispanic Scholarship Fund.
- The Associated Student Body will hold its annual awards banquet at Lauck's Inn on May 18.
- National Anxiety Screening Day will be held at the Madera Center on May 8.
- The North Centers will have an informational booth at the Madera County Veterans' Resource Fair on May 18.
- The annual Madera Chamber of Commerce "Salute to Education" will be held at the Madera Center on May 9.
- Dr. Duane Furman, retired Superintendent of the Madera Unified School District, will be the May 24 Madera Center commencement speaker.

Mr. Manfredi stressed the need to get news coverage on FCC's Debate Team awards and suggested that The Fresno Bee be contacted to do a feature article.

Academic Senate  
Report

Ms. Ann Walzberg, Fresno City College Academic Senate President, reported the on following activities:

- Consultation process to review the current Board Policy on Shared Governance.
- By-law changes and operating agreements for current PFE and Staff Development Committees.
- Gerry Santos, Counselor for the IDELE program, has been nominated for the Standback-Stroud Diversity Award.
- The Reedley College and Fresno City College Academic Senates have passed resolutions supporting the potential bond measure.
- This is her last meeting as Senate President. Olga Quercia will be the President for 2002-03.

Classified Senate  
Report

Ms. Irene Archuleta, Fresno City College Classified Senate President, reported the following:

- Thanked the Senate's Executive Board for their support during the past year.
- Thanked Marilyn Haines for chairing the Staff Development Day on November 11, 2001, and Larry Haines for securing the door prizes.
- Thanked Pam Rippe for the centerpieces used at November's Staff Development Day and the recent Classified Professionals Day.
- Thanked Susan Points for arranging for the speakers and logistics for the New Employee Orientation held on November 2 and April 26.
- Thanked Cheryl Sullivan for coordinating the Mini-Training Workshops, as well as preparing and scoring the evaluations for staff development days.
- Thanked Kelli O'Rourke for serving as Classified Senate co-chair of the Presidential Search Committee.
- Kelli O'Rourke, Cheryl Sullivan, and Marilyn Rackin have been working on the Resource Guide for Classified Employees.
- Holly McSwain is chairing the Elections Committee for new senators and officers for the coming year.
- Sherrie Upton and Valerie DiPinto attended the Classified Professionals Institute at Pala Mesa last week.
- The Senate will be voting on a resolution in support of the proposed bond issue next week.
- This is also her last meeting as Senate President.

Associated Students  
Update

Margaret Todd, Fresno City College Student Trustee, reported that the ASG has passed a resolution in favor of the bond issue. Senator Catrina Asanuma and she presented a slide show of the past year's activities. Gurdeep Sihota thanked the senators for a successful year and introduced the senators present in the audience. The new Student Trustee will be George Kutnerian.

Classified  
Professionals Report

Dr. Janice Emerzian introduced Larry Dickson and Carl Simms, members of the Classified Professionals. Mr. Dickson and Mr. Simms provided a PowerPoint presentation on the Classified Professionals program that they have presented at several conferences across the state.

Ms. Smith expressed her appreciation of the program and encouraged the Classified Professionals to continue their good work.

Dr. Redwine added that the program is based upon the belief that the development of the people that comprise the organization is the best way to develop the entire organization. She stated that the District has Classified Professionals that we can be proud of and also thanked Dr. Emerzian for her leadership.

Consent Agenda  
Action

It was moved by Mr. Thonesen and seconded by Mr. Manfredi that the Board of Trustees approve the consent agenda as amended. The motion carried unanimously.

Employment,  
Extension of  
Contract,  
Resignation,  
Retirement,  
Transfer, Leave of  
Absence  
Certificated  
Personnel  
[02-74]  
Action

approve certificated personnel recommendations, Items A through G, as amended. (Lists A through G are herewith made a part of these minutes as Appendix I, 02-74).

Employment,  
Promotion, Change  
of Status, Change in  
Duty Months, Leave  
of Absence,  
Resignation, and  
Retirement,  
Classified Personnel  
[02-75]  
Action

approve classified personnel recommendations, Items A through L as presented. (Lists A through L are herewith made a part of these minutes as Appendix II, 02-75).

Consideration to  
Approve Playground  
Assistant I, II, and III  
(Exempt Positions  
for Summer Camp  
[02-76]  
Action

approve part-time Playground Assistants I, II, and III at the following salaries of \$10.00 an hour, \$12.00 an hour, and \$18.00 an hour respectively.

Consideration of  
Study Abroad  
Program, Semester  
in England, Spring  
2003  
[02-77]  
Action

- a) approve the offering of a 12-15 unit Semester in England program in Kingston-upon-Thames for Spring Semester 2003; and
- b) appoint Cynthia Elliott and C. Tim Quinn as instructors for the program.

Consideration of  
Study Abroad  
Program,  
Salamanca, Spain,  
Summer 2003  
[02-78]  
Action

- a) approve the offering of a Summer 2003 session in Salamanca, Spain, whereby students can earn up to five units of credit; and
- b) appoint Sharon Ferrer and Franchesca Velazquez as instructors for the program.

Consideration to  
Approve Out-of-  
State Travel,  
Caterpillar/Diesel  
Technician Students,  
Reedley College  
[02-78a]  
Action

approve out-of-state travel for 13 Reedley College Caterpillar/Diesel Technician students to tour the Caterpillar facility and Newmont Twin Creeks Mine in Reno, Nevada on May 15-17, 2002, with the understanding that the trip will be financed without requiring expenditures of District funds.

Consideration to  
Approve Tech Prep  
Building Trades and  
Construction  
Industry Sector  
Grant between the  
California  
Department of  
Education and the  
District  
[02-79]  
Action

approve entering into the Building Trades and Construction Industry Sector Grant in the amount of \$70,000.00 for the period of March 1, 2002, through March 14, 2003, and authorize Shirley A. Bruegman, Vice Chancellor-Educational Services and Planning to sign the agreement to enter into the contract with the California Department of Education on behalf of the District.

Consideration to  
Approve Tech Prep  
Transportation  
Industry Sector  
Grant between the  
California  
Department of  
Education and the  
District  
[02-80]  
Action

approve entering into the Transportation Industry Sector Grant in the amount of \$70,000.00 for the period of March 1, 2002, through March 14, 2003, and authorize Shirley A. Bruegman, Vice Chancellor-Educational Services and Planning, to sign the agreement to enter into the contract with the California Department of Education on behalf of the District.

Consideration to  
Approve VTEA  
Title 1-B Funds for  
Reedley College  
[02-81]  
Action

- a) authorize approval of the VTEA 1-B two-year grant between College of the Sequoias, Modesto Junior College, and Reedley College;
- b) authorize renewal of the grant with similar terms and conditions; and
- c) authorize the Chancellor or her designee to sign the agreement on behalf of the District.

Consideration to  
Approve Agreement  
with United States  
Department of  
Education and  
University Export  
Center for Global E-  
Commerce Training  
for Business and  
Educators  
[02-82]  
Action

- a) authorize the approval of the United States Department of Education grant, effective July 1, 2002, for the years 2002-2004, in the amount of \$80,000 for 2002-2003, and \$86,400 for 2003-2004; and
- b) authorize the Chancellor or her designee to execute the grant on behalf of the District.

Review of District  
Warrants and  
Checks  
[02-83]  
Action

review and sign the warrants register for the period March 27, 2002, to April 30, 2002, in the total amount of \$10,612,210.65.

review and sign the check registers for the Fresno City College and Reedley College Co-Curricular and Bookstore Accounts for the period March 20, 2002, to April 28, 2002, in the amount of \$436,284.66.

Financial Analyses  
of Enterprise and  
Special Revenue  
Operations  
[20-84]  
Action

Received as information only.

Budget Transfers  
and Adjustments  
Report  
[02-85]  
Action

Received as information only.

Consideration to  
Accept Construction  
Project, Restroom/  
Elevator  
Modifications,  
Fresno City College  
[02-86]  
Action

- a) accept the project for Restroom/Elevator Modifications, Fresno City College; and
- b) authorize the Chancellor or her designee to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Construction  
Project, Electrical  
Upgrades, Phase I,  
Reedley College  
[02-87]  
Action

- a) accept the project for Electrical Upgrades, Phase I, Reedley College; and
- b) authorize the Chancellor or her designee to file a Notice of Completion with the County Recorder.

Consideration to  
Accept Maintenance  
Project, Dormitory  
Shower Repairs,  
Reedley College  
[02-88]  
Action

- a) accept the project for Dormitory Shower Repairs, Reedley College; and
- b) authorize the Chancellor or her designee to file a Notice of Completion with the County Recorder.

Consideration to  
Approve Installation  
of Fire Alarm  
Components, Fresno  
City College and  
Reedley College  
[02-89]  
Action

approve installation of Fire Alarm Components at Fresno City College and Reedley College in the amount of \$26,395.00, and authorize the Chancellor or Executive Vice Chancellor to sign the agreement on behalf of the District.

Consideration of  
Claim for Damages,  
Mark Mendez  
[02-90]  
Action

reject the claim submitted on behalf of Mark Mendez and direct the Executive Vice Chancellor to give written notice of said action to the claimant.

Consideration to  
Approve Sale of  
Surplus Property  
[02-91]

Action

authorize disposal of District surplus property by auction.

Consideration of  
Bids, Renovations to  
Building T-500,  
Fresno City College  
[02-92]

Action

award Bid #0102-20 in the amount of \$37,528.00 to Mark Wilson Construction, Inc., the lowest responsible bidder for the Renovations to Building T-500 at Fresno City College, and authorize the Chancellor or Executive Vice Chancellor to sign an agreement on behalf of the District.

Consideration of  
Bids, Refurbish  
Seats, Forum Hall,  
Reedley College  
[02-93]

Action

award Bid #0102-25 in the amount of \$27,884.50 to Somerset Studios, the lowest responsible bidder to Refurbish Seats in the Forum Hall at Reedley College, and authorize the Chancellor or Executive Vice Chancellor to sign and agreement on behalf of the District.

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

Consideration to  
Appoint Associate  
Dean of Instruction-  
Business and  
Vocational  
Education, Reedley  
College  
[02-94]

Action

A motion was made by Ms. Smith and seconded by Mr. Smith that the Board of Trustees appoint Kimberly Ann Perry as Associate Dean of Instruction-Business and Vocational Education at Reedley College, with placement on the management salary schedule at Range 62, Step 5 (\$96,481) on the 2001-2002 salary schedule. The motion carried unanimously.

Consideration to  
Approve New  
Permanent Full-  
Time, and  
Permanent Part-  
Time Classified  
Positions for Fiscal  
Year 2002-03  
(Transition Plan)  
[02-95]

Action

Mr. Manfredi questioned that the chart of positions lists specific salaries rather than ranges, the revenue source for the positions, and the recruitment timeline.

Mr. Patterson questioned if the \$1 million was in addition to what is currently being paid for the part-time positions. Mr. Sharpe stated that it is an additional \$1 million and that the District is close to the fifty percent law and after next year this is an issue the District will have to face.

A motion was made by Mr. Manfredi and seconded by Mr. Patterson that the Board of Trustees approve a total of 29 new permanent full-time classified positions and 11 permanent part-time classified positions effective July 1, 2002, with a total General Fund net cost of approximately \$1,000,000.00.

Consideration to  
Approve New  
Permanent Full-  
Time, and  
Permanent Part-  
Time Classified  
Positions for Fiscal  
Year 2002-03  
(Transition Plan)  
[02-95]  
Action  
(continued)

Mr. Patterson asked for clarification of the number of positions listed.

Following a recount of the positions, a motion was made by Mr. Manfredi and seconded by Mr. Patterson to amend the recommendation to 32 new permanent full-time classified positions and 13 permanent part-time classified positions effective July 1, 2002, with a total General Fund net cost of approximately \$1 million. The motion carried unanimously.

Consideration to  
Approve New  
Permanent  
Classified Positions  
for Fiscal Year  
2002-03 (Additional  
Positions)  
[02-96]  
Action

A motion was made by Ms. Smith and seconded by Mr. Manfredi that the Board of Trustees approve 3 ½ custodian, 1 DSP&S Administrative Aide, and 1 Fresno City College Categorical Accountant/Auditor positions.

Board members questioned if the fifty percent positions at Fresno City College were already in the budget, as well as implications of the fifty percent rule.

The motion carried unanimously.

Consideration of  
Resolution  
Recommending  
Expansion of the  
Madera City Sphere  
of Influence and  
Annexation of the  
Madera State Center  
Community College  
Specific Plan Area  
[02-97]  
Action

Mr. Manfredi stated that this is an important public relations issue that should have been resolved some time ago. He suggested that Dr. Yeager bring this forth to the county, city, and LAFCO and that the District do the necessary groundwork to ensure the expansion of the Sphere of Influence.

A motion was made by Mr. Manfredi and seconded by Mr. Smith that the Board of Trustees approve Resolution No. 02-97 recommending approval by LAFCO of expansion of the Madera City Sphere of Influence and ultimate annexation of the Madera State Center Community College Specific Plan Area.

Mr. Patterson suggested that the resolution should include wording that they complete the agreements that were made between the city, county, and District at the time we were making our determination as to where to locate the campus. Mr. Sharpe indicated the wording could be included; however, there is a short timeline as the City Council will be discussing this matter at their next meeting. The Board agreed that a cover letter addressing this issue could be included with the resolution. The motion carried unanimously.



Consideration of  
Quarterly Financial  
Status Report  
[02-98]  
Action

Mr. Sharpe noted that on Page 2, Section 4 the District disclosed that long-term debt was incurred for low interest energy loans for the lighting retrofit.

A motion was made by Mr. Corona and seconded by Ms. Smith that the Board of Trustees acknowledge the Quarterly Financial Status Report (CCFS-311Q) as presented. The motion carried unanimously.

Consideration of  
Bids, Classroom  
Remodel, Clovis  
Center  
[02-99]  
Action

A motion was made by Mr. Thonesen and seconded by Mr. Smith that the Board of Trustees award Bid #0102-19 in the amount of \$98,579.00 to Nova Abatement & Construction, Inc., the lowest responsible bidder for the Classroom Remodel at the Clovis Center, and authorize the Chancellor or Executive Vice Chancellor to sign an agreement on behalf of the District. The motion carried unanimously.

Consideration to  
Approve 2002-03  
Decision Package  
Recommendations  
[02-100]  
Action

Mr. Manfredi stated that he would prefer to hold off on fifty percent of the Decision Package recommendations due to the budget situation, as he fears we will have to cut back on part-time faculty. Mr. Sharpe responded that in no year has the District approached fifty percent by September.

Mr. Forhan suggested staff keep the Board updated on the use of the funds rather than prioritizing the recommendations for approval in September.

A motion was made by Mr. Corona and seconded by Mr. Thonesen that the Board of Trustees approve the 2002-03 Decision Package recommendations as presented. The motion carried unanimously.

Consideration of  
Resolution Ratifying  
Purchase  
Agreement,  
Willow/International  
Community College  
Center (Bains/  
Dhillon Parcel)  
[02-101]  
Action

A motion was made by Mr. Smith and seconded by Ms. Smith that the Board of Trustees:

- a) approve Resolution 02-101 Ratifying Agreement for the purchase of Real Property; and
- b) authorize the Chancellor or Executive Vice Chancellor to enter into a Purchase and Sale Agreement for approximately 17.74 acres, commonly known as 10423 North Willow Avenue, from Bains/Dhillon, et al.

Mr. Manfredi expressed his concern about the 110 acres in relationship to the discussion with the City of Fresno regarding a potential southeast Fresno site. He is supportive of the proposed location and of the dollars in the proposed bond issue. We are not abandoning Fresno City College, this is an excellent site, and we need to move forward. However, he is concerned with our

Consideration of  
Resolution Ratifying  
Purchase  
Agreement,  
Willow/International  
Community College  
Center (Bains/  
Dhillon Parcel)  
[02-101]  
(continued)

relationship with the City of Fresno when we said we were cutting back the size of the campus population, but did not change the number of acres we are purchasing.

Mr. Sharpe stated that this particular purchase is the most important acreage on the campus as it represents the northeast corner of the campus where the instructional, academic, and support buildings will be located. Initial projections indicated approximately 15,000 students would attend this site with a full-time equivalency of 10,000. Based upon the City's revised general plan, the numbers were revised to a little over 10,000 enrollment with 6,500 full-time. The vast majority of a campus site is used for parking and that is dictated by zoning requirements by the City of Fresno. Mr. Sharpe added that he believes Mr. Manfredi's concerns have been expressed in the EIR and the scaling back of the campus.

Mr. Manfredi questioned if the 17 acres dictate the 100 acres. Mr. Sharpe explained the configuration of the three parcels and stated that the campus would be developed from the north to the south. The site could be reduced by doing away with the bottom quarter of the site, or selling a portion down the road if growth did not occur as anticipated; however the administration feels that the property will be needed in its entirety.

Mr. Manfredi questioned with the initial 15,000 headcount, what was the acreage. Mr. Sharpe replied that the acreage was the same, but there would have been greater use of multi-story buildings.

Mr. Manfredi asked the acreage of Fresno City College without Ratcliffe and Eules. Mr. Sharpe stated that the academic acreage at Fresno City College is 73.3 acres.

Mr. Thonesen stated that all development is not going to go to southeast Fresno. There is still a lot of land to be developed in northeast Fresno and we have to have the land on which to put our facilities. It would be shortsighted of us not to buy the entire site and then get landlocked like we are at Fresno City College.

Dr. Redwine stated that staff did present the District's plan to the City Council over two and one-half years ago, so the City was aware and did not bring up the master plan at that time.

Ms. Smith stated that we have to make decisions as they relate to our district and we need to do what is in the best interest of our students.

Consideration of  
Resolution Ratifying  
Purchase  
Agreement,  
Willow/International  
Community College  
Center (Bains/  
Dhillon Parcel)  
[02-101]  
(continued)

Mr. Patterson stated that the southeast plan was not even developed at the time we were doing our studies; however, we now have a new mayor and several new council members. Another reason we do not have the existing site already expanded in Clovis is the argument that we needed the large acreage. If we only want 50-80 acres, then the existing site would be sufficient. Mr. Patterson still contends the existing site is the best site.

Mr. Manfredi requested that at a future time the Board have a presentation from the City of Fresno Planning Department on the General Plan.

Mr. Forhan stated that he was contacted by a member of the City Council regarding the site and explained that we were trying to meet the needs of our students. The fact is that Copper River has been approved, is going forward and will bring us thousands of students. Also, subdivision maps have already been filed for development between Copper River and the new site. It is going to happen and we need to serve our students.

The motion carried by the following vote:

Ayes - 5  
Noes - 2 (Mr. Manfredi and Mr. Patterson)  
Absent - 0

Reports of Board  
Members

Mr. Warren Bisel, Reedley College Student Trustee, reported on the following:

- Asian Awareness Week activities.
- Cinco de Mayo Celebration Week.
- The ASB hosted the 23<sup>rd</sup> annual Tiger Awards on May 1.
- Teacher Appreciation Week.
- Graduation is on May 24 at 6:30 p.m. on the Library lawn.

Ms. Margaret Todd, Fresno City College Student Trustee, reported on the following activities and events:

- Naomi Tutu on May 9.
- Stop the Hate candlelight vigil on Friday evening.
- Student Volunteer of the Year, Nanci Sumaya-Martinez.
- Graduation is May 24 at 7:30 p.m. at Selland Arena.

Ms. Smith stated that she is impressed with the amount of money the students have raised for the various organizations. She stated that following the Classified Professionals Day she read the book, Who Moved My Cheese? It is transforming and she suggested that everyone read it.

Report of Board  
Members  
(continued)

Mr. Patterson reported that he attended the annual trustees conference over the weekend and there is a lot of bleakness regarding the budget, master plan revisited, Proposition 98, etc. He also attended a session on bond issues.

Mr. Manfredi stated that he attended the District's Economic Development Forum last week. There is a cleanup of the Historic Old Administration Building on Saturday, and he appreciated his interview by the ASG on his previous participation in student government. He continues to work with the District Marketing Committee.

Mr. Corona stated that he was impressed by the Classified Professionals presentation and all the things they do for the District. He saw the presence of SCCCD at the Cinco de Mayo celebration in Madera, as Julie Whiting was there and made an excellent representation.

Future Board Items

Dr. Redwine stated that the LAN/WAN completion will be included in the list for the proposed bond issue. The bid for the remodel of Ratcliffe came in too high, so that project will be done in phases.

Closed Session

Mr. Forhan stated that the Board, in closed session, will be discussing: CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time Bargaining Unit; SCFT Full-Time Bargaining Unit], Randy Rowe, Pursuant to Government Code Section 54957.6; and PUBLIC EMPLOYEE DISCIPLINE/ DISMISSAL/RELEASE, Pursuant to Government Code Section 54957.

Mr. Forhan declared a recess at 6:45 p.m.

Open Session

The Board moved into open session at 7:47 p.m. Mr. Forhan announced that the Board, in closed session, gave direction to its chief labor negotiator regarding part-time and full-time faculty negotiations, and terminated a classified employee.

Adjournment

The meeting was adjourned at 7:49 p.m. by the unanimous consent of the Board.

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

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Employment, Resignation, and Retirement,  
Certificated Personnel

ITEM NO. 02-102

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EXHIBIT: Certificated Personnel Recommendations

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Recommendation:

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

CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

Name	Campus	Range & Step	Salary	Position
Glenn, Marilyn	FCC	V, 5	\$70,390	Counselor
(Current temporary faculty) (First contract, July 1, 2002 – June 30, 2003)				
Habib, Claudia	FCC	III, 2	\$48,141	Architecture/CADD Instructor
(New applicant) (First contract, August 15, 2002 – May 23, 2003)				
Hirata, Ryen	RC	III, 1	\$46,036	Workability III Counselor/Coordinator
(Former adjunct instructor and classified employee) (Categorically funded contract June 5, 2002 – June 30, 2002 and July 1, 2002 – June 30, 2003)				
Olsen, Rodney	FCC	II, 1	\$43,600	Biology Instructor
(Current temporary faculty) (First contract, August 15, 2002 – May 23, 2003)				
Setoodeh, Hassan	FCC	V, 6	\$31,297	Business Administration Instructor
(Current adjunct instructor) (Temporary contract, August 15, 2002 – December 20, 2002)				

B. Recommendation to accept resignation for the purpose of retirement from the following person:

Name	Campus	Effective Date	Position
Glynn, James	Madera	August 12, 2002	Sociology Instructor

C. Recommendation to accept resignation for the following persons:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Brannon, Colleen	RC	May 16, 2002	Counselor
Sharpe, Jon	DO	July 30, 2002	Executive Vice Chancellor- Administration & Finance

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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

ITEM NO. 02-103

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EXHIBIT: Classified Personnel Recommendations

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Recommendation:

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



CLASSIFIED PERSONNEL RECOMMENDATIONS

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

Name	Location	Classification	Range/Step/Salary	Date
Lescoulie, Joseph	RC	Bookstore Stock Clerk Position No. 3026	41-A \$2092	5/28/02
Rodriguez, Diana	RC	Department Secretary Position No. 3010	44-A \$2255	5/28/02

B. Recommendation to employ the following persons (Exempt):

Name	Location	Classification	Hourly Rate	Date
Knepper, Amy	FCC	Art Model	\$ 8.64	5/6/02
Kinkel, Robin	FCC	LGI Assistant	10.28	4/25/02
Lloyd, Karen	FCC	LGI Assistant	10.28	5/6/02
Peek, Cynthia	FCC	LGI Assistant	10.28	4/26/02
Schmidt, Brian	FCC	TI Trainer II	33.52	5/9/02

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

Name	Location	Classification	Hourly Rate	Date
Aldrich, Laurie	RC	Instructional Aide Position No. 3077	\$ 9.69	4/1/02 thru 5/20/02
Gonzalez, Sonia	RC	Bookstore Stock Clerk Position No. 3026	12.08	3/15/02
Greathouse, Alvin	FCC	Custodian Position No. 2140	12.08	4/23/02

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Perales, Luis	RC	Custodian Position No. 3061	12.08	5/3/02
Perez, Corincia	FCC	Department Secretary Position No. 2236	12.99	4/24/02
Ruiz, Margarita	MC	Instructional Tech – CDL Position No. 4008	15.07	3/22/02 thru 6/30/02

D. Recommendation to employ the following persons (provisional – filling vacant limited-term position pending recruitment/selection):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
McGaugh, Debra	RC	Accounting Clerk III	\$ 14.36	5/10/02
Romero, Gloria	RC	Instructional Tech	15.07	5/6/02

E. Recommendation to approve promotion of the following employees (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Date</u>
DaSilva, Steve	FCC	Groundskeeper II Position No. 1079 to Inst Tech – Greenhouse Position No. 2191	46-E \$2957 50-D \$3176	5/1/02
Romero, Anthony	CC	Custodian Position No. 5006 to General Utility Worker Position No. 5003	41-E \$2613 43-E \$2745	5/10/02
Lee, Donna	RC	Office Assistant II Position No. 2351 to Operations Assistant Position No. 3022	41-E \$2549 57-A \$3100	5/22/02

F. Recommendation to approve change of status of the following employees (regular):

Name	Location	Classification	Range/Step	Date
Rippe, Pamela	FCC	Student Pers Serv Asst Position No. 2112 to Educational Advisor Position No. 2112	54-E \$3550 57-E \$3817	9/1/01
(Reclassified by the Personnel Commission effective 9/1/01)				
Nowlin, Gary	DO	Maint Utility Worker Position No. 1089 to Maintenance Worker II Position No. 1089	43-E \$2745 54-E \$3588	12/5/01
(Reclassified by the Personnel Commission effective 12/5/01)				
Petch Renee	FCC	Office Assistant II Position No. 2309 to Student Services Specialist Position No. 2309	41-D \$2424 52-D \$3181	12/5/01
(Reclassified by the Personnel Commission effective 12/5/01)				
Quercia, Linda	RC	Department Secretary Position No. 3139 to Duplicating Operator Position No. 3139	44-E \$2744 46-E \$2882	12/5/01
(Reclassified by the Personnel Commission effective 12/5/01)				
Caldwell, Michael	RC	General Utility Worker Position No. 3072 to Lead Custodian Position No. 3056	43-D \$2678 46-E \$2882	1/31/02 thru 4/30/02
(Replacing regular employee on extended sick leave)				
Reynolds, Kaye	FCC	Office Assistant II Position No. 2252 to Office Assistant III Position No. 2252	41-E \$2549 48-E \$3026	4/9/02
(Reclassified by the Personnel Commission effective 4/9/02)				

G. Recommendation to approve health leave of absence of the following employees (regular):

Name	Location	Classification	Date
Jensen, Kellie	MC	Instructional Technician – CDL Position No. 4008	3/4/02 thru 5/3/02
(Family Medical Leave Act)			

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve New Classified  
Duties and Responsibilities

ITEM NO. 02-104

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EXHIBIT: Duties Statements

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Background:

Fresno City College has a need for an Instructional Technician position in the Art Department and an Instructional Aide for costume design in the Theater Arts Department. According to AR 4210.2 and Education Code section 88009 the Governing Board shall fix and prescribe the duties to be performed by all persons in the classified service. Following the Governing Board's approval of the duties, the Director of Classified Personnel will develop the minimum qualification requirements. The minimum qualifications will then be forwarded to the Personnel Commission for their approval according to Education Code section 88095.

After the Personnel Commission's approval of the minimum qualifications, the Associate Vice Chancellor of Human Resources will meet with representatives of CSEA to negotiate the appropriate salary range.

Please refer to the attached "duties statements" for the duties of the following positions:

Instructional Technician – Art  
Instructional Aide – Costume Shop

Fiscal Impact:

None

Recommendation:

It is recommended that the Board of Trustees fix and prescribe the duties for the following classified positions:

Instructional Technician – Art  
Instructional Aide – Costume Shop

STATE CENTER COMMUNITY COLLEGE DISTRICT

INSTRUCTIONAL TECHNICIAN – ART

Examples of Duties

Performs a variety of duties related to the Art Department including maintain and oversee clean, safe studio environments. Maintain and operate kilns and clay mixers, formulate and mix glazes and clays. Adjust, operate and maintain a wide variety of tools including welders, bronze casting equipment, woodshop tools, jewelry, textile and printmaking equipment. Oversee and maintain inventories. Order, receive and store supplies. Supervise and train student assistants. May perform other related duties as assigned.

INSTRUCTIONAL AIDE – THEATER ARTS  
COSTUME SHOP

Examples of Duties

Performs a variety of duties related to the costume shop including preparing for the daily activities of the costume shop, assigns duties to students and assists students with projects. Assists with the inventory of all costumes for on-campus and off-campus productions. Assists the designer with safety procedures in the lab. Makes patterns, cuts fabric, stitches and embellishes costumes. May perform other related duties as needed.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

---

SUBJECT: Consideration to Approve Resolution of Layoff, Classified Services for the 2002-03 College Year      ITEM NO.    02-105

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EXHIBIT:    Resolution

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Background:

Employees in the Classified Service have certain employment rights under California statutes. One provision requires a 30-day layoff notice to any permanent classified employee whose position is being eliminated or reduced. Due to State Budget reductions, District priorities, and internal reorganization, several areas are being recommended for classified employee layoffs. It should be noted that any employee in a layoff may have "bumping" rights as well as 39-month recall rights. In addition, many employees may be able to transition into open positions created as a result of the transition plan.

Funding for the District's CalWORKs program, which is a categorically funded program, is currently in question. In the January 2002 state budget CalWORKs Funding, except the childcare component, was eliminated. In the May Revise a portion of the CalWORKs funding, \$20 million, was added back in with the requirement that participating districts match the state allocation dollar-for-dollar with local funds. The dollar-for-dollar match has not been fully defined as of this time. In the absence of CalWORKs funding, the District would need to consider a layoff of employees in this program for lack of funds. The positions to be eliminated are:

- 5 Job Developer Positions
- 2 Workshop Facilitator Positions
- 1 Account Technician I Position
- 1 Program Development Assistant Position

Fiscal Impact:

The fiscal impact is not known as of this time. The District is awaiting the requirements regarding state allocation dollar-for-dollar match.

Over the years, The Training Institute acquired administrative oversight of a number of categorical grants pertaining to the Center for Applied Competitive Technologies (CACT), Advanced Transportation Technology (ATT) and Import/Export. The structure of The Training Institute has been under review during the past year, and the following changes have been agreed upon to take place effective July 1, 2002. The CACT and ATT grants will now be the responsibility of the Associate Dean of Instruction for Applied Technology at Fresno City College. The grants related to Import/Export will be the responsibility of the District Vice Chancellor for Educational Services and Grants. The remaining portion of the Training Institute is moving to the Manchester Educational Resource Center and will focus exclusively on "not for credit" fee-based classes and contract education for business and industry. The downsizing of The Training Institute, both in terms of program and responsibilities, reduces the workload to the extent that the administration is proposing the elimination of the following three positions due to lack of work and/or funds at The Training Institute:

- 1 Account Technician II Position
- 1 Receptionist Position
- 1 50% Department Secretary Position – (Vacant)

Fiscal Impact:

The cost savings is approximately \$136,000.00.

The job duties of the Research Assistant at the State Center Community College Foundation office no longer meet the needs of the Foundation office. Due to lack of work for the Research Assistant position and the need for the duties that are included in the Administrative Assistant job description, the administration is recommending the position of Research Assistant in the State Center Community College Foundation office be eliminated and the position of Administrative Assistant be created in the Foundation office. This change will better assist the Foundation in meeting its goals as well as the needs of our District.

Fiscal Impact:

The cost savings is approximately \$5,000.00.

Item No. 02-105

Page 3

Fresno City College is proposing the elimination of a vacant Account Technician I position and upgrading this position to an Account Technician II. There is a need to upgrade the duties and responsibilities of this position and the Account Technician II job description aligns very well with the identified needs. The Account Technician II position will further assist the Accountant Auditor position in categorical areas.

The current collective bargaining agreement covering classified employees contains provisions for implementing layoff in the event the Board determines it is a necessity.

Fiscal Impact:

The fiscal impact is approximately \$4,500.00 increase included in Fresno City College budget.

Recommendation:

It is recommended that the Board of Trustees approve the Resolution in the Matter of Reduction of Classified Services for the 2002-03 college year.



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BEFORE THE GOVERNING BOARD OF THE STATE CENTER COMMUNITY COLLEGE  
DISTRICT OF FRESNO COUNTY, CALIFORNIA

In the matter of Reduction of }  
Classified Services for the }  
2002-03 College Year }

RESOLUTION

WHEREAS, due to lack of work and lack of funds, this Board finds that it is in the best interest of this District that, prior to the start of the 2002-03 fiscal year, certain services now being provided by said District be discontinued by the following extent:

See Exhibit A

NOW, THEREFORE, BE IT RESOLVED that, prior to the start of the 2002-03 school year, thirteen (13) classified positions of the State Center Community College District be discontinued to the extent hereinabove set forth; and

BE IT FURTHER RESOLVED that the Associate Vice Chancellor-Human Resources of this District be and hereby is authorized and directed to give notice of layoff to eleven (11) classified employees of the District pursuant to District rules and regulations, the collective bargaining agreement, and applicable provisions of the Education Code of the State of California not later than June 30, 2002, in accordance with Education Code Section 88017 (b) and (c).

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1 The foregoing Resolution was ratified at a meeting of the Board of Trustees of the  
2 State Center Community College District, County of Fresno, State of California, on the 4th day of  
3 June 2002, by the following vote, to wit:

4  
5 AYES:

6 NOES:

7 ABSENT:

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Ron Manfredi  
12 Secretary, Board of Trustees  
13 State Center Community College District  
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STATE CENTER COMMUNITY COLLEGE DISTRICT

Meeting of the Board of Trustees  
June 4, 2002

ITEM NO. 02-105 EXHIBIT A

1.	CalWORKs	
	<u>Positions</u>	<u>Reduction</u>
	5 Job Developers	5 @ 100%
	2 Workshop Facilitators	2 @ 100%
	1 Account Technician I	1 @ 100%
	1 Program Development Assistant	1 @ 100%
2.	The Training Institute	
	<u>Positions</u>	<u>Reduction</u>
	1 Account Technician II	1 @ 100%
	1 Receptionist	1 @ 100%
	1 Department Secretary (Vacant)	1 @ 50%
3.	State Center Community College Foundation	
	<u>Positions</u>	<u>Reduction</u>
	1 Research Assistant (Vacant)*	1 @ 100%
4.	Fresno City College	
	<u>Position</u>	<u>Reduction</u>
	Account Technician I**	1 @ 100%

\*create new position Administrative Assistant

\*\*create new position Account Technician II

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve Curriculum Proposals, ITEM NO. 02-106  
Spring 2002 through Spring 2003, Fresno City  
College and Reedley College

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EXHIBIT: Curriculum Proposals for FCC and RC

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Background:

The new courses, course revisions, new programs, and program revisions being presented by the colleges have been reviewed by each of the applicable curriculum committees as a part of the curriculum process. They have also been reviewed and approved for presentation to the Board by the District Educational Coordinating and Planning Committee.

Fresno City College has submitted the following:

4	New Programs	41	Special Studies Courses
8	Revised Programs	9	New Distance Learning Courses
1	Deleted Programs	8	New Articulation Agreements
15	New Courses	16	Renewed Articulation Agreements
35	Revised Courses	2	Discontinued Articulation Agreements
5	Deleted Courses		

Reedley College has submitted the following:

6	New Programs	0	Special Studies Courses
7	Revised Programs	9	New Distance Learning Courses
0	Deleted Programs	1	New Articulation Agreements
42	New Courses	0	Renewed Articulation Agreements
21	Revised Courses	0	Discontinued Articulation Agreements
7	Deleted Courses		

Recommendation:

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

# *Fresno City College*

Office of Instruction

## PROPOSED REVISED COURSES

Effective Spring 2002

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### **CREDIT, DEGREE APPLICABLE**

None.

### **CREDIT, NONDEGREE APPLICABLE**

1. **Developmental Services 291, Strategies for Academic Success, 2 units, 2 lecture hours, credit/no credit only.** Revised course description.
2. **Developmental Services 292, College Awareness Survival Skills, 2 units, 2 lecture hours, credit/no credit only.** Revised course description.

### **NONCREDIT**

None.

# *Fresno City College*

Office of Instruction

## **PROPOSED REVISED COURSE**

Effective Summer 2002

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### **CREDIT, DEGREE APPLICABLE**

**Honors Phi Theta Kappa Colloquium.** Colloquium Theme: *Leadership Training.*

### **CREDIT, NONDEGREE APPLICABLE**

None.

### **NONCREDIT**

None.

# *Fresno City College*

Office of Instruction

## PROPOSED NEW PROGRAMS

Effective Fall 2002

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

1. **CULINARY ARTS, BASIC**

*Certificate of Completion*

**Courses added, existing**

Food Service Management 35, Food Services, Sanitation, Safety and Equipment  
Food Service Management 144, Presenting Service for Food Service Professionals  
Food Service Management 146, Elementary Food Service Computation I  
Food Service Management 160, Basic Skills: Basic Foods

2. **CULINARY ARTS, INTERMEDIATE**

*Certificate of Completion*

**Courses added, existing**

Food and Nutrition 1, Principles of Food Preparation  
Food and Nutrition 35, Nutrition and Health  
Food Service Management 147, Elementary Food Service Computation II

3. **CULINARY ARTS, ADVANCED**

*Certificate of Completion*

**Courses added, existing**

Food Service Management 11, Food Service Supervision  
Food Service Management 15, Food Production Management  
Food Service Management 19, Occupational Work Experience  
Food Service Management 25, Food and Beverage Purchase and Control  
Food Service Management 38, Quantity Food Preparation

4. **WORK ASSESSMENT VOCATIONAL EDUCATION (WAVE)**

*Certificate of Completion*

**Courses added, new** (*See Proposed New Courses summary for details*)

Work Assessment Vocational Education 203, Securing Appropriate Income & Labor (SAIL)  
Work Assessment Vocational Education 204, Summer Placement Labor and Site Hours (SPLASH)

**Courses added, existing**

Work Assessment Vocational Education 201, Developing Individual Vocational Evaluation (DIVE)  
Work Assessment Vocational Education 202, Situational Assessment Worksite and Internship Model (SWIM)

# Fresno City College

Office of Instruction

## PROPOSED REVISED PROGRAMS

Effective Fall 2002

Approved and Recommended by the Curriculum Committee

To ECPC May 7, 2002

1. **ANTHROPOLOGY**  
*Associate in Arts Degree*  
**Course added, new** (See Proposed New Courses summary for details)  
Anthropology 13, Anthropology of Magic, Witchcraft, and Religion
2. **DENTAL HYGIENE**  
*Associate in Science Degree*  
**Course revised** (See Proposed Revised Courses summary for details)  
Dental Hygiene 4, Oral Radiology
3. **GENERAL STUDIES (NON-TRANSFER) MAJOR**  
*Associate in Arts Degree*  
Slightly alter the major to reflect more academic content.
4. **LIBRARY TECHNOLOGY**  
*Associate in Science Degree and Certificate of Achievement*  
**Course added, new** (See Proposed New Courses summary for details)  
Library Technology 19, Occupational Work Experience  
**Courses added, existing**  
Education 30, Survey of Education  
Information Systems 23, Web Page Development I  
Information Systems 24, Web Page Development II  
Information Systems 41, World Wide Web Research  
Library Skills 1, Information Competency/Research Skills  
**Course deleted** (from the program ONLY)  
Business and Technology 1, Beginning Typing
5. **THEATRE ARTS**  
*Associate in Arts Degree*  
**Courses added, existing**  
Music 26, Intermediate/Advanced Voice  
Theatre Arts 40, Performance Practicum, or  
Theatre Arts 24, Theatre Crafts Practicum, or  
Theatre Arts 34, Costume Practicum  
Theatre Arts 43, Intermediate Acting  
Theatre Arts 44, Actors Workshop  
**Course deleted** (from the program ONLY)  
Theatre Arts 26, Theatre Crafts II



6. **THEATRE ARTS, DESIGN/TECHNICAL THEATRE STUDIES**  
*Associate in Arts Degree*  
Add introductory statement to program catalog page.

# *Fresno City College*

Office of Instruction

**PROPOSED DELETED PROGRAM**

Effective Fall 2002

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

**THEATRE ARTS, PERFORMANCE STUDIES**

*Associate in Arts Degree*

The Performance Studies major will not be pursued at this time and is being deleted.

# Fresno City College

Office of Instruction

## PROPOSED NEW COURSES

Effective Fall 2002

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### CREDIT, DEGREE APPLICABLE

1. **Anthropology 13, Anthropology of Magic, Witchcraft, and Religion, 3 units, 3 lecture hours. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.**  
A cross-cultural study of the forms and functions of supernatural beliefs and associated rituals primarily in nonwestern cultures.
2. **Guidance Studies 53, College and Life Management, 3 units, 3 lecture hours. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.**  
A freshman orientation course providing information, skills and processes to survive in college and to better understand themselves as students, responsible adults and members of the working-world. This course will enable students to formulate life, career, education and personal goals and various strategies to accomplish those goals. The course can be offered as an introduction of cross-discipline thematic through the Learning Community dynamic or as a "stand alone" course.
3. **Guidance Studies 54, Foundations to Success in College, Career and Life, 1 unit, 1 lecture hour, 1 repeat. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.**  
A course designed to focus on continuing the learning community experience and assisting students in the transitioning process from self-focused to other life roles. Team building and role responsibilities to self and community will be explored and developed. This course will help students in their transition from a Special Studies 47 freshman orientation course to implement their academic, career and personal goals.
4. **Library Technology 19, Occupational Work Experience, 1-4 units, 1 lecture hour, 3 repeats. Prerequisite: Library Technology 51 and 55. Corequisite: Must be enrolled in minimum of 7 units, including Library Work Experience.**  
Practical work experience in any of four different types of libraries—academic, public, school, and/or special. Qualified supervisor will guide on-site work experience. Career planning, job search techniques, interviewing, and building a professional resume. Seventy-five hours of paid employment or 60 hours of volunteer employment per unit per semester.

### CREDIT, NONDEGREE APPLICABLE

1. **Mathematics 260G, Pre-Algebra: Word Problems, 1 unit, 5 lecture hours, 6 weeks, credit/no credit only. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.**  
Using algebra to solve word problems containing one variable.

2. **Mathematics 260H, Pre-Algebra: Factoring and Graphing, 1 unit, 5 lecture hours, 6 weeks, credit/no credit only. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.**  
Rules of exponents, multiplying, dividing, and factoring polynomials. Solving quadratic equations. Graphing linear equations in two variables and solving systems of equations.
3. **Pharmacy Technology 201, Pharmacy Technician Training Course, 11 units, 16 lecture hours, 14 lab hours, 10 weeks, credit/no credit only.**  
Meets the requirements for entry-level Pharmacy Technician. Roles and responsibilities of the pharmacy technician, pharmacy math and calculations, anatomy and physiology, pharmacology, pharmacy law, medication distribution, and control measures.
4. **Work Assessment Vocational Education 203, Securing Appropriate Income & Labor (SAIL), 3 units, 2 lecture hours, 3 lab hours, 3 repeats, credit/no credit only. Prerequisite: WAVE 201 and 202.**  
Designed for students with barriers to employment; including but not limited to disabilities, CalWORKs, lack of employment history, and lack of job seeking skills that have successfully completed the DIVE and SWIM components of the WAVE Program. Emphasis is on active job search, which includes completion of resume portfolio, submittal of job applications, seeking and pursuing job leads, interviews, follow-up on interviews, securing and retaining competitive and gainful employment.
5. **Work Assessment Vocational Education 204, Summer Placement Labor and Site Hours (SPLASH), 3 units, 4 lecture hours, 24 lab hours, 4 weeks, 3 repeats, credit/no credit only.**  
Designed for students with barriers to employment including but not limited to disabilities, CalWORKs, lack of employment history, and lack of job seeking skills. Emphasis in on developing appropriate work skills including but not limited to time management, grooming/hygiene, communication skills, attitude, and worksite skills training. Exposure to vocational education and training to assist students in selecting and planning vocational objectives.

#### **NONCREDIT**

None.

# Fresno City College

Office of Instruction

## PROPOSED REVISED COURSES

Effective Fall 2002

Approved and Recommended by the Curriculum Committee

To ECPC May 7, 2002

### CREDIT, DEGREE APPLICABLE

1. **Asian-American Studies 15, Asian-American Status and Identity, 3 units, 3 lecture hours.** Revised the course title to *Introduction to Asian-Americans*.
2. **Dental Hygiene 4, Oral Radiology, 2 units, 1 lecture hour, 3 lab hours.** Revised the course title to *Oral Radiography*, revised the units to *4 units* and the hours to *2 lecture hours, 6 lab hours*. Also, revised the course description and content.
3. **eCommerce 1, Introduction to eCommerce, 3 units, 3 lecture hours.** Revised the course subject and number to *Business Administration 48*.
4. **Electrical Systems Technology 55B, Digital Applications, 5 units, 2 lecture hours, 9 lab hours.** Revised the hours to *5 lecture hours, 4 lab hours*.
5. **Graphic Communications 15, Web Page Construction 1, 4 units, 3 lecture hours, 3 lab hours, 3 repeats.** Revised the course content and methods.
6. **Guidance Studies 38, Student Success Skills Enhancement, 3 units, 3 lecture hours, 1 repeat.** Revised repeatability to *0 repeats*. Also, revised the course content and texts.
7. **Guidance Studies 41, Transitions, 3 units, 3 lecture hours.** Advisory: **Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended.** Revised course description.
8. **Guidance Studies 43, Group Dynamics and Self-Understanding, 2 units, 2 lecture hours.** Revised repeatability to *1 repeat*. Also, revised the course description, content, and texts.
9. **Guidance Studies 44, AmeriCorps Community Service, 3 units, 2 lecture hours, 1 lab hour.** Revised the course content.
10. **Guidance Studies 48, Career Planning and Development, 1 unit, 2 lecture hours (6 additional hours arranged), 6 weeks.** Revised the course description and texts.
11. **Guidance Studies 50, College Introduction, 1 unit, 2 lecture hours, 9 weeks.** Revised the course number to *150*. Also, revised the course content.
12. **Honors Phi Theta Kappa Colloquium.** Colloquium theme: *Dimensions and Directions of Health: Choices in the Maze*.

13. **Honors Science Colloquium, Sections I, II, and III.** Colloquium theme: *Science Through Scholarly Research.*
14. **Honors Social Science Colloquium.** Colloquium theme: *Culture, the Individual and Psychotropic Drugs.*
15. **Library Technology 51, Introduction to Library Service, 3 units, 3 lecture hours.** Revised the course content and texts.
16. **Library Technology 52, Library Technical Services, 3 units, 3 lecture hours.** Revised the advisory to read: *Advisory: Library Technology 51, Library Technology 55, and Applied Technology 10 recommended.* Also, revised the course content and texts.
17. **Library Technology 54, Literature and Services for Youth, 3 units, 3 lecture hours.** Revised the course content and texts.
18. **Library Technology 55, Library Public Services, 3 units, 3 lecture hours.** Revised the course content and texts.
19. **Library Technology 56, Information Technology, 3 units, 3 lecture hours.** Revised the course description, content, and texts.
20. **Library Technology 57, Reference: Print and Online Sources, 3 units, 2 lecture hours, 2 lab hours.** Revised the hours to *3 lecture hours, 1 lab hour.* Also, revised the course description, content, and texts.

#### CREDIT, NONDEGREE APPLICABLE

1. **Administration of Justice 117, Background Investigation, 1 unit, 42 lecture hours, 1 week, 3 repeats, credit/no credit only.** Revised the course number to *217*, and revised the hours to *33.6-42 lecture hours.*
2. **Developmental Services 280, Workability Vocational Education (WAVE) Career Development, 4 units, 2 lecture hours, 6 lab hours, 3 repeats, credit/no credit, open entry/open exit.** Revised the course title to *Students Understanding College, Careers, Employment, Support, and Success (SUCCESS) Self-Exploration.* Also, revised course description.
3. **Developmental Services 281, Workability Vocational Education (WAVE) Career Exploration, 1-4 units, 3 repeats, credit/no credit, open entry/open exit.** Revised the course title to *Students Understanding College, Careers, Employment, Support, and Success (SUCCESS) Educational and Career Option.* Also, revised course description.
4. **Guidance Studies 70, Orientation for Academic Success, 1 unit, 2 lecture hours, 9 weeks, 3 repeats, credit/no credit only.** Revised the course number to *270*, and revised repeatability to *0 repeats.* Also, revised texts.
5. **Mathematics 60A, Arithmetic Review: Whole Numbers, 1 unit, 3 lecture hours, 2 lab hours, 6 weeks, credit/no credit only.** Revised the course number to *260A*, and revised the hours to *5 lecture hours, 0 lab hours.*
6. **Mathematics 60B, Arithmetic Review: Fractions, 1 unit, 3 lecture hours, 2 lab hours, 6 weeks, credit/no credit only.** Revised the course number to *260B*, and revised the hours to *5 lecture hours, 0 lab hours.*

7. **Mathematics 60C, Arithmetic Review: Decimals, 1 unit, 3 lecture hours, 2 lab hours, 6 weeks, credit/no credit only.** Revised the course number to *260C*, and revised the hours to *5 lecture hours, 0 lab hours*.
8. **Mathematics 60D, Arithmetic Review: Percents, 1 unit, 3 lecture hours, 2 lab hours, 6 weeks, credit/no credit only.** Revised the course number to *260D*, and revised the hours to *5 lecture hours, 0 lab hours*.
9. **Mathematics 60E, Arithmetic Review: Measurement, 1 unit, 3 lecture hours, 2 lab hours, 6 weeks, credit/no credit only.** Revised the course number to *260E*, and revised the hours to *5 lecture hours, 0 lab hours*.
10. **Mathematics 60F, Arithmetic Review: Pre-Algebra, 1 unit, 3 lecture hours, 2 lab hours, 6 weeks, credit/no credit only.** Revised the course number to *260F*, the course title to *Pre-Algebra: Equations and Inequalities*, and the hours to *5 lecture hours, 0 lab hours*. Also, revised course description and content.
11. **Work Assessment Vocational Education 201, Developing Individual Vocational Evaluation (DIVE), 1-3 units, 1-2 lecture hours, 0-3 lab hours, 3 repeats, credit/no credit, open entry/open exit.** Revised course description.
12. **Work Assessment Vocational Education 202, Situational Assessment Worksite and Internship Model (SWIM), 1-8 units, 1-6 lecture hours, 3 repeats, credit/no credit, open entry/open exit.** Revised course description.

#### NONCREDIT

None.

# *Fresno City College*

Office of Instruction

## PROPOSED DELETED COURSES

Effective Fall 2002

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### **CREDIT, DEGREE APPLICABLE**

**Guidance Studies 40, Cross-Cultural Appreciation, 1 unit, 1 lecture hour.**  
No longer being taught.

### **CREDIT, NONDEGREE APPLICABLE**

1. **Developmental Services 252, Developmental Study Skills, 1 unit, 3 lab hours, 3 repeats, credit/no credit only.**  
No longer offered.
2. **Guidance Studies 60, Personal Management Strategies, 4 units, 5 lecture hours, 1 repeat, credit/no credit only.**  
No longer being taught.
3. **Guidance Studies 75, Planning Your Education, .5 units, 2 lecture hours, 9 weeks, 3 repeats, credit/no credit only.**  
Topics covered in other classes.

### **NONCREDIT**

**Apprenticeship 60, Introduction to Apprenticeship Training, 0 units, 1-4 lecture hours.**  
Course is no longer applicable nor approved by the respective JATC (Joint Apprenticeship Training Committee) for their respective apprenticeship programs.



# *Fresno City College*

Office of Instruction

## PROPOSED REVISED PROGRAMS

Effective Spring 2003

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

1. **GRAPHIC COMMUNICATIONS**

*Associate in Science Degree and Certificate of Achievement*

**Course added, new** (*See Proposed New Courses summary for details*)

Graphic Communications 27, Digital Video Production

2. **NURSING, REGISTERED**

*Associate in Science Degree*

These courses do not alter the required course sequence.

**Courses added, new** (*See Proposed New Courses summary for details*)

Registered Nursing 23, Medication Math

Registered Nursing 25, Introduction to Nursing Process

**Course added, existing**

Registered Nursing 50, Fundamentals of Perioperative Nursing

# Fresno City College

Office of Instruction

## PROPOSED NEW COURSES

Effective Spring 2003

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### CREDIT, DEGREE APPLICABLE

1. **Aerospace Studies 5, Drill and Ceremony Fundamentals, 1 unit, 3 lab hours, 3 repeats.**  
The elements of military drill, individual and group precision movements, development of command voice; technical, stylistic and aesthetic aspects of creative drill maneuvers; encompasses both rehearsal and public performance.
2. **Graphic Communications 27, Digital Video Production, 4 units, 3 lecture hours, 3 lab hours, 3 repeats. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 and Math 101 recommended.**  
Introduction to digital video production with emphasis on editing techniques using Final Cut Pro. Units include planning, vocabulary, storytelling, camera technique, logging, and working with editing software. Students will complete many short exercises and produce a final video project.
3. **Registered Nursing 23, Medication Math, 0.5 units, 2 lecture hours, 4 weeks, 1 repeat, credit/no credit only. Corequisite: Acceptance in or current enrollment in the Registered Nursing Program.**  
Calculation of medication dosages, including review of mathematical concepts.
4. **Registered Nursing 25, Introduction to Nursing Process, 0.5 units, 2 lecture hours, 4 weeks, 1 repeat, credit/no credit only. Corequisite: Acceptance in or current enrollment in the Registered Nursing Program.**  
Introduction to the nursing process and development of nursing care plans.

### CREDIT, NONDEGREE APPLICABLE

None.

### NONCREDIT

**Apprenticeship 360, Apprenticeship First Aid, 0 units, 6 lecture hours, 2 lab hours, 1 week, 1 repeat. Prerequisite: Apprenticeship status.**  
First aid for identifying, preventing, and caring for bleeding, sudden illness, and injuries. CPR for adult breathing, choking, and cardiac emergencies.

# Fresno City College

Office of Instruction

## SPECIAL STUDIES 47/77 TOPICS

Effective Fall 2001, Spring 2002, Summer 2002, Fall 2002

Approved and Recommended by the Curriculum Committee

To ECPC May 7, 2002

### CREDIT, DEGREE APPLICABLE

1. Special Studies 47

a. Health Sciences Division

*Offered Spring 2002*

- 1) **Introduction to Nursing Process, 0.5 units, credit/no credit only.** Corequisite: Acceptance in or current enrollment in the Registered Nursing Program. Introduction to the nursing process and development of nursing care plans.
- 2) **Medication Math, 0.5 units, credit/no credit only.** Corequisite: Acceptance in or current enrollment in the Registered Nursing Program. Calculation of medication dosages, including review of mathematical concepts.

b. Humanities Division

*Effective Summer 2002*

**Spanish Conversation, 3 units.** Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended. Spanish conversation for beginning and intermediate students. Designed for students who have no knowledge of Spanish and for students who need conversational practice. Designed especially for, but not restricted to, study-abroad programs.

c. Social Science Division

*Effective Fall 2002*

- 1) **Advanced Criminal Justice Report Writing, 1 unit.** Advisory: Concurrent enrollment in Criminology 12 recommended. Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended. The utilization of proper English principles in the proper and effective writing of reports utilized in the criminal justice system.
- 2) **Culture, Film, and Media, 3 units.** Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 recommended. Introduction to the discipline of visual anthropology. Class will explore and critique historical and contemporary cross-cultural images (moving and still) as well as cultural exhibits. Includes an introduction to different anthropological methods and perspectives and how they influence ethnographic filmmaking as well as interpretations of images with reference to ethnicity and gender in the contemporary and mainstream media.
- 3) **Introduction to Archeology: Methods and Theory, 3 units.** Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 and Math 101 recommended. Introduction to the discipline of archaeology. How modern archaeology uncovers the past from the material remains left behind by past human cultures. Includes an introduction to contemporary methods

of data collection, analysis, and interpretation with case studies and examples from archaeological research around the world.

2. Special Studies 77

a. Applied Technology Division

1) *Offered Fall 2001*

- a) **Background Investigation, 1 unit, credit/no credit only.** Prerequisite: Open to all law enforcement agencies including police, sheriff, corrections, probation and AJ 70. Basic techniques and procedures for background investigators.
- b) **Call Diversion Training, 3 units, credit/no credit only.** Prerequisite: community service officer. Train community service officers to become complaint/dispatchers for non-emergency calls.
- c) **Drug Influence in a Custodial Setting, 0.5 units, credit/no credit only.** Prerequisite: Currently employed in a public safety agency. Train students to recognize persons under the influence of alcohol, cocaine, depressants, hallucinogens, marijuana, opiates, phencyclidine and stimulants. Students are instructed in substance identification, physiological symptoms, objective signs and basic report writing elements for strip search authorization forms.
- d) **Force Option Simulator, 0.1 unit, credit/no credit only.** Prerequisite: Sworn peace officer. Course is designed to place officers into situations that require them to make use of force decisions. Officers must utilize communication skills and possibly a variety of force options, depending on the video scenario.
- e) **Officer Update #6, 0.2 units, credit/no credit only.** Prerequisite: Sworn peace officer or AJ 70. This is an 8.4 course designed to update officers in CPR/first aid, officer safety, clets & firearms.

2) *Offered Spring 2002*

- a) **Advanced Officer/Kingsburg Reserve #7, 0.5 units, credit/no credit only.** Prerequisite: Reserve officer with law enforcement. Class is designed to meet the bi-yearly 25-hour training requirements for reserve officers.
- b) **Carbine & Lateral Vascular Neck Restraint, 0.2-1.0 units, credit/no credit only.** Prerequisite: Sworn Peace Officer. Provide students with the information and hands-on experience needed to effectively use the carbine rifle. The lateral vascular neck restraint portion of the class will deal with the proper application of the LVNR.
- c) **EMT-Paramedic Training Program, 30 units.** Prerequisite: Valid emergency medical technician basic certificate. Advisory: Eligibility for English 125 and 126 or English 153 or ESL 67 and 68 and Math 101 recommended. Course is designed to produce qualified and competent EMT-Paramedics who are educated and trained in all elements of prehospital advanced life support to the acutely ill or injured patients and whose scope of practice is in accordance with Title 22 of the California Code of Regulations.
- d) **Field Tactics II for Probation Officers, 0.5 units, credit/no credit only.** Prerequisite: Employed by a public safety agency or completion of AJ 285, 286, 280, or 270. Course focuses on field tactics for the field probation officer. Areas covered include radio procedures, use of force and legal aspects, explosive recognition, and low speed driving.
- e) **First Aid and CPR Update/Interpersonal Communications, 0.2 units, credit/no credit only.** Prerequisite: Sworn Peace Officer. Course is designed to update the student's first aid/CPR certification and to improve the student's communication skills. The focus of the communications skills portion will be on interpersonal communications.
- f) **Patrol Rifle, 0.3 units, credit/no credit only.** Prerequisite: Sworn peace officer. Course is designed to give officers a total of 20.8 hours of intensive training with the M-16 carbine rifle. The training will focus on the component parts of the rifle, tactical considerations for

deployment, field of fire, ballistic considerations and weapons proficiency as demonstrated through qualifications and live-fire scenarios.

- g) **Police Driving Simulator, 0.1 unit, credit/no credit only.** Prerequisite: Sworn peace officer. Course is designed to review defensive driving and emergency vehicle operation principles. Through the use of the simulators, students are placed into dangerous driving scenarios in a controlled training environment. Students will experience the results of their vehicle operations decisions without risk of injury.

b. Humanities Division

*Effective Fall 2002*

**Advanced Small Ensembles, 1 unit.** Prerequisite: Completion of any of the following: Music 30, 35, 39, 40, 41, 46, 47, 42A, 42B, 42C, 42D, 49. Advanced study of small ensemble literature, vocal or instrumental.

c. Health Sciences Division

*Offered Spring 2002*

**NCLEX-RN Preparation, 2 units, credit/no credit only.** Corequisite: Enrollment in the last semester and eligibility for graduation from the Registered Nursing Program. Review and preparation for the National Council Licensure Exam for Registered Nursing (NCLEX-RN) includes test format, content review and test-taking strategies.

## CREDIT, NONDEGREE APPLICABLE

### Special Studies 77

1. Applied Technology Division

a. *Offered Fall 2001*

- 1) **EMS Continuing Education, Module A, 0.1-0.3 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course is designed to maintain the current level of certification and provide classes to current emergency medical technicians and first responders. Program is developed and taught by firefighters who are skilled trainers.
- 2) **Fire Investigation 2A, 2 units, credit/no credit only.** Prerequisite: Fire Investigation 1A and 1B. Course deals with the criminal and legal procedures that must be followed for an effective fire investigation and prosecution. It serves as a lead into Fire Investigation 2B. When these two courses are completed, the student is qualified to take the examination for Certified Fire Investigator II.
- 3) **Fresno City Firefighter Continuing Education, Module A, 0.1-0.3 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course will provide all Fresno City firefighters with refresher and re-certification on a wide variety of relevant subjects. Training sessions will be taught by qualified instructors and professional firefighters.
- 4) **Fresno City Firefighter EMS Continuing Education, Module A, 0.1-0.3 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course will provide all Fresno City firefighters with refresher and re-certification on a wide variety of relevant subjects. Training sessions will be taught by qualified instructors, professional firefighters and emergency medical technicians.
- 5) **Sanger Fire Department Firefighter Continuing Education, Module A, 0.1-0.3 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course is designed to maintain a high level of basic skills for firefighting operations. Training will be provided by in-house specialists in specific areas.

b. *Offered Spring 2002*

- 1) **Clovis Fire Department Firefighter Continuing Education, Module A, 0.3 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course will provide all Clovis Fire Department firefighters with refresher and re-certification on a wide variety of relevant topics. Training sessions are developed and taught by paid professional firefighters.
- 2) **Fresno County Firefighter Continuing Education, Module B, 1 unit, credit/no credit only.** Prerequisite: Permission of the instructor. Course will provide all Fresno County firefighters with refresher and re-certification on a wide variety of relevant topics. Training sessions are developed and taught by paid professional firefighters.
- 3) **Fresno County Firefighter EMS Continuing Education, Module B, 0.5 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course is designed to maintain the current level of certification and provide classes to current emergency medical technicians and first responders. Program is developed and taught by firefighters who are skilled trainers.
- 4) **Introduction to 3D VIZ, 2 units.** Advisory: Previous AutoCAD experience is recommended. Introduction to the 3D VIZ computer rendering program; use, interface, menus and settings. Emphasis in architectural application of the program.
- 5) **Madera County EMS Continuing Education, 0.5 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course will provide all Madera County firefighters with refresher and re-certification on a wide variety of relevant subjects. Training sessions will be taught by qualified instructors, professional firefighters and emergency medical technicians.
- 6) **Madera County Firefighter Continuing Education, Module B, 0.3 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course will provide all Madera County firefighters with refresher and re-certification on a wide variety of relevant topics. Training sessions are developed and taught by paid professional firefighters.
- 7) **North Central FPD Firefighter Continuing Education, Module A, 0.5 units, credit/no credit only.** Prerequisite: Permission of the instructor. Course is designed to maintain a high level of basic skills for firefighting operations. The training will be provided by in-house specialists in specific areas.
- 8) **Troubleshooting HVAC Electrical Diagrams, 1 unit.** Advisory: Understanding of electrical fundamentals is required. Field experience troubleshooting heating, ventilating, and air conditioning (HVAC) equipment is recommended. Course provides a brief review of basic electrical principles, a thorough description of the electrical components typically used in HVAC systems and the use of wiring diagrams as a diagnostic tool.

c. *Effective Summer 2002*

**Seasonal Firefighter Returnee Academy, Module B, 1 unit, credit/no credit only.** Prerequisite: Permission of the instructor. Course provides instruction in wildland fire ground safety and skills for returning firefighters. Course will also cover refresher training for hazardous materials first responder, emergency medical technician, and defensive driving techniques.

2. Health Sciences Division

*Effective Fall 2002*

**Introduction to Health Sciences, 2 units.** Corequisite: Chemistry 3A. Introductory course for students interested in a health field such as dental hygiene, nursing, respiratory care, radiologic technology, surgical technology. Relates basic science concepts to health sciences.

3. Humanities Division

a. *Offered Spring 2002*

**ESL for Child Care Providers, 1 unit, credit/no credit only.** Advisory: Eligible for ESL 263W and 263R recommended. Introductory ESL support class for monolingual Spanish

speakers pursuing their child development education through the California Child Development Permit Matrix. Class will focus on basic reading, writing, grammar, and study skills developing vocabulary and concepts crucial to the child development field.

b. *Effective Fall 2002*

**Pronunciation Improvement and Accent Reduction, 3 units, credit/no credit only.** Advisory: Eligibility for ESL 265W, ESL 265R, ESL 68, ESL 67 recommended. Designed for ESL students at the intermediate to advanced levels (ESL 265, ESL 67, and ESL 68) to improve their oral communication (listening/speaking) skills, including phonetic accuracy and fluency. Improving oral communication skills results in greater speaker confidence and intelligibility.

4. Workforce Development and Special Services

a. *Offered Fall 2001*

**Securing Appropriate Income & Labor (SAIL), 1 unit, credit/no credit only.** Designed for students with barriers to employment who have successfully completed the DIVE and SWIM components of the WAVE program. Emphasis is on active job search, which includes completion of resume portfolio, submittal of job applications, seeking and pursuing job leads, interviews, follow-up on interviews, securing and retaining employment.

b. *Effective Summer 2002*

**Summer Placement Labor and Site Hours (SPLASH), 3 units, credit/no credit only.** Designed for students with barriers to employment including but not limited to disabilities, CalWorks, lack of employment history, and lack of job seeking skills. Emphasis is on developing appropriate work skills including but not limited to time management, grooming/hygiene, communication skills, attitude, and worksite skills training. Exposure to vocational education and training to assist students in selecting and planning vocational objectives.

## NONCREDIT

### Special Studies 77

#### Applied Technology Division

*Offered Fall 2001*

- a. **Computer Technician (CTC), 0 units.** Practical and theoretical training in basic microcomputer operations and minor repair. Includes exposure to applications that are part of the Windows operating system.
- b. **PC 832 Arrest & Firearms, 0 units.** Prerequisite: Must be able to demonstrate physical ability to use firearms with safety. Students must have a Department of Justice fingerprint clearance completed before any firearms training is presented as required by Penal Code Section 13511.5. A basic course in arrest and firearms to fulfill the California Penal Code of Section 832 requirements.

# Fresno City College

Office of Instruction

## 2+2+2 ARTICULATION AGREEMENTS

Approved and Recommended by the Curriculum Committee

To ECPC May 7, 2002

### NEW AGREEMENTS

1. Applied Technology Division

*Effective 2001 School Year*

- a. Fresno ROP: Duncan Poly, Clovis East, and Central East High Schools, CART  
Internetworking Level 1 // Electrical Systems Technology 61, Networking Essentials
- b. Fresno ROP: Duncan Poly, Clovis East, and Central East High Schools, CART  
Internetworking Level 2 // Electrical Systems Technology 62, Router Theory & Technology
- c. Fresno ROP: Duncan Poly, Clovis East, and Central East High Schools, CART  
Internetworking Level 3 // Electrical Systems Tech 63, Advanced Routing & Switching
- d. Fresno ROP: Duncan Poly, Clovis East, and Central East High Schools, CART  
Internetworking Level 4 // Electrical Systems Tech 64, Advanced Network Management

2. Social Science Division

a. *Effective 2001 School Year*

- 1) Caruthers High School  
Careers in Criminal Justice // Criminology 1, Introduction to Criminology
- 2) Sunnyside High School  
Introduction to Teaching, Nos. 4120 and 4121 // Education 30, Survey of Education and Educational Aide 19, Occupational Work Experience

b. *Effective 2002 School Year*

- 1) Fresno High  
Human Development, Children and You // Child Development 50, Basic Growth and Development
- 2) Fresno ROP: Roosevelt High  
Early Childhood Education: HERO // Child Development 2, Introduction to Early Childhood and Education and Child Development 18, Child Development Internship



## RENEWALS

### 1. Applied Technology Division

- a. *Agreement No. T-34F (one course renewed, one course discontinued)*  
Washington High  
Automotive Technology //  
*Renewed:* Automotive Technology 9, Automotive Essentials (only)  
*Discontinued:* Auto Tech 51, Principles of Engine Theory and Service
- b. *Agreement No. T-37F (one course renewed, one course discontinued)*  
Madera High  
Automotive Technology //  
*Renewed:* Automotive Technology 9, Automotive Essentials  
*Discontinued:* Auto Tech 51, Principles of Engine Theory and Service
- c. *Agreement No. T-38F*  
Firebaugh High  
Intro Engine Performance, Suspension & Brakes // Automotive Tech 9, Auto Essentials
- d. *Agreement No. T-40F*  
Central High  
Vocational Automotive // Automotive Technology 9, Automotive Essentials
- e. *Agreement No. T-42F*  
Central High  
Voc Woodworking // Cabinetmaking 51A
- f. *Agreement No. T-54F*  
Fresno ROP: Coalinga, Sierra, Washington Union, and Yosemite High Schools  
Building Trades // Construction 50A, Basic Residential Construction
- g. *Agreement No. T-71F*  
Caruthers High  
Building Trades // Construction 50A, Basic Residential Construction
- h. *Agreement No. T-72F*  
Fresno ROP: Duncan Poly, Kerman, and Sierra High Schools  
Construction Technology-Exterior // Construction 50A, Basic Residential Construction
- i. *Agreement No. T-73F*  
Fresno ROP: Duncan Poly, Kerman, and Sierra High Schools  
Construction Technology-Interior // Construction 50B, Basic Residential Construction
- j. *Agreement No. T-74F*  
Fresno ROP: Riverdale  
Construction Technology-Interior // Construction 50B, Basic Residential Construction
- k. *Agreement No. T-76F*  
Fresno ROP: Riverdale  
Construction Technology-Exterior // Construction 50A, Basic Residential Construction

1. *Agreement No. T-80F*  
Dinuba High  
Mill & Cabinetmaking // Cabinetmaking 51A, Basic Cabinetmaking

m. *Agreement No. T-85F*  
Firebaugh High  
Advanced Wood // Cabinetmaking 51A, Basic Cabinetmaking

2. Business Division

*Agreement No. B-58F*  
Dinuba High  
Word Processing // Business & Technology 7, WordPerfect I

**DISCONTINUANCES**

Applied Technology Division

1. *Agreement No. T-75F*  
Laton High  
Building Trades // Construction 50A, Basic Residential Construction

2. *Agreement No. T-77F*  
Sierra High  
Building Trades // Construction 50A, Basic Residential Construction

# *Fresno City College*

Office of Instruction

**PROPOSED ONLINE DISTANCE LEARNING**  
Effective Fall 2002 and Spring 2003  
Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

*Effective Fall 2002*

1. **Business & Technology 28, Microsoft Word I, 1.5 units, 3 lecture hours, 2 lab hours.**
2. **Business & Technology 29, Microsoft Word II, 1.5 units, 3 lecture hours, 2 lab hours.**
3. **Library Technology 51, Introduction to Library Service, 3 units, 3 lecture hours.**
4. **Library Technology 52, Library Technical Services, 3 units, 3 lecture hours.**
5. **Library Technology 54, Literature and Services for Youth, 3 units, 3 lecture hours.**
6. **Library Technology 56, Information Technology, 3 units, 3 lecture hours.**
7. **Library Technology 57, Reference: Print and Online Sources, 3 units, 3 lecture hours, 1 lab hour.**

*Effective Spring 2003*

1. **Business Administration 5/Business & Technology 5, Business Communication, 3 units, 3 lecture hours.**
2. **Library Technology 55, Library Public Services, 3 units, 3 lecture hours.**

# *Fresno City College*

Office of Instruction

## **FIVE-YEAR CURRICULUM REVIEW**

Approved and Recommended by the Curriculum Committee

*To ECPC May 7, 2002*

1. **DENTAL HYGIENE**
2. **ECONOMICS**
3. **GUIDANCE STUDIES**
4. **LIBRARY TECHNOLOGY**



## Proposed Modified Courses

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Agriculture 40 Fairs & Expos, effective Fall 1994, administrative error**  
*Change: add Baccalaureate Level*

**Mechanized Agriculture 1 Diesel Engines, effective Fall 1996, administrative error**  
*Change: add Baccalaureate Level*

**Mechanized Agriculture 2 Machine Electrical Systems, effective Fall 1996, administrative error**  
*Change: add Baccalaureate Level*

**Mechanized Agriculture 4 Diesel Engine Fuel and Tune-up, effective Fall 1996, administrative error**  
*Change: add Baccalaureate Level*

**Mechanized Agriculture 5 Service Fundamentals, effective Fall 1996, administrative error**  
*Change: add Baccalaureate Level*

**Mechanized Agriculture 8 Power Equipment Air Conditioning, effective Fall 1996, administrative error**  
*Change: add Baccalaureate Level*

**Engineering 40 Programming for Scientists & Engineers, effective Spring 2002**  
*Change: add to Computer Familiarity List*

**French 1 Beginning French, effective Fall 1998**  
*Change: add textbook to outline for articulation purposes*

**French 2 High Beginning French, effective Fall 1998**  
*Change: add textbook to outline for articulation purposes*

**Spanish 2 High Beginning Spanish, effective Fall 1998**  
*Change: add textbook to outline for articulation purposes*



## Proposed New Courses Effective Spring 2002

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

### Topics Courses

**Business Administration 60P/ Business Administration 260P** Stress Management, .5 unit, short-term course 9 lecture hours, CR/NC option, non-degree/non-transfer

**Business Administration 60Q/ Business Administration 260Q** Team Building, .5 unit, short-term course 9 lecture hours, CR/NC option, non-degree/non-transfer

**Business Administration 60R/ Business Administration 260R** Time Management, .5 unit, short-term course 9 lecture hours, CR/NC option, non-degree/non-transfer

**Business Administration 60S/ Business Administration 260S** Values, .5 unit, short-term course 9 lecture hours, CR/NC option, non-degree/non-transfer



## Proposed Modified Courses Effective Fall 2002

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Agriculture and Natural Resources 13 Machinery Technology** (formerly LAND/AGNR 13) 3 units, 2 lecture and 3 lab hours, grading scale only, degree applicable, fulfills Agriculture Business, General Agriculture, Plant Science, and Animal Science majors, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

*Change: All agriculture majors to specific areas, catalog description, objectives, content outline, readings, grading, outcomes, and educational materials.*

**Developmental Services 384 Survival Mathematics Skills for Persons with Developmental Disabilities, effe**

*Change: modified Credit Course Content Outline*

**Developmental Services 385 Survival Reading Skills for Persons with Developmental Disabilities**

*Change: modified Credit Course Content Outline*

**GS 264, First year College Orientation**, 2 units, 2 lecture hours per week, CR/NC option, non-degree applicable, 0 repeats.

*Change from: Guidance Studies 64 College Orientation, 1.0 unit, short-term course 18 lecture hours, CR/NC option, non-degree applicable, 0 repeats.*

**Information Systems 15 Computer Concepts**

*Change: added database to outline.*

**Information Systems 26A Database Concepts and Design**

*Change: added prerequisite.*

**Information Systems 31 Introduction to Programming**

*Change: added prerequisite.*

**Mathematics 11 Elementary Statistics**

*Change: modified objectives, content outline, and outcomes.*

**Natural Resources 11 Silviculture**, 3 units, 2 lecture and 3 lab hours per week, grading scale only, degree applicable, baccalaureate level, 0 repeats, methods of grading (scale). Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

*Changed from: 2 units, 2 lecture hours, grading scale only, degree applicable, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 25, ENGL 26 and MATH 1. Subject Prerequisites: NR 6.*

**Physics 4B Physics for Scientists and Engineers, effective Fall 2002**

*Change: modified Credit Course Content Outline*



## Proposed New Courses Effective Fall 2002

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Accounting 260 Topics in Accounting**, .5 unit, short-term course 9 lecture hours, or 1 unit, short-term course 18 lecture hours, CR/NC option, non-degree applicable.

**Agriculture and Natural Resources 1 Career Preparation** 1 unit, 1 lecture hour, grading scale only, degree applicable, fulfills AS degree requirement, Agriculture and Natural Resources major, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.

**Agriculture and Natural Resources 2 Career Leadership Seminar** 1 unit, 1 lecture hour, grading scale only, degree applicable, Fulfills AGNR AS degree requirement, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126. Subject Prerequisites: AGNR 1.

**Agriculture and Natural Resources 10 Construction Technology** 3 units, 2 lecture and 3 lab hours per week, grading scale only, degree applicable, fulfills AS degree requirement, Agriculture Business, General Agriculture, Plant Science, Animal Science, and Environmental Horticulture majors, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

**Biology 100 Survey Anatomy and Physiology**, 3 units, 3 lecture hours per week, grading scale only, degree applicable/non-transfer. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.

**Business Administration 26 Virtual Enterprise**, 3 units, 2 lecture and 3 lab hours per week, CR/NC option. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

**Developmental Services 250 Strategies in Work**, 1 unit, short-term course 12 lecture and 18 lab hours, CR/NC only, non-degree applicable, 3 repeats.

**Developmental Services 251 Preparation for Work**, 1 unit, short-term course 12 lecture and 18 lab hours, CR/NC only, non-degree applicable, 3 repeats.

**Developmental Services 257 Access to Vocational Experiences-Career Development**, 4 units, 2 lecture and 6 lab hours per week, CR/NC only, non-degree applicable, 3 repeats. Must be a California State Department of Rehabilitation (DOR) consumer. Subject Corequisites: DEVSER 258. In-lieu of FCC's DEVSER 280.

**Developmental Services 258 Access to Vocational Experiences-Career Exploration**, 1-4 units, 60 hours per unit (volunteer employment) or 75 hours per unit (paid employment), CR/NC only, non-degree applicable. Subject Prerequisites: Must be a California State Department of Rehabilitation (DO) consumer. Subject Corequisites: DEVSER 257. In-lieu of FCC's DEVSER 281.

**Developmental Services 259 Strategies Intervention**, 1 unit, 1 lecture hour per week, CR/NC only, non-degree applicable, 2 repeats.

**Developmental Services 260 Workability**, 3 units, 3 lecture hours per week, CR/NC only, non-degree applicable, 3 repeats. Common with FCC's DEVSER 260.

**Developmental Services 263 Group Dynamics-Peer Mentoring**, 2 units, 2 lecture hours per week, CR/NC only, non-degree applicable, 0 repeats.

**English 72 Writing Center Theory and Practice**, 2 units, 2 lab hours, grading scale only, degree applicable, baccalaureate level, 0 repeats. Basic Skills Prerequisites: Eligibility for ENGL 125 or ENGL 126 or placement by assessment.

**English 272 Assistance in College Writing**, .5 - 1 unit, 1.5 - 3 lab hours, CR/NC only, non-degree, 3 repeats. Basic Skills Advisories: None.





## Proposed New Courses (continued) Effective Fall 2002

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Environmental Horticulture 40 History of Landscape Architecture**, 3 units, 3 lecture hours per week, grading scale only, degree applicable, meets Major category of Environmental Horticulture, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126.

**Guidance Studies 53 College and Life Management** 3 units, 3 lecture hours, CR/NC option, degree applicable, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126. Common with FCC's GS 53.

**History 20 Comparative World Civilizations to 1600**, 3 units, 3 lecture hours, CR/NC option, Degree applicable, fulfills AA degree requirement, Social Science major, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126. Subject Advisories: EDUC 10. Will be common with FCC's pending HIST 20.

**Information Systems 26B Advanced Database Concepts and Design**, 1.5 unit, short-term course 27 lecture and 9 lab hours, CR/NC option, degree applicable, baccalaureate level, 0 repeats.

**Information Systems 262 Topics in Information Systems**, .5 unit short-term course 9 lecture hours or 1 unit short-term course 18 lecture hours, CR/NC option, non-degree applicable, 0 repeats.

**Interdisciplinary Studies 301 Basic Skills Development**, non-credit course, 3 lab hours per week.

**Mathematics 11H Honors Elementary Statistics**, 4 units, 4 lecture hours per week, CR/NC option, degree applicable, meets Math Competency requirement, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125 and ENGL 126. Subject Prerequisites: MATH 103.

**Mechanized Agriculture 11 Machine Specific Instruction**, 3 units, 2 lecture and 3 lab hours per week, grading scale only, degree applicable, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

**Mechanized Agriculture 12 Transmissions and Torque Converters**, 5 units, 3 lecture and 6 lab hours per week, grading scale only, degree applicable, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

**Mechanized Agriculture 13 Machine Undercarriage** 3 units, 2 lecture and 3 lab hours per week, grading scale only, degree applicable, baccalaureate level, 0 repeats. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.

**Natural Resources 12 Watershed Ecology** 2 units, 1 lecture and 3 lab hours per week, grading scale only, degree applicable, baccalaureate level. Basic Skills Advisories: Eligibility for ENGL 125, ENGL 126, and MATH 101.



**Proposed New Courses (continued)  
Effective Fall 2002**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Topics Courses**

**Business Administration 260M Attitude in the Workplace**, .5 unit, short-term course 9 lecture hours, CR/NC option, non-degree/non-transfer

**Business Administration 260N Customer Satisfaction**, .5 unit, short-term course 9 lecture hours, CR/NC option, non-degree/non-transfer

**Environmental Horticulture 260AM Ornamental Plant Identification III** 1.5 units, short-term course 27 lecture hours, CR/NC only

**Environmental Horticulture 260AN Garden and Holiday Night Lighting** 1.5 units, short-term course 27 lecture hours, CR/NC only

**Environmental Horticulture 260AO Getty Museum and Garden Tour** .5 units, short-term course 7 lecture and 7 lab hours, CR/NC only



## **Proposed Course Deletions Effective Fall 2002**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Agriculture and Natural Resources 1 Career Exploration**

**Agriculture and Natural Resources 2 Career Communications**

**Agriculture and Natural Resources 3 Career Leadership**

**Agriculture and Natural Resources 4 Career Seminar**

**LAND 10 Shop Skills**

**LAND 12 Construction Skills**

**Mechanized Agriculture 10 Power Trains**



**Proposed Modified Course  
Effective Spring 2003**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Physics 4C Physics for Scientists and Engineers**  
*Change: modified Credit Course Content Outline*



## Proposed New Courses Effective Spring 2003

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Licensed Vocational Nurse 100 Foundations of Nursing**, 11 units, 5 lecture 18 lab and 9 hours outside work, grading scale only, degree applicable/non transfer. Basic Skills Advisories: Eligibility for ENGL 1A and MATH 103. 0 repeats Subject Prerequisites: FN 40, OT 10, BIOL 100, or BIO 20 and BIOL 22 or equivalent. Subject Corequisites: LVN 140 and LVN 120.

**Licensed Vocational Nurse 101 Principles and Practice of Nursing I**, 14 units, 8 lecture 18 lab and 9 hours outside work, grading scale only, degree applicable/non transfer. 0 repeats. Subject Prerequisites: LVN 100. Subject Corequisites: LVN 121.

**Licensed Vocational Nurse 102 Principles and Practice of Nursing II**, 14 units, 8 lecture 18 lab and 9 hours outside work, grading scale only, degree applicable/non transfer. 0 repeats. Subject Prerequisites: LVN 101. Subject Corequisites: LVN 122.

**Licensed Vocational Nurse 120 Nursing Guidance I**, 1 unit, 1 lecture hour, grading scale only, degree applicable/non transfer. 0 repeats. Subject Corequisites: LVN 100 and LVN 140.

**Licensed Vocational Nurse 121 Nursing Guidance II**, 1 unit, 1 lecture hour, grading scale only, degree applicable/non transfer. 0 repeats. Subject Prerequisites: LVN 100 and LVN 120. Subject Corequisites: LVN 101.

**Licensed Vocational Nurse 122 Nursing Guidance III**, 1 unit, 1 lecture hour, grading scale only, degree applicable/non transfer. 0 repeats. Subject Prerequisites: LVN 121. Subject Corequisites: LVN 102.

**Licensed Vocational Nurse 140 Pharmacology**, 3 units, 3 lecture hours per week, grading scale only, degree applicable/non transfer. 0 repeats. Subject Corequisites: LVN 100.



## Proposed Modified Programs Effective Fall 2002

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### Forest/Park Technology

#### Associate in Science Degree

The Associate in Science Degree in Forest/Park Technology is designed to provide students with the knowledge, training, and hands-on experience necessary to pursue a career in Natural Resources. Students are exposed to the guiding principles and philosophies of forest management in the context of multiple use and sustained yield. Following completion of this program, students will have the specialized training and technical skills for entry-level positions that can lead to accelerated advancement into supervisory and/or management positions. Opportunities exist within private, state and national park systems, and other resource agencies such as the California Department of Fish and Game, California Department of Forestry and Fire Protection, U.S. Forest Service, and the U.S. Fish and Wildlife Service. Careers abound in the areas of fire suppression and management, outdoor recreation, interpretation, wildlife management, forest surveying, and watershed management.

AGNR 1	Career Development.....	1	<i>new course</i>
AGNR 2	Career Issues .....	1	<i>new course</i>
NR 1	Introduction to Forestry .....	2	
NR 3	Computers in Natural Resources .....	1	
NR 4	Ecology of Forest Ecosystems .....	3	
NR 5	Wildland Fire Technology .....	3	
NR 6	Dendrology .....	3	
NR 7	Conservation of Natural Resources .....	3	
NR 108	Introduction to Forest Field Studies .....	.5	
NR 109	Forest Field Studies I .....	.5	
NR 110	Forest Field Studies II .....	.5	
NR 11	Silviculture .....	3	<i>modified course</i>
NR 12	Watershed Ecology .....	2	<i>new course</i>
NR 14	Principles of Wildlife Management .....	3	
NR 115	Advanced Field Studies I .....	.5	
NR 116	Advanced Field Studies II .....	.5	
NR 17	Introduction to Forest Surveying .....	4	
NR 18	Forest Surveying & Aerial Photo .....	3	
NR 19V	Occupational Work Experience .....	3	<i>modified units required</i>
NR 25	Forest & Resource Management .....	1	
Option 1			
Forest Tech			
NR 20	Forest Measurements .....	3	
NR 21	Forest Products.....	3	
Option 2			
Park Tech			
NR 30	Forest Recreation .....	3	
NR 35	Interpretation of Natural Resources .....	3	
Total Units		44.5	

### Forest Technology

#### Certificate of Achievement

Purpose: to provide students with the knowledge, training, and hands-on experience to pursue a career in Natural Resources emphasizing the management of forests in the context of multiple use and sustained yield. Following completion of this program, students will be able to enter the workforce with specialized Forest Technician training.

AGNR 1	Career Development .....	1	<i>new course</i>
AGNR 2	Career Issues .....	1	<i>new course</i>
NR 4	Ecology of Forest Ecosystems .....	3	
NR 6	Dendrology .....	3	
NR 11	Silviculture .....	3	<i>modified course</i>



## Proposed Modified Programs (continued) Effective Fall 2002

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

NR 20	Forest Measurements .....	3
NR 21	Forest Products .....	3
NR 19V	Occupational Work Experience .....	4
Select two classes from the following:		
NR 108	Introduction to Forest Field Studies .....	.5
NR 109	Forest Field Studies I .....	.5
NR 10	Forest Field Studies II .....	.5
NR 115	Advanced Field Studies I .....	.5
NR 116	Advanced Field Studies II .....	.5
	Total Units	22

### General Business

#### Associate in Science Degree

To provide the student with the knowledge and skills for opportunities in the business field.

This associate degree is intended for students who wish to be successful in the business environment. The course of study will prepare the student for employment at both the beginning and intermediate levels of business positions along with beginning and intermediate levels of supervisory positions. They will have acquired the necessary skills, education, and classroom experience to understand how businesses function, the role that management plays in effective business operations, and the many facets of organizational behavior and employee motivation in the workplace. They will be able to apply these skills immediately in the workplace.

#### Department Core

ACCTG 40	Applied Accounting.....	3
BA 5	Business Communications.....	3
BA 10	Introduction to Business .....	3
IS 15	Computer Concepts .....	3

#### General Business Core

BA 3	Customer Service in Business .....	1.5
BA 46	Calculator Applications .....	1
BA 47	Careers-Business .....	1
Select one (1) course from the following: .....		3 - 4

DS 17	Business Mathematics .....	3
BA 39	Finite Mathematics .....	3
STAT 7	Elementary Statistics .....	4

#### Marketing – Option 1

BA 26	Virtual Enterprise .....	3	<i>added, new course</i>
MKTG 10	Marketing .....	3	
MKTG 11	Human Relations in Business .....	3	
MKTG 12	Advertising .....	3	
MKTG 14	Retailing .....	3	

#### Hospitality – Option 2

BA 12	Introduction to Hospitality.....	3
BA 33	Human Relations in Business .....	3
FN 20	Sanitation, Safety, and Equipment for Food Services.	3
OT 24	Receptionist .....	1.5
OT 48	Telecommunications.....	1.5
BA 19V	Cooperative Work Experience.....	2

#### Retailing – Option 3

BA 26	Virtual Enterprise .....	3	<i>added, new course</i>
MKTG 10	Marketing .....	3	
MKTG 14	Retailing .....	3	



## Proposed Modified Programs (continued)

**Effective Fall 2002**

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

MKTG 17	Visual Merchandising.....	3
FM 23	Fashion Image .....	1
	<b>Total Units</b>	<b>30-33</b>

*Deleted FM 30 Interior Design from degree—Retailing Option*

### Liberal Arts

#### Associate in Arts Degree

Purpose: To give a foundation in the social sciences, humanities, and communication arts and to provide a basis for adapting to the demands of changing times, for working and communicating well with others, and for understanding and appreciating arts and letters.

#### Social Science at least 9 units

ANTHRO 1	Physical Anthropology .....	3
ANTHRO 2	Cultural Anthropology .....	3
HIST 1	Western Civilization to 1648 .....	3
HIST 2	Western Civilization from 1648.....	3
HIST 4	History of the African People in the New World.....	3
HIST 6	Women's Roles in United States History ..	3
HIST 11	History of the U.S. to 1865 .....	3
HIST 12	History of the U.S. from 1865 .....	3
HIST 20	Comparative World Civilizations to 1600	3
HIST 32	History of Chicanos in the Southwest.....	3
PHIL 1	General Philosophy.....	3
PHIL 1C	Ethics .....	3
Phil 1D	World Religions .....	3
PSY 5	Social Psychology .....	3
SOC 1A	Introduction to Sociology .....	3
SOC 2	American Minority Groups.....	3

*new course*

#### Fine Arts at least 9 units

ART 2	Art Appreciation .....	3
ART 5	Art History 1 .....	3
ART 6	Art History 2 .....	3
FILM 1	Introduction to Films .....	3
MUS 3	Music Fundamentals .....	3
MUS 12	Music Appreciation.....	3
PHOTO 1	Introduction to Photography .....	3

#### Literature, Critical Thinking, Foreign Language at least 9 units

ENGL 1B	Introduction to the Study of Literature .....	3
ENGL 2	Critical Reading and Writing Through Literature .....	3
ENGL 3	Critical Reading and Writing.....	3
ENGL 44A*	World Literature .....	3





## Proposed Modified Programs (continued)

Effective Fall 2002

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

ENGL 44B*	World Literature .....	3
ENGL 46A*	English Literature .....	3
ENGL 46B*	English Literature .....	3
ENGL 49	Latino & Chicano Literature .....	3
FRENCH 1	Beginning French.....	4
FRENCH 2	High Beginning French.....	4
FRENCH 3**	Intermediate French .....	4
FRENCH 4**	High Intermediate French .....	4
LING 10	Introduction to Language.....	3
PHIL 2	Critical Thinking .....	3
SPAN 1	Beginning Spanish .....	4
SPANISH 2	High Beginning Spanish .....	4
SPAN 3	Intermediate Spanish.....	4
SPAN 4	High Intermediate Spanish.....	4
	Total Units	27

\*offered every other year

\*\*offered subject to demand

Courses taken to fulfill the general education graduation requirements may not be counted in the major for the Liberal Arts A.A. degree.

### Mechanized Agriculture

#### Associate in Science Degree

The Associate in Science Degree in Mechanized Agriculture is a two-year program of instruction designed to prepare diesel technicians for entry level positions or advanced opportunities. Courses in career preparation and a work experience component are included.

AGNR 1	Career Development .....	1	<i>new course</i>
AGNR 2	Career Issues .....	1	<i>new course</i>
MAG 1	Diesel Engines .....	5	
MAG 2	Machine Electrical Systems .....	5	
MAG 4	Diesel Engine Fuel & Tune-up .....	5	
MAG 5	Service Fundamentals .....	3	
MAG 7	Design & Fabrication .....	2	
MAG 8	Power Equipment Air Conditioning .....	2	
MAG 9	Hydraulics .....	3	
MAG 11	Machine Specific Instruction .....	3	<i>new course</i>
MAG 12	Transmissions and Torque Converters .....	5	<i>new course</i>
MAG 13	Machine Undercarriage .....	3	<i>new course</i>
MAG 19V	Occupational Work Experience .....	2	
AG 1	Computers in Agriculture .....	3	
PLS 2	Soils .....	3	
	Total Units	46	



## Proposed Modified Programs (continued) Effective Fall 2002

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

### Mechanized Agriculture Certificate of Achievement

The certificate program for Diesel Technicians is designed to prepare diesel technicians for entry level positions. Courses in career preparation and a work experience component are included.

AGNR 1	Career Development .....	1	<i>new course</i>
AGNR 2	Career Issues .....	1	<i>new course</i>
MAG 1	Diesel Engines .....	5	
MAG 2	Machine Electrical Systems .....	5	
MAG 4	Diesel Engine Fuel & Tune-up .....	5	
MAG 5	Service Fundamentals .....	3	
MAG 7	Design & Fabrication .....	2	
MAG 8	Power Equipment Air Conditioning .....	2	
MAG 9	Hydraulics .....	3	
MAG 11	Machine Specific Instruction .....	3	<i>new course</i>
MAG 12	Transmissions and Torque Converters .....	5	<i>new course</i>
MAG 13	Machine Undercarriage .....	3	<i>new course</i>
MAG 19V	Occupational Work Experience .....	2	
Total Units		40	

### Social Science Associate in Arts Degree

Students who complete the requirements for the Social Science Associate Degree will acquire a knowledge of human behavior, society, and institutions through the study of courses in Anthropology, Economics, Geography, History, Political Science, Psychology, and Sociology. The Social Science program is well suited for the transfer student who completes his/her education at Reedley College.

ANTHRO 1	Physical Anthropology .....	3	
ANTHRO 2	Cultural Anthropology .....	3	
ANTHRO 3	Introduction to Archaeology & Prehistory .....	3	
ECON 1A or 1AH	Introduction to Macroeconomics .....	3	
ECON 1B	Introduction to Microeconomics .....	3	
GEOG 2	Cultural Geography .....	3	
GEOG 3	Economic Geography .....	3	
GEOG 4A	World Geography .....	3	
GEOG 4B	World Geography .....	3	
HIST 1	Western Civilization to 1648 .....	3	
HIST 2	Western Civilization from 1648 .....	3	
HIST 4	History of African Civilization .....	3	
HIST 5	History of African People in the New World .....	3	
HIST 6	Women's Roles in United States History .....	3	
HIST 11	History of the United States to 1865 .....	3	
HIST 12 or 12H	History of the United States since 1865 .....	3	
HIST 20	Comparative World Civilizations to 1600 .....	3	<i>added, new course</i>
HIST 32	History of Chicanos in the Southwest .....	3	
POLSCI 2 or 2H	American Government .....	3	
POLSCI 110	American Institutions .....	3	



## Proposed Modified Programs (continued)

Effective Fall 2002

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

PSY 2 or 2H	General Psychology .....	3
PSY 5	Social Psychology .....	3
PSY 6	Introduction to Lab Methods .....	3
PSY 25	Human Sexuality .....	3
PSY 33	Personal and Social Adjustment .....	3
SOC 1A	Introduction to Sociology .....	3
SOC 2	American Minority Groups .....	3
SOC 32	Courtship, Marriage, and Divorce: Family and Interpersonal Relationships .....	3

Total Units: 21 from FOUR separate disciplines



**Proposed New Programs  
Effective Fall 2002**

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

**Access to Vocational Experiences**

**Certificate of Completion**

This Certificate of Completion is intended for Reedley College students with disabilities who are Department of Rehabilitation consumers seeking employment. The course of study will prepare the student for successful employment through pre-vocational classroom instruction, assessments, job training, and job development. Access to Vocational Experiences will assist students with pre-vocational services (creating a portfolio, interviewing skills, job seeking skills); employability skills (communication with co-workers and supervisors, work behavior/attitude, appropriate grooming/dress, expectation of a job); and employment development and placement (on-the-job training, job experience, job placement).

DEVSER 260	Workability .....	3
DEVSER 250	Preparation for Work .....	1
DEVSER 251	Strategies in Work.....	1
DEVSER 257	Access to Vocational Experiences-Career Development.....	4
DEVSER 258	Access to Vocational Experiences-Career Exploration.....	1-4
	<b>Total Units</b>	<b>10-13</b>

**Information Systems Help Desk**

**Certificate of Achievement**

This core program provides students with the knowledge, training, and hands-on experience to pursue a career as a Help Desk professional in Information Systems. Students completing this course of study will be able to enter the workforce with a comprehensive understanding of the fundamentals necessary to work as a Help Desk professional in business, government, or education. These courses apply toward the Associate of Science degree in Information Systems.

IS 15	Computer Concepts.....	3
IS 16	Word Processing Fundamentals .....	1.5
IS 18	Spreadsheet Fundamentals .....	1.5
IS 26A	Database Concepts and Design .....	3
IS 26B	Advanced Database Concepts and Design...	1.5
IS 29	Operating Systems Fundamentals .....	1.5
IS 30	Networking Fundamentals .....	3
IS 40A	Internet Concepts and Design .....	3
IS 45	Computer Configuration & Troubleshooting	1.5

Total Unit 19.5



**Proposed New Programs (continued)  
Effective Fall 2002**

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

**Information Systems Web Design**

**Certificate of Achievement**

This core program provides students with the knowledge, training, and hands-on experience to pursue a career as a Web Design specialist. Students completing this course of study will be able to enter the workforce as a Web Design specialist in business, government, and educational environments. These courses apply toward the Associate of Science degree in Information Systems.

IS 15	Computer Concepts.....	3
IS 16	Word Processing Fundamentals.....	1.5
IS 18	Spreadsheet Fundamentals.....	1.5
IS 26A	Database Concepts and Design.....	3
IS 26B	Advanced Database Concepts and Design...	1.5
IS 29	Operating Systems Fundamentals.....	1.5
IS 30	Networking Fundamentals.....	3
IS 40A	Internet Concepts and Design.....	3
IS 40B	Advanced Internet Concepts and Design .....	3
IS 42	Business and Web Graphics.....	3

Total Units 24

**Landscape Architecture**

**Associate in Science Degree**

**Conjoint Program with Fresno City College**

FCC Courses

ARCH 10	Introduction to Drawing & Perspective.....	2
ARCH 11	Introduction to Architecture & Environmental Design .....	1
ARCH 12	Architectural Practice .....	3
ARCH 20	Basic Graphics .....	2
ARCH 21	Materials of Construction .....	3
ARCH 24	Architectural CAD .....	2
ARCH 30	Environmental Design Fundamentals .....	3
CAD 14	Introduction to Computer Aided Drafting .....	3

RC Courses

EH 40	History of Landscape Architecture .....	3
EH 42	Plant Materials and Usage I.....	3
EH 46	Landscape Irrigation (and Drainage) .....	3
EH 47	Plant Materials and Usage II .....	3
EH 48	Landscape Design .....	3
COTR 19V	Occupational Work Experience .....	2
AGNR 49	Projects.....	2

Total Units 38

**Recommended Courses**

ARCH 34-Adv. Architectural CAD, BA 18-Business Law, PLS 2-Soils, PSY 2-General Psychology, SOC 1A-Introduction to Sociology



**Proposed New Programs (continued)**  
**Effective Fall 2002**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Landscape Architecture**  
**Certificate of Achievement**  
**Conjoint Program with Fresno City College**

**FCC Courses**

ARCH 10	Introduction to Drawing & Perspective .....	2
ARCH 11	Introduction to Architecture & Environmental Design .....	1
ARCH 12	Architectural Practice .....	3
ARCH 20	Basic Graphics .....	2
CAD 14	Introduction to Computer Aided Drafting .....	3

**RC Courses**

EH 40	History of Landscape Architecture .....	3
EH 42	Plant Materials and Usage I .....	3
EH 46	Landscape Irrigation (and Drainage) .....	3
EH 48	Landscape Design .....	3
COTR 19V	Occupational Work Experience .....	2

Total Units 25



## Proposed New Program Effective Spring 2003

Approved and recommended by the Curriculum Committee

*To ECPC May 7, 2002*

**Licensed Vocational Nurse  
Associate in Science Degree  
Certificate of Achievement**

The vocational nursing program's purpose is to prepare vocational nurses to provide safe, ethical, responsible and competent nursing care. Safe, ethical nursing care includes but is not limited to knowledge of commonly used medications, using the nursing process to guide critical thinking, and understanding the role, responsibility and limitations (scope of practice) of the vocational nurse in California. Upon successful completion of the vocational nursing program and passing the licensure exam the vocational nurse is licensed to practice nursing as a LVN. Skills learned in the program allow the LVN to practice in numerous settings such as: hospitals, clinics, long term care facilities, rehabilitation facilities, physicians' offices, correction facilities and private duty nursing. A student wishing to become a registered nurse should discuss this with the counselor/advisor to address the additional courses required by the registered nursing program.

LVN 100	Foundations of Nursing .....	11
LVN 140	Introduction to Pharmacology .....	3
LVN 120	Nursing Guidance I .....	1
LVN 101	Principles & practice of Nursing I .....	14
LVN 121	Nursing Guidance II.....	1
LVN 102	Principles & practice of Nursing II .....	14
LVN 122	Nursing Guidance III .....	1
	Total Units	45

Lab includes clinical rotations at area hospitals, clinics, child care & nursing homes.



**Distance Education  
Interactive Presentation Renewals Fall 2002**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Accounting 40 Applied Accounting**

**Business Administration 10 Introduction to Business**

**Business Administration 46 Calculator Applications**

**Natural Resources 7 Conservation of Natural Resources**

**Office Technology 10 Medical Terminology**

**Office Technology 42 Medical Document Preparation**





**Distance Education  
Online Renewals Fall 2002**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

<b>English 1A</b>	<b>Reading &amp; Composition</b>
<b>English 1B</b>	<b>Introduction to the Study of Literature</b>
<b>English 3</b>	<b>Critical Reading and Writing</b>
<b>English 15</b>	<b>Creative Writing</b>



**Distance Education  
New Online Courses Fall 2002**

Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Criminal Justice 1 Introduction to Criminal Justice**

**English as a Second Language 266 Academic Reading and Writing for ESL Students**

**Information Systems 47 Visual Basic Programming**



**Distance Education**  
**New Interactive Courses Fall 2002**  
Approved and recommended by the Curriculum Committee

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*To ECPC May 7, 2002*

**Business Administration 5 Business Communications**

**Business Administration 15 Introduction to Management**

**Child Development 30 Child, Family, Community**

**Criminal Justice 4 Criminal Legal Procedures**

**Marketing 14 Retailing**



**Distance Education  
Online Renewals Spring 2003**

Approved and recommended by the Curriculum Committee

---

*To ECPC May 7, 2002*

**Chemistry 8 Elementary Organic Chemistry**

**Criminal Justice 1 Introduction to Criminal Justice**

**English 1A Reading & Composition**

**English 1B Introduction to the Study of Literature**

**English 3 Critical Reading and Writing**

**English 15 Creative Writing**

**English as a Second Language 266 English for Bilingual Students**



**Distance Education**  
**New Interactive Courses Spring 2003**  
Approved and recommended by the Curriculum Committee

---

*To ECPC May 7, 2002*

**Engineering 4 Engineering Materials**



**2 + 2 + 2 Articulation**  
As heard by the Curriculum Committee

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**High School**  
Firebaugh High

**HS Course**  
Floriculture

**RC Course**  
EH 35

**Units**  
1

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

---

SUBJECT: Consideration to Approve Year II Renewal  
(June 1, 2002 – May 31, 2003) for Tech Prep  
Building Trades and Construction Industry  
Sector Grant Between the California  
Department of Education and State Center  
Community College District

ITEM NO. 02-107

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EXHIBIT: None

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Background:

The focus of this project is to address three components which (1) develop articulated curriculum models, (2) create multi-measure assessments, and (3) provide staff development programs for each of three industry sector subgroups—heating, ventilation and air conditioning (HVAC), cabinetry and carpentry.

Three workgroups, selected and led by their respective subgroup team, will work to define the “ideal” sequence of articulated curriculum courses comprising model programs within the industry sector. From these starting points, practical implementation models will be built. Each workgroup will provide a sequenced listing of courses identified as components of a model program. These listings will indicate appropriate existing courses, courses that require modification or expansion of their current curriculum content, and additional courses needed to address new content competency areas identified by the workgroups.

Recommendation:

It is recommended that the Board of Trustees approve entering into year two renewal for the Building Trades and Construction Industry Sector Grant in the amount of \$123,892 for the period June 1, 2002 – May 31, 2003, and authorize the Vice Chancellor of Educational Services and Planning to sign the agreement to enter into the contract with the California Department of Education on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

---

SUBJECT: Consideration to Approve Year II Renewal  
(June 1, 2002 – May 31, 2003) for Tech Prep  
Innovative Practices Work-Based Learning  
Between the California Department of  
Education and State Center Community  
College District

ITEM NO. 02-108

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EXHIBIT: None

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Background:

The focus of this project is a Tech Prep program in grades 7-14+ which includes an added emphasis on the public and private education industry sector. The program begins with research and compilation of resources and materials covering industry sector standards, emerging technology standards, academic content standards, labor market information, generic workplace and employability skills standards, and work-based learning components and standards. These resources and materials are used to train leadership teams which then develop action plans for their schools to embed articulated, work-based learning programs in grades 7-14+ curriculum.

This year's activities include staff development for the middle school, high school and college segments of the project on the processes used to build effective articulation programs. Assessment, evaluation and dissemination of the articulation processes developed and program results, based on data from practitioner and student surveys, will be the focus of year III activities.

Recommendation:

It is recommended that the Board of Trustees approve entering into year two renewal for the Innovative Practices Work-Based Learning Grant in the amount of \$123,892 for the period June 1, 2002 – May 31, 2003, and authorize the Vice Chancellor of Educational Services and Planning to sign the agreement to enter into the contract with the California Department of Education on behalf of the District.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Review of District Warrants and Checks

ITEM NO. 02-109

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EXHIBIT: None

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Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period April 30, 2002, to May 31, 2002, in the amount of \$9,408,841.22.

It is also recommended that the Board of Trustees review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period April 22, 2002, to May 23, 2002, in the amount of \$91,966.25.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Accept Construction Project,  
Elevator Addition, Student Services Building,  
Reedley College

ITEM NO. 02-110

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EXHIBIT: None

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Background:

The project for the Elevator Addition, Student Services Building, Reedley College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation :

It is recommended that the Board of Trustees:

- a) accept the project for the Elevator Addition, Student Services Building, Reedley College;  
and
- b) authorize the Chancellor or Executive Vice Chancellor to file a Notice of Completion with the County Recorder.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Report of Investments

ITEM NO. 02-111

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EXHIBIT: Quarterly Performance Review

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Background:

Enclosed is the quarterly investment report from the Fresno County Treasurer's Office for the period ending March 31, 2002. Review of the quarterly investment report is required by Government Code Section 53646. Investments in the County Treasury are in conformance with the District's investment policy statement.

Fiscal Impact:

None

Recommendation:

It is recommended that the Board of Trustees accept the Quarterly Performance Review, as provided by the County of Fresno, for the quarter ending March 31, 2002.

**Compliance Review  
of  
Treasurer's Investment Pool  
for the  
County of Fresno**

***March 31, 2002***

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<b>Executive Summary</b>	<b>1</b>
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<b>A. Portfolio Breakdowns</b>	
<b>B. Checklists &amp; Pricing Sources</b>	
<b>C. Portfolio Appraisal</b>	
<b>D. Glossary &amp; Rating Summary</b>	

PCA and Ziegler & Company have been diligent and prudent in the preparation of this report. In doing so, we have relied on numerous sources that we feel are known and reliable. Please refer to the appendix for sources of information.

April 30, 2002

## I. Executive Summary

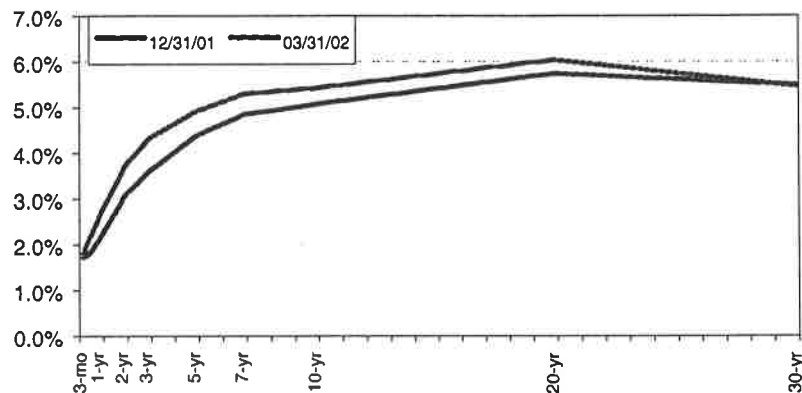
### Introduction

This is the Compliance Review of the County of Fresno's Treasurer's Investment Pool Portfolio for the period ended March 31, 2002, pursuant to California Government Code 53646. The report has two primary objectives: (1) to provide information regarding portfolio holdings as to compliance with California Government Code Sections 53601 and 53635, as well as the County Treasurer's Statement of Investment Policy and (2) to detail portfolio characteristics of the portfolio's investment holdings.

### Quarterly Overview of Markets:

During the quarter, US Treasury yields increased across the entire yield curve. For the quarter, coupon income accrued on bonds was offset by the decline in bond prices resulting in little or no return in the broad US bond market. At the February 2, 2002 meeting, citing improved market conditions, the Federal Reserve kept rates unchanged for the first time in a year, perhaps a prelude to tighter monetary policy. Shorter-term Treasuries generated the strongest results among Treasuries over the latest quarter.

### Treasury Yield Curve Changes--Last Quarter



Source: Federal Reserve

### Money-Market Yields

(all data in %)

Yields	12/31/01	3/31/02
Certificates of Deposit--90-Day	1.84	1.96
Certificates of Deposit--180-Day	1.93	2.28
Commercial Paper (nonfinancial)-- 30-Day	1.79	1.78
Commercial Paper (nonfinancial)-- 90-Day	1.80	1.90
<b>Quarterly Returns--ending 03/31/02</b>		
Salomon Brothers Treasury Bills		0.44
Merrill Lynch US Treasuries 1-3 Yrs		0.01

Source: ITI, Federal Reserve

As indicated on the previous page, during the first quarter of 2002 yields increased across the entire maturity spectrum. The yield on one-year Treasury Bonds increased by 53 basis points to 2.70% for the quarter while the yield on thirty-year Treasury Bonds remained nearly unchanged at 5.45%. The spread between the one-year Treasury and the 30-year Treasury ended the quarter at 275 basis points compared to a 313 basis point spread at the end of last quarter. During the quarter, Certificates of Deposit experienced an increase in yield for both the 90-Day and 180-day maturities. Commercial Paper moved slightly lower in the 30-day maturities, by 1 basis point, but experienced a 10 basis point yield increase in the 90-day maturities by 10 basis points to 1.90%.

## **Portfolio Position**

The portfolio maintained a weighted maturity of less than one year. Keeping the portfolio within this maturity range minimized its exposure to potential interest rate shifts that can occur in the mid-maturity sectors of the yield curve. The portfolio was oriented towards high quality with 35.6% of the portfolio's assets invested in risk-free instruments.

### **Compliance with California Government Codes 53601 & 53635:**

The Investment Portfolio is compliant with the **California Government Codes 53601 and 53635**.

### **Compliance with Treasury Investment Pool Statement of Investment Policy:**

**The Statement of Investment Policy** is more stringent than the California Government Code. As of 3/31/02, the Treasurer's Investment Pool portfolio complied with its Statement of Investment Policy.

Please refer to the next section of the report for a more detailed evaluation of the portfolio in relationship to the California Government Code and the Treasurer's Investment Pool Statement of Investment Policy.

### **Portfolio characteristics**

The Treasury Pool's portfolio characteristics are indicative of a plan exhibiting a high degree of quality with short-term maturities.

- As of 3/31/01, the portfolio had a market value of \$1.5 billion with an average dollar-weighted quality between "AA+" and "AAA".
- Approximately 35.6% of the portfolio's assets are invested in securities with virtually no credit risk (i.e., US Treasuries, US Agencies, and cash).
- The dollar weighted average life of the pool is 332 days.
- 36.6% of the portfolio at cost matures within 30 days, 39.7% matures within 90 days, and 42.6% within 180 days (see Appendix for further details).

Based on its relative high quality and near-term liquidity, and assuming no significant changes to pool funding policies, the Treasury Investment Pool is well positioned to meet its expenditure requirements over the next six months.



## II. Compliance Review

COUNTY OF FRESNO  
TREASURY INVESTMENT POOL POLICY SUMMARY  
Last Revised December, 2001

AUTHORIZED INVESTMENTS	DIVERSIFICATION	PURCHASE RESTRICTIONS	MATURITY	CREDIT QUALITY (MOODYS/S&P)
8.1 US Treasury bills, notes, bonds or other certificates of indebtedness	85% combined with US Agencies	None	5 years	N/A
8.2 Notes, participations or obligations issued by the agencies of the Federal Government	85% combined with US Treasuries	Prudence for single agency issue	5 years	N/A
8.3 Bankers Acceptances	40%	Issue is eligible for purchase by Federal Reserve. Issuer is among 150 largest banks based on total asset size.	180 days	CP rate: P-1 or A-1+
8.4 Commercial Paper	40%	US organized and operating corporation with total assets of \$500mm. 10% of issuer's CP. 10% in any one issuer.	270 days	CP rate: P-1 or A-1+ Debt rate: A
8.5 Negotiable CD's	30%	Issued by national- or state-chartered bank or S&L, or a state-licensed branch of a foreign bank that is among 150 largest banks based on total asset size and has CP rate of P-1 or A-1+ OR issuer meets rating requirements. 5% in any one issuer.	13 months	AB GerryFindley
8.6 Non-negotiable CD's	50%	Issued by national- or state-chartered bank or S&L. Full FDIC or FSLIC insurance OR full collateralization of: 110% govt. securities or 150% mortgages meeting GC 35601. Contract for Deposit in place. 15% in any one issuer.	13 months	AB GerryFindley
8.7 Repurchase Agreements	15%	Tri-party agreement in place. 102% collateralization of: US Treasuries or Agencies, BA's, CP, Negotiable CD's meeting GC 53601.	Overnight or weekend	N/A
8.8 Medium-Term Notes	30%	US organized and operating corporation or US- or state-licensed depository institution.	A: 2 years AA: 3 years AAA: 5 years	A
8.9 Local Agency Investment Fund-CA	\$40,000,000	None	5 years	N/A
8.10 Mutual and Money Market Funds	20%	Mutual fund invests in GC 53601 approved securities; adviser is registered with SEC, has 5 years experience investing according to GC 53601, and has \$500mm under management OR fund meets rating requirements. Money market registered with SEC under ICA of 1940; SEC-registered or -exempt adviser with 5 years experience managing money market mutual funds in excess of \$500mm OR fund meets rating requirements. Investment does not include payment of commission. 10% in any one fund.	5 years	AAA and Aaa
8.11 Collateralized mortgage obligations, asset-backed or other pass-through securities	10%	None	5 years	Issue rate: AA Corporate issuer rate: A

**CALIFORNIA GOVERNMENT CODE & COUNTY INVESTMENT POLICY  
AUTHORIZED INVESTMENTS**

CA Code	Investment Category	Government Code				Fresno County Investment Policy				Actual Portfolio at cost
		Maximum Maturity	Authorized % Limit	Quality S&P/Moodys	Maximum Maturity	Authorized % Limit	Quality S&P/Moodys	Actual Portfolio at cost		
(a)	LOCAL AGENCY BOND	5 YEARS	NO LIMIT	N/A	N/A	N/A	N/A	N/A	---	
(b)	US TREASURY	5 YEARS	NO LIMIT	N/A	5 YEARS	85% w/agency	N/A	N/A	---	
(c)	STATE WARRANT	5 YEARS	NO LIMIT	N/A	N/A	N/A	N/A	N/A	---	
(d)	CALIFORNIA LOCAL AGENCY DEBT	5 YEARS	NO LIMIT	N/A	N/A	N/A	N/A	N/A	---	
(e)	US AGENCY	5 YEARS	NO LIMIT	N/A	5 YEARS	85% w/treasury	N/A	N/A	34%	
(f)	BANKERS ACCEPTANCE	180 DAYS	40%	N/A	180 DAYS	40%	N/A	N/A	---	
Code 53635	COMMERCIAL PAPER	270 DAYS	40%	P1,A1+	270 DAYS	40%	P1, A1+	N/A	8%	
(h)	NEGOTIABLE CD	5 YEARS	30%	N/A	13 MONTHS	30%	AB	N/A	---	
(i)	REPURCHASE AGREEMENT	1 YEAR	NO LIMIT	N/A	OVERNIGHT	15%	N/A	N/A	4%	
(j)	REVERSE REPURCHASE AGREEMENT	92 DAYS	20%	N/A	N/A	N/A	N/A	N/A	---	
(k)	MEDIUM TERM NOTE	5 YEARS	30%	A	5 YRS for AAA	30%	A	A	30%	
(l)	MUTUAL OR MONEY MARKET FUNDS	5 YRS *	20%	AAA	5 YEARS	20%	AAA	AAA	19%	
(m)	PLEDGED ASSET	Stat. Prov.	NO LIMIT	N/A	Stat. Prov.	N/A	N/A	N/A	---	
(n)	NON-NEGOTIABLE CD	5 YEARS	NO LIMIT	N/A	13 MONTHS	50%	AB	AB	0%	
(o)	PLEDGED ASSET	Stat. Prov.	NO LIMIT	N/A	Stat. Prov.	NO LIMIT	N/A	N/A	---	
(p)	MORT. PASS-THROUGH SECURITY	5 YEARS	20%	AA	5 YEARS	10%	AA	AA	---	
(q)	LOCAL AGENCY INVESTMENT FUND	5 YEARS	NO LIMIT	N/A	5 YEARS	\$40,000,000	N/A	N/A	3%	

\* Mutual Funds maturity may be interpreted as weighted average maturity.

**CALIFORNIA CODE - COMPLIANCE**

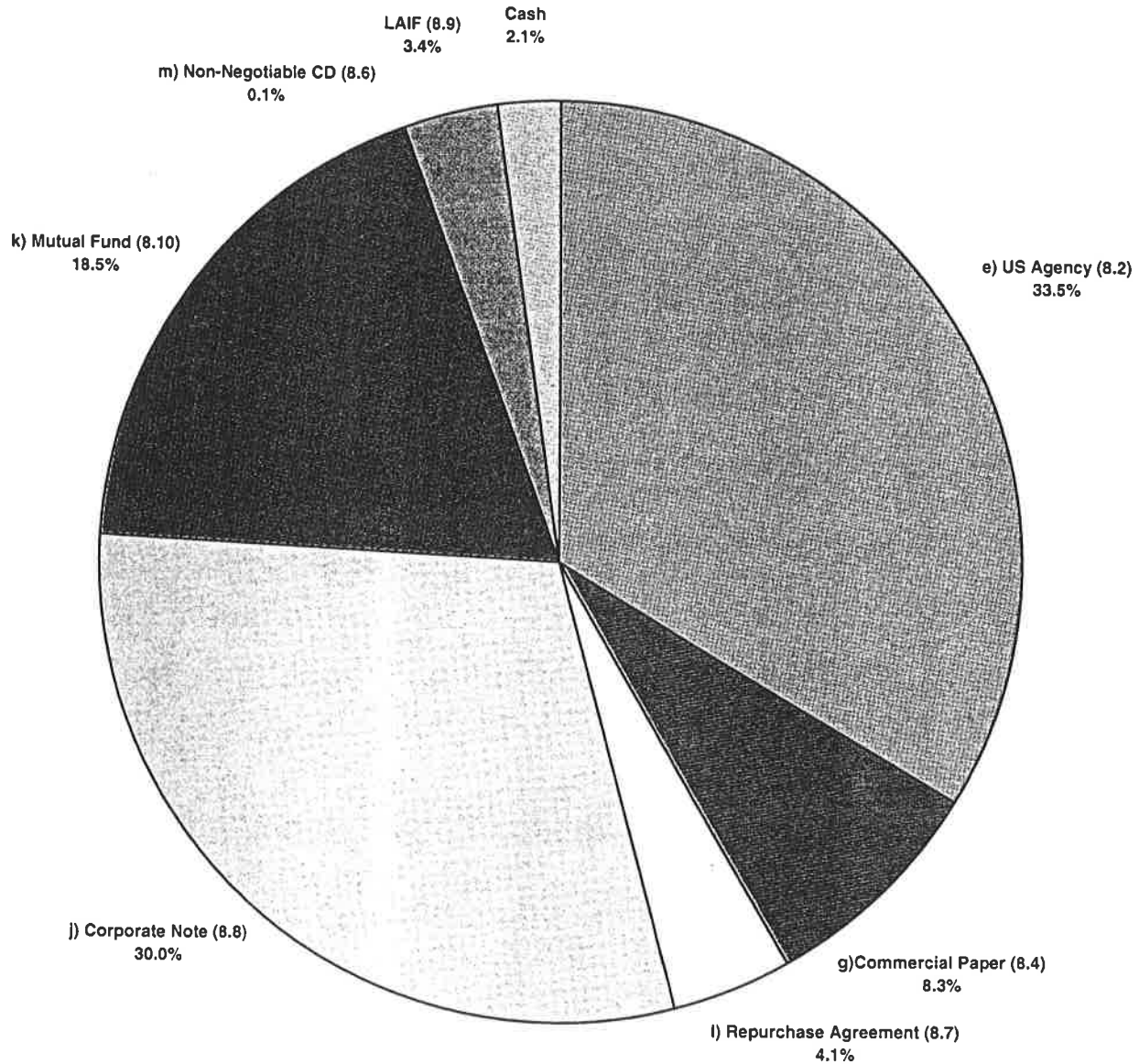
Compliance Category

California Code-53601	<u>Investment Category</u>	<u>Compliance Category</u>			<u>Comments</u>
		<u>Quality Yes/No</u>	<u>Maturity Yes/No</u>	<u>%Limit Yes/No</u>	
Section (a)	Local Agency Bonds	Yes	Yes	Yes	None
Section (b)	U.S. Treasury	Yes	Yes	Yes	None
Section (c)	State Warrants	Yes	Yes	Yes	None
Section (d)	California Local Agency Debt	Yes	Yes	Yes	None
Section (e)	U.S. Agencies	Yes	Yes	Yes	None
Section (f)	Bankers Acceptances	Yes	Yes	Yes	None
Code 53635	Commercial Paper	Yes	Yes	Yes	None
Section (h)	Certificate and Time Deposits	Yes	Yes	Yes	None
Section (i)	Repurchase Agreements	Yes	Yes	Yes	None
Section (j)	Medium Term Notes	Yes	Yes	Yes	None
Section (k)	Mutual Funds	Yes	Yes	Yes	None
Section (l)	Pledged Assets	Yes	Yes	Yes	None
Section (m)	Secured Deposits	Yes	Yes	Yes	None
Section (n)	Pass-Through Securities	Yes	Yes	Yes	None

# County of Fresno Treasury Investment Pool

As of March 31, 2002

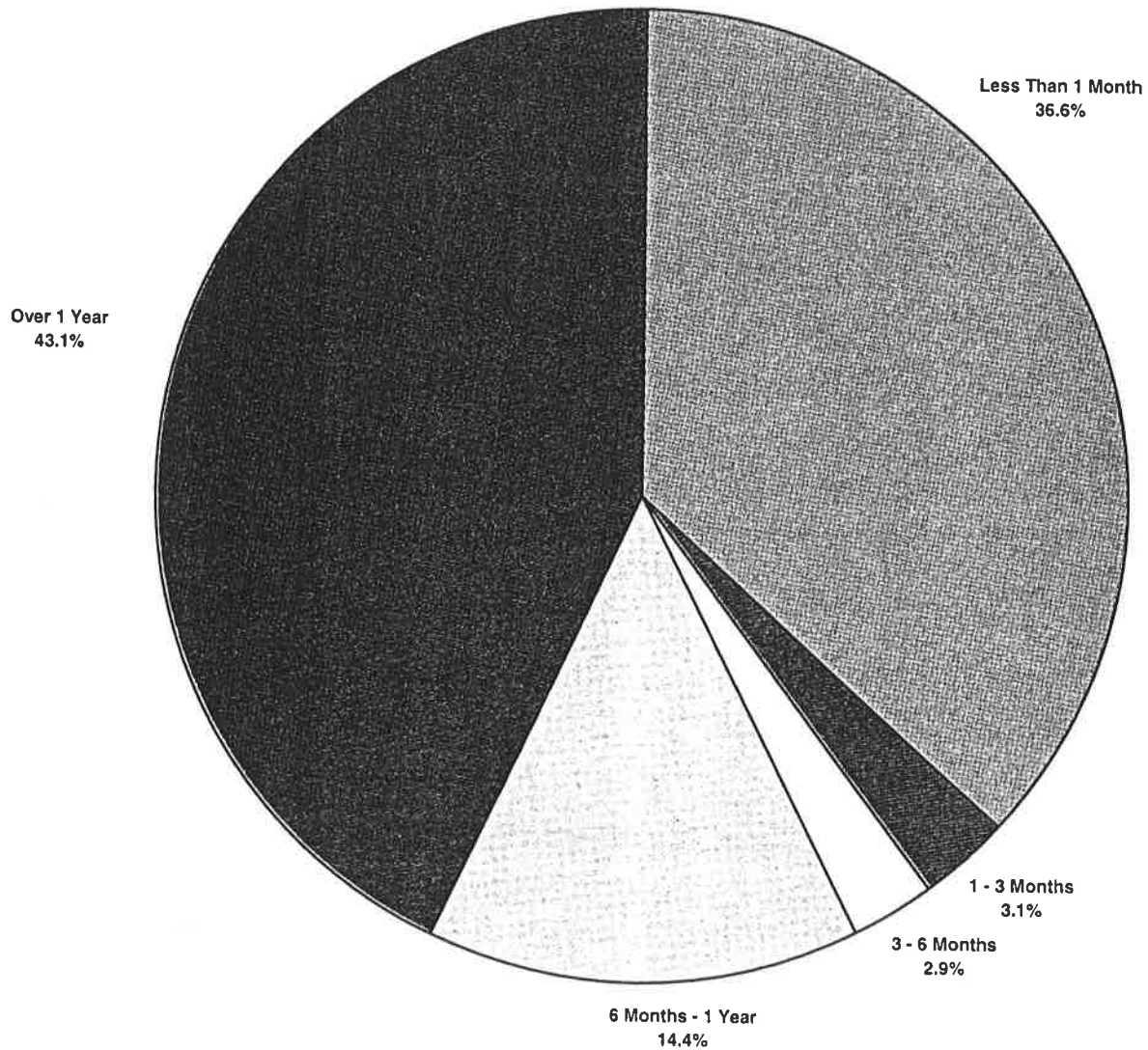
## Portfolio Breakdown by Investment Type (valued at cost)



# County of Fresno Treasury Investment Pool

As of March 31, 2002

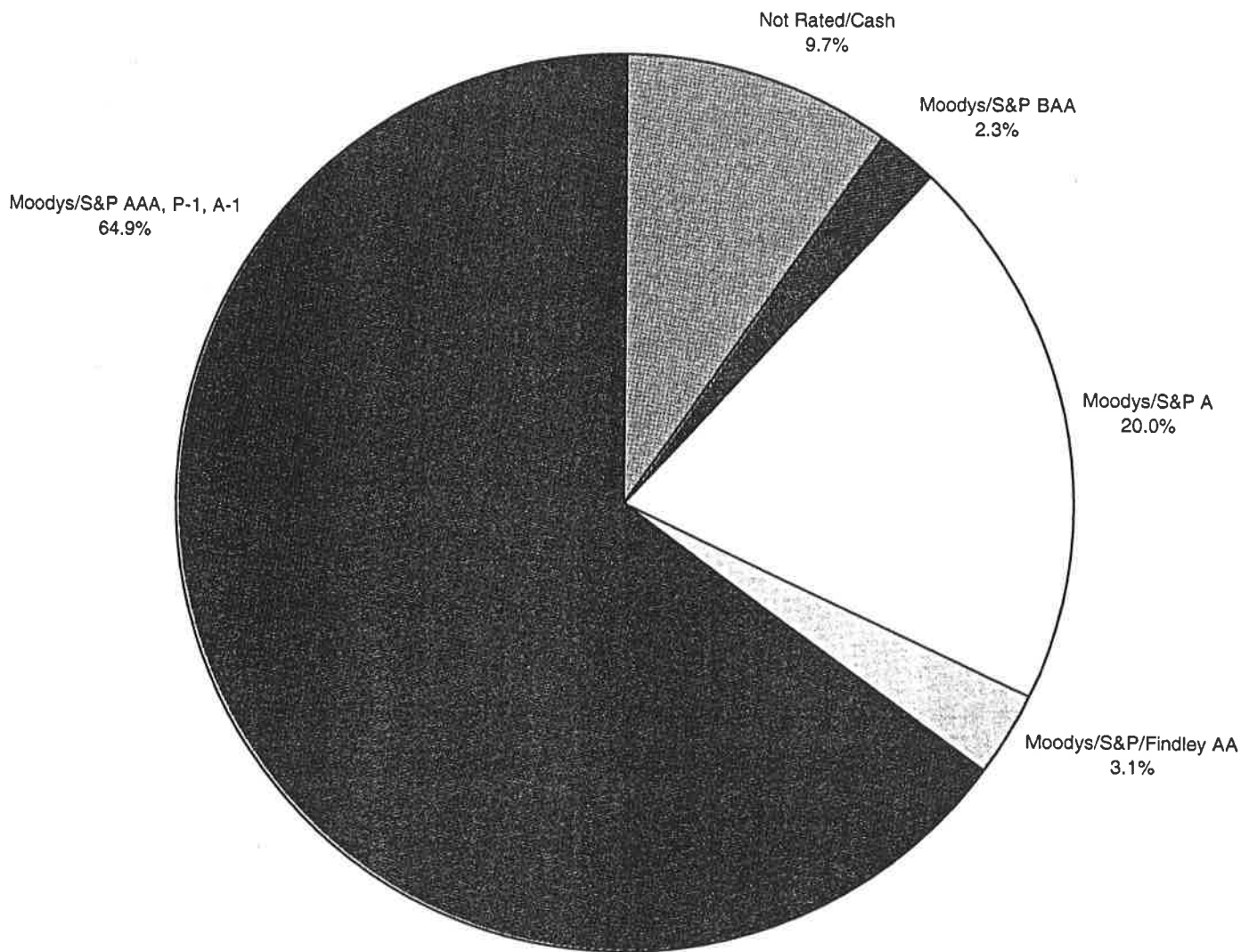
## Portfolio Breakdown by Maturity Date (valued at cost)



# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Portfolio Breakdown by Quality (valued at cost)



# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Pricing Sources

### I. Managed Assets

**Bank of New York:** collateral for repurchase agreements held by Morgan Stanley Dean Witter and Salomon Smith Barney updated 1/25/02  
 Street Software Technology: CMO's (agency and private label), MBS, US treasuries and agencies, ABS. 'Intra-day' pricing on US treasuries and some agency debentures.  
 Merrill Lynch: US treasuries, MBS, corporate bonds, agency debentures.  
 FT Interactive Data: CMO's (agency and private label), corporate bonds, US treasuries, muni bonds, US equities.  
 Euroclear, Telekurs and Extel: global fixed income and equities

**Chase Manhattan Bank:** collateral for repurchase agreements held by PaineWebber updated 4/16/01  
 Pricing sources are considered confidential.

Treasury and Agencies Securities			
Service	Vendor	Timing	Comments
ITP (prices)	Interactive Data (IDSI)	Daily at 5:30am	Price at closing on previous day
Intraday Prices	Street Software Technology	Daily at 1:15pm	Available on request after 1:30pm

Mortgage Backed Securities			
Service	Vendor	Timing	Comments
VADS (Prices)	Interactive Data (IDSI)	Daily	Plus 2 updates on GNMA and 1 update on FNMA
VADS (Factors)	Interactive Data (IDSI)	On the 6 <sup>th</sup> Business Day	
		On the 1 <sup>st</sup> Business Day	On FHLMC

ABS, REMIC's, CMO's and PTA's			
Service	Vendor	Timing	Comments
ITP (Prices)	Interactive Data (IDSI)	Daily	
Factors	Interactive Data (IDSI)	Six times a month	
CMO Pricing	Interactive Data (IDSI)	Daily	Supplemental pricing by Street Software
FFIEC Test	Asset Back Security Group	Monthly	Is run every day against the CMO security file
Ratings	S&P, Moodys, Fitch, Duff & Phelps		

Corporates			
Service	Vendor	Timing	Comments
Prices	Interactive Data (IDSI)	Daily	
Ratings	S&P, Moodys, Fitch, Duff & Phelps		

Money Market (BA's, CD's and CP)			
Service	Vendor	Timing	Comments
Custom Corporate Bonds	Muller	Intraday	On a daily basis, Functional Analysis obtains Dealer Placed Rates or yields from Bloomberg and updates the BDAS matrix which then calculates prices. All dealers except Lehman use the matrix derived prices. Lehman uses par as the price in accordance with the standard contract.
Ratings	S&P, Moodys, Fitch		

Muni's			
Service	Vendor	Timing	Comments
Prices	Internally via CHASE™	On the 15 <sup>th</sup> and end of the month	Broker Dealer Services receive few of the Merrill Lynch prices through Private Bank. Merrill Lynch prices from JJKenny.
Ratings	S&P, Moodys, Fitch		

**The Depository Trust Company:** Collateral for Wells Fargo repurchase agreements updated 7/24/01

Security Type	Primary Vendor
Municipal Bonds	JJ Kenny, IDSI
Domestic Corporate Bonds (Includes Medium Term Notes)	Merrill Lynch, IDSI
Foreign Corporate Bonds	Extel
Government Bonds	Merrill Lynch, IDSI, Muller Data
MBS Pools	Merrill Lynch, IDSI
CMO's / REMIC's Mortgage Backed	IDSI
Foreign Equities	Extel
Mutual Funds	Fund Web - IDSI, DST
Repo Collateral	IDSI, Bloomberg

# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Investment Type

Cusip	Issuer	Maturity	Coupon	Par Value (000)	Rating (Moody's/Findley)	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>e) US AGENCY (8.2)</b>														
880591DE9	TENN VALLEY AUTH	09/24/2002	6.00%	1,500	AAA	101.71	1,526	0.1%	1,523	0.1%	2	0.1%	4.93%	WEL
3133MJYH7	FHLB	12/05/2002	2.16%	5,000	AAA	100.00	5,000	0.3%	4,988	0.3%	12	0.2%	2.41%	FRES
3133MKK30	FHLB	12/27/2002	2.43%	5,000	AAA	100.16	5,008	0.3%	5,000	0.3%	8	0.2%	2.43%	FRES
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRES
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRES
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRES
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRES
312924ZS5	FHLMC MTN	12/27/2002	2.38%	5,000	AAA	100.04	5,002	0.3%	5,000	0.3%	2	0.0%	2.37%	FRES
313M2T23	FHLB	01/16/2003	5.37%	2,000	AAA	102.06	2,041	0.1%	1,951	0.1%	91	4.7%	6.24%	WEL
313M2T23	FHLB	01/16/2003	5.37%	3,000	AAA	102.06	3,062	0.2%	2,925	0.2%	137	4.7%	6.25%	WEL
3133MKY24	FHLB	01/24/2003	2.45%	5,000	AAA	100.07	5,003	0.3%	5,000	0.3%	3	0.1%	2.45%	FRES
863872BC0	SLMA DISC NT	01/27/2003	NA	5,000	AAA	97.95	4,897	0.3%	4,889	0.3%	8	0.2%	2.29%	FRES
3133MDGE7	FHLB	02/28/2003	5.00%	5,000	AAA	102.55	5,127	0.4%	5,144	0.4%	-17	-0.3%	2.56%	FRES
31331LXG8	FFCB	04/15/2003	2.65%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.64%	FRES
31359MDT7	FNMA	04/15/2003	5.75%	5,000	AAA	104.95	5,248	0.4%	5,205	0.4%	43	0.8%	2.45%	FRES
31331LJU3	FFCB	05/01/2003	4.38%	3,000	AAA	101.23	3,037	0.2%	2,993	0.2%	44	1.5%	4.49%	WEL
31359MJG9	FNMA NOTES	05/15/2003	4.63%	5,000	AAA	102.42	5,121	0.4%	5,134	0.4%	-13	-0.3%	2.59%	FRES
3134A2KZ0	FHLMC	07/15/2003	5.75%	5,000	AAA	104.03	5,202	0.4%	5,208	0.4%	-7	-0.1%	2.79%	FRES
86387SER7	SLMA	07/25/2003	3.04%	5,000	AAA	100.30	5,015	0.3%	5,000	0.3%	15	0.3%	3.03%	FRES
3133ML4Z5	FHLB BDS	07/30/2003	2.78%	5,000	AAA	99.99	4,999	0.3%	5,000	0.3%	-1	0.0%	2.77%	FRES
3133MGV37	FHLB BDS	08/15/2003	4.13%	5,600	AAA	101.83	5,702	0.4%	5,588	0.4%	115	2.1%	4.24%	FRES
31359MKT9	FNMA	08/15/2003	4.00%	5,000	AAA	101.70	5,085	0.3%	5,075	0.3%	10	0.2%	2.91%	FRES
3133MLMM4	FHLB	08/22/2003	2.96%	5,000	AAA	100.14	5,007	0.3%	5,000	0.3%	7	0.1%	2.95%	FRES
3133MLMM4	FHLB	08/22/2003	2.96%	5,000	AAA	100.14	5,007	0.3%	5,000	0.3%	7	0.1%	2.95%	FRES
31359MED1	FNMA	08/25/2003	5.91%	1,000	AAA	103.50	1,035	0.1%	1,006	0.1%	29	2.9%	5.65%	WE
31359MED1	FNMA	08/25/2003	5.91%	3,000	AAA	103.50	3,105	0.2%	2,939	0.2%	166	5.6%	6.68%	WE
3133MLKJ3	FHLB	08/26/2003	3.00%	1,300	AAA	100.18	1,302	0.1%	1,300	0.1%	2	0.2%	2.99%	FRES
3133MLKJ3	FHLB	08/26/2003	3.00%	2,785	AAA	100.18	2,790	0.2%	2,785	0.2%	5	0.2%	2.99%	FRES
31331LZU5	FFCB BDS	08/28/2003	3.00%	5,000	AAA	100.16	5,008	0.3%	5,001	0.3%	7	0.1%	2.99%	FRES
3133MSJK7	FHLB	09/02/2003	5.63%	2,000	AAA	102.67	2,053	0.1%	1,941	0.1%	112	5.8%	6.75%	WE
312924EC3	FHLMC SER MTN	09/04/2003	4.15%	5,000	AAA	101.02	5,051	0.3%	4,996	0.3%	55	1.1%	4.19%	FRES
3136FOYU0	FNMA NTS	09/10/2003	4.25%	5,000	AAA	101.09	5,055	0.3%	5,000	0.3%	52	1.0%	4.23%	FRES
3136FOYU0	FNMA NTS	09/10/2003	4.25%	5,000	AAA	101.09	5,055	0.3%	5,002	0.3%	52	1.0%	4.23%	FRES
j134A4HG2	FHLMC	09/15/2003	3.50%	5,000	AAA	100.91	5,045	0.3%	5,034	0.3%	11	0.2%	3.03%	FRES
31331LEG9	FFCB	09/22/2003	5.00%	3,500	AAA	101.55	3,554	0.2%	3,498	0.2%	56	1.6%	5.01%	WI
3133MDXG3	FHLB	10/10/2003	5.04%	1,500	AAA	100.33	1,505	0.1%	1,494	0.1%	11	0.7%	5.19%	FRES
312924KY8	FHLMC MTN	10/10/2003	3.50%	5,000	AAA	101.02	5,051	0.3%	5,000	0.3%	51	1.0%	3.50%	FRES
3136FOP48	FNMA	10/15/2003	3.40%	5,000	AAA	100.63	5,031	0.3%	5,006	0.3%	25	0.5%	3.33%	FRES
31331LA40	FFCB BDS	10/24/2003	2.88%	5,000	AAA	99.86	4,993	0.3%	4,975	0.3%	18	0.4%	3.17%	FRES
3136F02E1	FNMA	11/13/2003	3.15%	5,000	AAA	100.19	5,009	0.3%	4,991	0.3%	19	0.4%	3.25%	FRES
3136F02L5	FNMA	11/13/2003	3.20%	5,000	AAA	100.19	5,009	0.3%	5,000	0.3%	9	0.2%	3.20%	FRES
3133MKFC6	FHLB BDS	11/14/2003	3.13%	5,000	AAA	102.05	5,102	0.4%	4,981	0.3%	122	2.4%	3.34%	FRES
31359MEG4	FNMA	11/14/2003	4.75%	5,000	AAA	102.80	5,140	0.4%	5,165	0.4%	-25	-0.5%	3.12%	FRES
31359MEG4	FNMA	11/14/2003	4.75%	5,000	AAA	102.80	5,140	0.4%	5,131	0.4%	9	0.2%	3.33%	FRES
3133MAB46	FHLB	11/14/2003	6.38%	3,000	AAA	104.22	3,127	0.2%	3,053	0.2%	74	2.4%	5.69%	W
3134A4C05	FHLMC	11/15/2003	6.38%	5,000	AAA	105.47	5,273	0.4%	5,225	0.4%	49	0.9%	4.21%	FRES
3134A4C05	FHLMC	11/15/2003	6.38%	5,000	AAA	105.47	5,273	0.4%	5,282	0.4%	-8	-0.2%	3.33%	FRES
31359MLR2	FNMA	11/15/2003	3.13%	5,000	AAA	100.11	5,005	0.3%	4,989	0.3%	16	0.3%	3.24%	FR
31359MLR2	FNMA	11/15/2003	3.13%	5,000	AAA	100.11	5,005	0.3%	4,978	0.3%	27	0.5%	3.36%	FR
31359MLR2	FNMA	11/15/2003	3.13%	5,000	AAA	100.11	5,005	0.3%	4,982	0.3%	24	0.5%	3.32%	FR
3133M6E38	FHLB BD	11/17/2003	5.38%	2,000	AAA	103.98	2,080	0.1%	2,079	0.1%	0	0.0%	3.00%	FR
312924VP5	FHLMC MTN	11/28/2003	3.05%	5,000	AAA	99.95	4,998	0.3%	4,995	0.3%	3	0.1%	3.10%	FR
3134A4JH8	FHLMC	12/15/2003	3.25%	5,000	AAA	100.22	5,011	0.3%	4,996	0.3%	15	0.3%	3.29%	FR
3133MHBE3	FHLB	12/18/2003	4.32%	5,000	AAA	100.72	5,036	0.3%	5,000	0.3%	36	0.7%	4.31%	FR
3133M6W46	FHLB BDS SER 6102	12/22/2003	5.31%	4,000	AAA	103.94	4,157	0.3%	4,144	0.3%	13	0.3%	3.38%	FF
3133MKJ21	FHLB	12/26/2003	3.51%	5,000	AAA	100.09	5,005	0.3%	5,000	0.3%	5	0.1%	3.51%	FF
3133MCRV9	FHLB BDS	01/05/2004	5.38%	5,000	AAA	103.89	5,195	0.4%	5,205	0.4%	-10	-0.2%	3.09%	FF
3134A4JN5	FHLMC MTN	01/15/2004	3.25%	9,800	AAA	100.11	9,811	0.7%	9,736	0.7%	75	0.8%	3.62%	FF
3134A4JN5	FHLMC MTN	01/15/2004	3.25%	15,000	AAA	100.11	15,016	1.0%	14,947	1.0%	69	0.5%	3.44%	FF
3134A4JN5	FHLMC MTN	01/15/2004	3.25%	5,000	AAA	100.11	5,005	0.3%	4,991	0.3%	15	0.3%	3.35%	FF
3134A2T99	FHLMC	01/15/2004	5.00%	3,000	AAA	102.06	3,062	0.2%	2,848	0.2%	214	7.5%	6.73%	FF
31331H6G7	FFCB BDS	01/23/2004	5.40%	6,500	AAA	104.09	6,766	0.5%	6,493	0.4%	273	4.2%	5.44%	FI
3136F1GX2	FNMA NTS	01/23/2004	3.25%	5,200	AAA	100.14	5,207	0.4%	5,200	0.4%	7	0.1%	3.25%	FI
31331H6G7	FFCB	01/23/2004	5.40%	1,275	AAA	102.88	1,312	0.1%	1,274	0.1%	37	2.9%	5.42%	FI
3133MKYU5	FHLB	01/29/2004	3.64%	5,000	AAA	100.45	5,023	0.3%	5,000	0.3%	23	0.5%	3.64%	F
312924W25	FHLMC MTN	01/30/2004	3.33%	5,000	AAA	100.16	5,008	0.3%	4,988	0.3%	20	0.4%	3.46%	F
3136F1JF8	FNMA	02/05/2004	3.13%	5,350	AAA	99.84	5,342	0.4%	5,328	0.4%	13	0.3%	3.34%	F
3129243R2	FHLMC MTN	02/11/2004	3.39%	5,000	AAA	100.13	5,006	0.3%	5,000	0.3%	6	0.1%	3.39%	F
3133MD7D9	FHLB EW04	02/13/2004	5.25%	5,000	AAA	103.63	5,181	0.4%	5,193	0.4%	-12	-0.2%	3.20%	F
3129244J9	FHLMC MTN1	02/13/2004	3.50%	7,000	AAA	100.31	7,022	0.5%	7,000	0.5%	22	0.3%	3.50%	F
31359MEM1	FNMA	02/13/2004	5.13%	2,000	AAA	102.25	2,045	0.1%	1,902	0.1%	143	7.5%	6.77%	F
3129246C2	FHLMC MTN	02/20/2004	3.50%	5,000	AAA	100.33	5,016	0.3%	5,006	0.3%	10	0.2%	3.43%	F
3129246C2	FHLMC MTN	02/20/2004	3.50%	5,000	AAA	100.33	5,016	0.3%	4,998	0.3%	19	0.4%	3.52%	F
312925BK5	FHLMC MTN	03/18/2004	3.50%	5,000	AAA	99.80	4,990	0.3%	4,993	0.3%	-3	-0.1%	3.57%	F



# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Investment Type

Issuer	Maturity	Coupon	Par Value ('000)	Rating (Moody's/Findley)	Market Price	Market Value (\$'000)	Percent Portfolio (Market)	Cost Value (\$'000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$'000)	Unrealized Gain/Loss (Percent)	Yield	Manager	
<b>j) CORPORATE NOTE (8.8) continued</b>														
812404AU5	SEARS ROEBUCK ACCEP	05/15/2002	6.95%	5,000	A3	100.54	5,027	0.3%	5,003	0.3%	24	0.5%	6.86%	FRESNO
37042WZV6	GENERAL MTRS MTN	06/06/2002	7.50%	3,000	A2	101.36	3,041	0.2%	3,073	0.2%	-32	-1.1%	2.96%	FRESNO
37042R2C5	GMAC MTN	06/10/2002	6.75%	1,000	A2	101.22	1,012	0.1%	1,020	0.1%	-8	-0.8%	2.51%	FRESNO
89350LFZ0	TRANSAMERICA FIN	06/10/2002	6.38%	5,000	A3	100.97	5,049	0.3%	5,092	0.4%	-44	-0.9%	2.51%	FRESNO
12560MBT4	CIT GRP MTN	06/14/2002	6.50%	1,700	A2	99.37	1,689	0.1%	1,727	0.1%	-38	-2.2%	5.07%	FRESNO
345397GN7	FORD MTR CR NT	06/15/2002	8.00%	2,000	A3	100.61	2,012	0.1%	2,065	0.1%	-53	-2.6%	3.29%	FRESNO
23383FAH8	DAIMLERCHRYSLER NOAM	06/18/2002	6.59%	5,000	A3	101.05	5,053	0.3%	5,014	0.3%	39	0.8%	6.33%	FRESNO
42333HLX8	HELLER FINL MTNI	07/22/2002	6.50%	5,750	AAA	101.67	5,846	0.4%	5,823	0.4%	23	0.4%	5.41%	FRESNO
059438AD3	BANC ONE SRNT	08/01/2002	7.25%	5,000	A1	101.96	5,098	0.4%	5,045	0.3%	53	1.1%	6.61%	FRESNO
893502CY8	TRANSAMER FIN CORP	08/15/2002	7.25%	2,900	A3	101.90	2,955	0.2%	2,987	0.2%	-32	-1.1%	2.68%	FRESNO
893502CY8	TRANSAMER FIN CORP	08/15/2002	7.25%	7,000	A3	101.90	7,133	0.5%	7,215	0.5%	-82	-1.1%	2.72%	FRESNO
423328B05	HELLER FINL INC	08/23/2002	7.50%	5,000	AAA	102.15	5,108	0.4%	5,143	0.4%	-36	-0.7%	5.18%	FRESNO
345397RS4	FORD MTR CR CO	09/10/2002	6.55%	5,495	A3	101.01	5,551	0.4%	5,640	0.4%	-90	-1.6%	2.95%	FRESNO
81240QFQ0	SEARS ROEBUCK MTN3	09/19/2002	7.01%	5,000	A3	101.92	5,096	0.4%	5,112	0.4%	-16	-0.3%	5.33%	FRESNO
369622FE0	GECC MTN	09/24/2002	8.75%	3,000	AAA	103.37	3,101	0.2%	3,117	0.2%	-16	-0.5%	7.07%	FRESNO
040420BA8	ARISTAR INC	10/01/2002	6.30%	5,000	A3	101.78	5,089	0.3%	5,051	0.3%	38	0.7%	5.51%	FRESNO
12560QBC2	CIT GRP HLDGS MTN	10/01/2002	6.38%	5,225	A2	100.86	5,270	0.4%	5,306	0.4%	-36	-0.7%	5.25%	FRESNO
81240QFV5	SEARS ROEBUCK MTN3	10/03/2002	6.93%	2,400	A3	102.59	2,462	0.2%	2,473	0.2%	-11	-0.4%	3.14%	FRESNO
81240QFV5	SEARS ROEBUCK MTN3	10/03/2002	6.93%	3,200	A3	102.59	3,283	0.2%	3,320	0.2%	-37	-1.1%	3.07%	FRESNO
23383FAJ4	DAIMLERCHRYSLER N AM	10/15/2002	6.84%	5,000	A3	102.08	5,104	0.4%	5,050	0.3%	53	1.1%	6.13%	FRESNO
81240QGK3	SEARS ROE TR-154-III	10/17/2002	6.82%	2,400	A3	102.68	2,464	0.2%	2,477	0.2%	-13	-0.5%	3.01%	FRESNO
24422ELK2	DEERE JOHN CAP MTN	10/18/2002	6.90%	2,570	A3	102.54	2,635	0.2%	2,628	0.2%	7	0.3%	5.25%	FRESNO
441812G2C	HFC NTS	11/01/2002	5.88%	4,000	A2	101.69	4,068	0.3%	4,042	0.3%	26	0.6%	5.15%	FRESNO
441812G2C	HFC NTS	11/01/2002	5.88%	5,000	A2	101.69	5,085	0.3%	5,055	0.3%	29	0.6%	5.11%	FRESNO
345397GQ0	FORD MTR CR CO	11/15/2002	7.75%	1,400	A3	102.27	1,432	0.1%	1,446	0.1%	-14	-1.0%	5.46%	FRESNO
345397GQ0	FORD MTR CR CO	11/15/2002	7.75%	1,500	A3	102.27	1,534	0.1%	1,553	0.1%	-19	-1.2%	3.65%	FRESNO
345397GQ0	FORD MTR CR CO	11/15/2002	7.75%	5,000	A3	102.27	5,113	0.4%	5,207	0.4%	-93	-1.8%	3.21%	FRESNO
976656BR8	WISCONSIN ELECTRIC	12/01/2002	6.63%	900	AA3	102.02	918	0.1%	922	0.1%	-4	-0.5%	5.02%	WELL
976656BR8	WISCONSIN ELECTRIC	12/01/2002	6.63%	1,000	AA3	102.02	1,020	0.1%	1,025	0.1%	-5	-0.5%	5.02%	WELL
12560QAH2	CIT GROUP INC MTN	12/15/2002	6.15%	5,000	A2	100.87	5,043	0.3%	5,068	0.3%	-25	-0.5%	5.28%	FRESNO
12560QAH2	CIT GROUP INC MTN	12/15/2002	6.15%	5,000	A2	100.87	5,043	0.3%	5,050	0.3%	-7	-0.1%	5.47%	FRESNO
345397RT2	FORD MTR CR CO	01/14/2003	6.00%	5,000	A3	101.21	5,060	0.3%	5,046	0.3%	15	0.3%	5.43%	FRESNO
22237LDZ2	CNTRYWD HOME MTN	01/15/2003	6.28%	850	A3	102.75	873	0.1%	879	0.1%	-6	-0.7%	2.68%	FRESNO
397SN4	FORD MTR CR CORP	01/15/2003	7.25%	2,000	A3	102.27	2,045	0.1%	2,073	0.1%	-28	-1.3%	3.82%	FRESNO
138AA1	HUNTINGTON NATL BK	01/15/2003	7.63%	3,000	A2	103.76	3,113	0.2%	3,149	0.2%	-36	-1.1%	3.03%	FRESNO
14912LK26	CATERPILLAR FINL MTN	01/15/2003	7.93%	5,000	A2	104.58	5,229	0.4%	5,281	0.4%	-53	-1.0%	2.51%	FRESNO
22237LDZ2	CNTRYWD HOME MTN	01/15/2003	6.28%	5,000	A3	102.75	5,138	0.4%	5,174	0.4%	-37	-0.7%	2.98%	FRESNO
201615DJ7	COMMERCIAL CR GRP	01/15/2003	5.88%	5,000	AA1	102.54	5,127	0.4%	5,177	0.4%	-50	-1.0%	2.54%	FRESNO
423328BR3	HELLER FINANCIAL	01/15/2003	6.40%	5,000	AAA	103.07	5,154	0.4%	5,201	0.4%	-47	-0.9%	3.15%	FRESNO
345397GS6	FORD MTR CR NT	01/15/2003	7.50%	5,500	A3	102.48	5,637	0.4%	5,680	0.4%	-44	-0.8%	5.51%	FRESNO
345397GS6	FORD MTR CR NT	01/15/2003	7.50%	6,100	A3	102.48	6,251	0.4%	6,305	0.4%	-53	-0.8%	5.36%	FRESNO
37042WVU2	GMAC MTN	01/15/2003	5.63%	6,445	A2	101.25	6,526	0.4%	6,402	0.4%	124	1.9%	6.01%	FRESNO
370425QR4	GMAC NT	01/22/2003	5.88%	1,400	A2	101.71	1,424	0.1%	1,431	0.1%	-7	-0.5%	3.84%	FRESNO
370425QR4	GMAC NT	01/22/2003	5.88%	7,275	A2	101.71	7,399	0.5%	7,438	0.5%	-38	-0.5%	3.90%	FRESNO
79548BEGD8	SALOMON SB MTNI	01/24/2003	5.56%	3,750	AA1	102.66	3,850	0.3%	3,871	0.3%	-22	-0.6%	2.58%	FRESNO
36962GUN2	GECC	02/03/2003	7.00%	288	AAA	104.24	300	0.0%	301	0.0%	-1	-0.3%	2.48%	FRESNO
08172MHU3	BENEFICIAL MTN	02/18/2003	6.25%	5,000	A2	102.51	5,125	0.4%	5,193	0.4%	-68	-1.3%	2.54%	FRESNO
81240QKX9	SEARS ROEBUCK	02/20/2003	6.02%	3,163	A3	102.18	3,232	0.2%	3,243	0.2%	-11	-0.3%	3.80%	FRESNO
81240QGW6	SEARS ROEBUCK MTN3	02/20/2003	6.54%	5,000	A3	102.66	5,133	0.4%	5,095	0.4%	38	0.7%	5.42%	FRESNO
441812EZ3	HFC NTS	03/01/2003	6.88%	3,000	A2	102.74	3,082	0.2%	3,129	0.2%	-46	-1.5%	3.26%	FRESNO
45974VWM6	INTERNATIONAL LSE	03/12/2003	5.90%	750	A1	102.60	769	0.1%	772	0.1%	-3	-0.4%	3.58%	FRESNO
277461AL3	EASTMAN KODAK	03/15/2003	9.38%	3,000	A-	103.87	3,116	0.2%	3,202	0.2%	-86	-2.7%	5.52%	FRESNO
125577AF3	CIT GROUP INC	03/15/2003	7.38%	3,240	A2	97.98	3,174	0.2%	3,406	0.2%	-232	-6.8%	3.21%	FRESNO
125577AF3	CIT GROUP INC	03/15/2003	7.38%	5,000	A2	97.98	4,899	0.3%	5,295	0.4%	-396	-7.5%	2.91%	FRESNO
277461AL3	EASTMAN KODAK	03/15/2003	9.38%	5,000	A-	103.87	5,194	0.4%	5,237	0.4%	-43	-0.8%	5.14%	FRESNO
74046RFV8	PREMIER AUTO TRUST	04/08/2003	6.27%	85	AAA	100.34	85	0.0%	85	0.0%	0	0.3%	6.26%	WELL
073902AH1	BEAR STEARNS	04/15/2003	6.75%	3,500	A2	103.59	3,626	0.2%	3,586	0.2%	40	1.1%	5.40%	FRESNO
61745EPL9	MORGAN STANLEY DEAN	04/15/2003	7.38%	2,000	AA3	104.05	2,081	0.1%	2,019	0.1%	62	3.1%	6.94%	WELL
81240QGGZ9	SEARS ROEBUCK ACCEP	04/21/2003	7.25%	5,000	A3	104.50	5,225	0.4%	5,243	0.4%	-18	-0.3%	3.76%	FRESNO
45974VXJ2	INTL LEASE MTN-K	05/01/2003	5.22%	3,000	A1	101.79	3,054	0.2%	3,044	0.2%	10	0.3%	4.22%	FRESNO
364760AC2	GAP INC	05/01/2003	5.63%	5,000	BA3	96.88	4,844	0.3%	5,018	0.3%	-174	-3.5%	5.43%	FRESNO
364760AC2	GAP INC	05/01/2003	5.63%	5,000	BA3	96.88	4,844	0.3%	5,017	0.3%	-73	-1.4%	3.98%	FRESNO
872287AM9	TCI COMM INC	05/01/2003	6.38%	5,000	BAA2	102.10	5,105	0.4%	5,112	0.4%	-7	-0.1%	4.61%	FRESNO
872287AM9	TCI COMM INC	05/01/2003	6.38%	5,000	BAA2	102.10	5,105	0.4%	5,112	0.4%	-7	-0.1%	4.61%	FRESNO
872287AM9	TCI COMM INC	05/01/2003	6.38%	10,430	BAA2	102.10	10,649	0.7%	10,823	0.7%	-174	-1.6%	3.73%	FRESNO
635349AA1	NATIONAL CITY BK	05/01/2003	6.50%	1,000	A1	102.87	1,029	0.1%	1,028	0.1%	1	0.1%	4.94%	WELL
43760WAK5	HOMESIDE LENDING INC	05/15/2003	6.20%	2,825	A2	102.09	2,884	0.2%	2,870	0.2%	14	0.5%	4.97%	FRESNO
423328BN2	HELLER FINL INC	05/15/2003	7.88%	5,000	AAA	105.63	5,281	0.4%	5,343	0.4%	-61	-1.1%	2.95%	FRESNO
52517POD6	LEHMAN BROS MTNF	05/15/2003	7.00%	5,000	A2	104.33	5,217	0.4%	5,268	0.4%	-51	-1.0%	3.13%	FRESNO
423328BN2	HELLER FINL INC	05/15/2003	7.88%	5,500	AAA	105.63	5,809	0.4%	5,881	0.4%	-72	-1.2%	3.37%	FRESNO
98157DAB2	WORLDCOM INC	05/15/2003	7.88%	6,037	A3	99.70	6,019	0.4%	6,325	0.4%	-306	-4.8%	4.36%	FRESNO
22237LKU5	COUNTRYWIDE HOME LNS	05/22/2003	5.25%	5,000	A3	102.55	5,127	0.4%	5,124	0.4%	4	0.1%	3.65%	FRESNO
22237LKU5	COUNTRYWIDE HOME LNS	05/22/2003	5.25%	5,000	A3	102.55	5,127	0.4%	5,154	0.4%	-27	-0.5%	3.17%	FRESNO

# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Investment Type

Cusip	Issuer	Maturity	Coupon	Par Value (000)	Rating (Moody's/Findley)	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>j) CORPORATE NOTE (8.8) continued</b>														
22237LKU5	COUNTRYWIDE HOME LNS	05/22/2003	5.25%	5,000	A3	102.55	5,127	0.4%	5,120	0.4%	7	0.1%	3.70%	FRESN
36962GUX0	GECC MTN	06/05/2003	7.50%	6,070	AAA	105.42	6,399	0.4%	6,526	0.4%	-127	-2.0%	2.50%	FRESN
45974VYD4	INTL LEASE FIN MTN	07/01/2003	4.65%	1,300	A1	101.33	1,317	0.1%	1,320	0.1%	-3	-0.2%	3.65%	FRESN
45974VXY9	INTERNATL LEASE MTN	07/01/2003	4.95%	2,000	A1	101.64	2,033	0.1%	2,031	0.1%	2	0.1%	3.96%	FRESN
45974VXY9	INTERNATL LEASE MTN	07/01/2003	4.95%	3,000	A1	101.64	3,049	0.2%	3,046	0.2%	3	0.1%	3.96%	FRESN
36962GTR5	GECC MTNA	07/23/2003	6.27%	2,200	AAA	103.98	2,288	0.2%	2,313	0.2%	-25	-1.1%	2.72%	FRESN
61745EQN4	MORGAN ST DEAN W	08/15/2003	7.13%	2,000	AA3	105.30	2,106	0.1%	2,124	0.1%	-18	-0.8%	2.99%	FRESN
87924FCG9	TELE COMM MTN	09/05/2003	7.49%	1,000	AA*	105.47	1,055	0.1%	1,044	0.1%	10	1.0%	4.70%	FRESN
36962GVF8	GECC MTN	09/11/2003	6.75%	5,000	AAA	105.07	5,253	0.4%	5,286	0.4%	-33	-0.6%	3.17%	FRESN
718154BP1	PHILIP MORRIS MTN	10/15/2003	8.25%	2,000	A2	107.11	2,142	0.1%	2,171	0.1%	-29	-1.3%	3.63%	FRESN
37042WAX9	GMAC MTN	10/20/2003	6.63%	5,000	A2	102.83	5,141	0.4%	4,940	0.3%	202	4.1%	7.07%	FRESN
04003JS9	ASSOC CORP NA	11/01/2003	5.75%	2,500	AA1	102.78	2,569	0.2%	2,535	0.2%	35	1.4%	5.14%	WELL
37042WXS9	GMAC MTN	11/03/2003	6.75%	3,900	A2	103.13	4,022	0.3%	4,058	0.3%	-36	-0.9%	4.49%	FRESN
36962GUJ1	GEN ELEC CAP CO MTNA	11/03/2003	6.81%	2,500	AAA	104.72	2,618	0.2%	2,608	0.2%	10	0.4%	4.99%	WELL
718154CE5	PHILIP MORRIS NT	12/01/2003	6.80%	5,000	A2	105.04	5,252	0.4%	5,237	0.4%	14	0.3%	3.89%	FRESN
718154CE5	PHILIP MORRIS NT	12/01/2003	6.80%	3,525	A2	105.04	3,703	0.3%	3,691	0.3%	11	0.3%	3.91%	FRESN
910581AE7	UNITED HEALTHCARE GP	12/01/2003	6.60%	5,000	A3	104.45	5,222	0.4%	5,268	0.4%	-46	-0.9%	3.55%	FRESN
637432BZ7	NATL RURAL UTILS	01/15/2004	6.00%	5,000	A1	102.21	5,111	0.4%	5,147	0.4%	-36	-0.7%	4.36%	FRESN
16161ABV9	CHASE MANHATTAN CORP	04/15/2004	5.75%	1,500	AA3	102.48	1,537	0.1%	1,528	0.1%	9	0.6%	5.01%	WELL
046003KA6	ASSOC CORP NA	04/20/2004	5.80%	4,000	AA1	104.33	4,173	0.3%	4,163	0.3%	10	0.2%	3.75%	FRESN
046003KA6	ASSOC CORP NA	04/20/2004	5.80%	5,000	AA1	104.33	5,217	0.4%	5,209	0.4%	8	0.2%	3.71%	FRESN
24422ENF2	DEERE JOHN CAP CORP	04/30/2004	5.52%	6,500	A3	102.08	6,635	0.5%	6,597	0.5%	38	0.6%	4.76%	FRESN
94975CAE7	WELLS FARGO	05/03/2004	5.45%	5,000	AA2	103.62	5,181	0.4%	5,168	0.4%	13	0.2%	3.79%	FRESN
00138PAA7	AIG SUNAMER GLB 144A	05/10/2004	5.20%	4,300	AAA	103.21	4,438	0.3%	4,370	0.3%	68	1.6%	4.54%	FRESN
45974VYB8	INTL LEASE FIN MTNM	06/07/2004	5.50%	5,900	A1	102.47	6,046	0.4%	5,973	0.4%	73	1.2%	5.02%	FRESN
34527REL3	FORD AUTO OWNER TR	06/15/2004	6.74%	1,460	AAA	102.50	1,497	0.1%	1,480	0.1%	16	1.1%	6.10%	WELL
59018YKB6	MERRILL LYNCH & CO	06/15/2004	5.35%	2,000	AA3	101.71	2,034	0.1%	2,000	0.1%	34	1.7%	5.35%	WELL
002824AL4	ABBOTT LABORATORIES	07/01/2004	5.13%	2,500	AA3	101.91	2,548	0.2%	2,566	0.2%	-18	-0.7%	3.90%	WELL
23383VAK6	DAIMLERCHRYSLER AU	09/06/2004	6.82%	2,500	AAA	102.73	2,568	0.2%	2,536	0.2%	33	1.3%	6.36%	WELL
0258M0AC3	AMEX B MTN	02/07/2005	4.25%	5,000	AA3	100.16	5,008	0.3%	5,018	0.3%	-10	-0.2%	4.12%	FRESN
17303CBK6	CITIBK CR CARD MST	02/15/2006	5.50%	2,000	AAA	102.56	2,051	0.1%	2,083	0.1%	-32	-1.5%	4.39%	WELL
		03/29/2003	6.60%	423,873	A2	102.25	433,423	29.8%	436,070	30.0%	-2,647	-0.6%	4.31%	
<b>k) MUTUAL FUND (8.10)</b>														
09248U718	BLACKROCK PROV TFUND	04/01/2002	1.81%	202	AAA	100.00	202	0.0%	202	0.0%	0	0.0%	1.81%	FRESN
09248U718	BLACKROCK PROV TFUND	04/01/2002	1.81%	127,853	AAA	100.00	127,853	8.8%	127,853	8.8%	0	0.0%	1.81%	FRESN
31617510	FIDELITY GOVT CLASS I	04/01/2002	1.80%	140,500	AAA	100.00	140,500	9.7%	140,500	9.7%	0	0.0%	1.80%	FRESN
	SECURED MARKET DEPOSIT	04/01/2002	1.21%	765	NR	100.00	765	0.1%	765	0.1%	0	0.0%	1.21%	WELL
		04/01/2002	1.80%	269,321		100.00	269,321	18.5%	269,321	18.5%	0	0.0%	1.80%	
<b>m) NON-NEGOTIABLE CD (8.6)</b>														
	KERMAN STATE BANK	02/03/2003	3.15%	1,000	AA	100.00	1,000	0.1%	1,000	0.1%	0	0.0%	3.15%	FRESN
<b>LAIF</b>														
	LAIF-TRANSPORTATION	04/01/2002	2.86%	10,000	NR	100.00	10,000	0.7%	10,000	0.7%	0	0.0%	2.86%	FRESN
	LAIF-TREASURER	04/01/2002	2.86%	40,000	NR	100.00	40,000	2.8%	40,000	2.8%	0	0.0%	2.86%	FRESN
		04/01/2002	2.86%	50,000	NR	100.00	50,000	3.4%	50,000	3.4%	0	0.0%	2.86%	
<b>CASH</b>														
	VAULT	04/01/2002	NA	773	NR	100.00	773	0.1%	773	0.1%	0	0.0%	0.00%	FRESN
	BANK OF THE WEST	04/01/2002	1.60%	29,946	NR	100.00	29,946	2.1%	29,946	2.1%	0	0.0%	1.60%	FRESN
		04/01/2002	1.56%	30,719	NR	100.00	30,719	2.1%	30,719	2.1%	0	0.0%	1.56%	
<b>Total Portfolio</b>		<b>02/26/2003</b>	<b>3.85%</b>	<b>1,439,018</b>		<b>101.05</b>	<b>1,454,159</b>	<b>100.0%</b>	<b>1,453,196</b>	<b>100.0%</b>	<b>963</b>	<b>0.1%</b>	<b>3.24%</b>	

\* Standard & Poors

Note: Fresno provided Commercial Paper Moody/S&P Ratings

# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Maturity Date

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	Rating Moody's/Findley	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manag
<b>Less than 1 Month</b>														
	VAULT	04/01/2002	NA	773	NR	100.00	773	0.1%	773	0.1%	0	0.0%	0.00%	FRES
	SECURED MARKET DEPOSIT	04/01/2002	1.21%	765	NR	100.00	765	0.1%	765	0.1%	0	0.0%	1.21%	WEL
	BANK OF THE WEST	04/01/2002	1.60%	29,946	NR	100.00	29,946	2.1%	29,946	2.1%	0	0.0%	1.60%	FRES
31617510	FIDELITY GOVT CLASS I	04/01/2002	1.80%	140,500	AAA	100.00	140,500	9.7%	140,500	9.7%	0	0.0%	1.80%	FRES
09248U718	BLACKROCK PROV TFUND	04/01/2002	1.81%	202	AAA	100.00	202	0.0%	202	0.0%	0	0.0%	1.81%	FRES
09248U718	BLACKROCK PROV TFUND	04/01/2002	1.81%	127,853	AAA	100.00	127,853	8.8%	127,853	8.8%	0	0.0%	1.81%	FRES
34774-0519	UBS PAINE WEBBER REPO	04/01/2002	1.86%	20,000	NR	100.00	20,000	1.4%	20,000	1.4%	0	0.0%	1.86%	FRES
4U0019471	SALOMON GOVT REPO	04/01/2002	1.86%	350	NR	100.00	350	0.0%	350	0.0%	0	0.0%	1.86%	FRES
9906749A3	BARCLAYS DZW SEC AGCY	04/01/2002	1.90%	250	NR	100.00	250	0.0%	250	0.0%	0	0.0%	1.90%	WEL
991267AB1	1ST BOSTON AGCY REPO	04/01/2002	1.90%	300	NR	100.00	300	0.0%	300	0.0%	0	0.0%	1.90%	WEL
	LAIF-TRANSPORTATION	04/01/2002	2.86%	10,000	NR	100.00	10,000	0.7%	10,000	0.7%	0	0.0%	2.86%	FRES
	LAIF-TREASURER	04/01/2002	2.86%	40,000	NR	100.00	40,000	2.8%	40,000	2.8%	0	0.0%	2.86%	FRES
	BEAR STEARNS CO	04/02/2002	1.80%	38,500	NR	100.00	38,500	2.6%	38,500	2.6%	0	0.0%	1.80%	FRES
07389BD24	BEAR STEARNS DC/P	04/02/2002	NA	50,000	P-1	99.97	49,984	3.4%	49,987	3.4%	-3	0.0%	1.91%	FRES
43515MD48	HOLLAND LMTD SEC DC/P	04/04/2002	NA	5,000	A-1*	99.96	4,998	0.3%	4,998	0.3%	0	0.0%	2.03%	FRES
37042ED57	GMCC DC/P	04/05/2002	NA	5,000	P-1	99.84	4,992	0.3%	4,991	0.3%	1	0.0%	2.25%	FRES
87123MDA5	SYDNEY CAP INC DC/P	04/10/2002	NA	5,000	P-1	99.92	4,996	0.3%	4,996	0.3%	0	0.0%	1.88%	FRES
09203MDB0	BLACK FOREST CORP DC/P	04/11/2002	NA	5,000	P-1	99.91	4,996	0.3%	4,996	0.3%	0	0.0%	1.88%	FRES
41068LDC7	HANNOVER FDG COLLC DC/P	04/12/2002	NA	5,000	P-1	99.91	4,995	0.3%	4,995	0.3%	0	0.0%	1.88%	FRES
0527M1DF9	AUTOBAHN FDG DC/P	04/15/2002	NA	5,000	P-1	99.78	4,989	0.3%	4,995	0.3%	-6	-0.1%	1.90%	FRES
381317AF3	GOLDEN WEST FINL	04/15/2002	8.38%	4,825	A2	100.46	4,847	0.3%	4,935	0.3%	-88	-1.8%	6.48%	FRES
88562UDJ4	3 PILLARS DC/P	04/18/2002	NA	5,000	P-1	99.88	4,994	0.3%	4,995	0.3%	0	0.0%	1.88%	FRES
68028UDJ4	OLD SLIP FDG DC/P	04/18/2002	NA	5,000	P-1	99.88	4,994	0.3%	4,995	0.3%	0	0.0%	1.88%	FRES
64072MDJ6	NEPTUNE FDG CORP DC/P	04/18/2002	NA	5,000	A-1*	99.88	4,994	0.3%	4,994	0.3%	0	0.0%	1.90%	FRES
37042EDJ7	GECC DC/P	04/18/2002	NA	5,000	P-1	99.76	4,988	0.3%	4,969	0.3%	19	0.4%	2.28%	FRES
0454E3DK0	ASSET ONE SECRT DC/P	04/19/2002	NA	5,000	A-1+*	99.87	4,994	0.3%	4,994	0.3%	-1	0.0%	1.88%	FRES
8P52UDN5	3 PILLARS FDG DC/P	04/22/2002	NA	5,000	P-1	99.86	4,993	0.3%	4,994	0.3%	0	0.0%	1.88%	FRES
WMH1	GMCC SER MTN	04/24/2002	7.05%	1,865	A2	100.68	1,878	0.1%	1,898	0.1%	-20	-1.1%	2.92%	FRES
43515MDW6	HOLLAND LMTD SEC DC/P	04/30/2002	NA	5,000	A-1*	99.82	4,991	0.3%	4,991	0.3%	0	0.0%	2.01%	FRES
		04/03/2002	1.58%	531,130		99.99	531,062	36.5%	531,160	36.6%	-98	0.0%	1.97%	
<b>1 - 3 Months</b>														
98302ME30	WYETH DC/P	05/03/2002	NA	5,000	A-1*	99.77	4,989	0.3%	4,989	0.3%	-1	0.0%	1.91%	FRES
42333HKN1	HELLER FINL INC MTNI	05/10/2002	5.96%	7,000	AAA	100.71	7,050	0.5%	7,023	0.5%	27	0.4%	5.64%	FRES
812404AU5	SEARS ROEBUCK ACCEP	05/15/2002	6.95%	4,730	A3	100.54	4,756	0.3%	4,841	0.3%	-85	-1.8%	3.12%	FRES
345220AA5	FORD CAP B V	05/15/2002	9.88%	2,320	BAA1	100.77	2,338	0.2%	2,414	0.2%	-76	-3.2%	3.24%	FRES
423328BB8	HELLER FINL INC	05/15/2002	7.00%	2,900	AAA	100.68	2,920	0.2%	2,954	0.2%	-34	-1.2%	5.22%	FRES
812404AU5	SEARS ROEBUCK ACCEP	05/15/2002	6.95%	5,000	A3	100.54	5,027	0.3%	5,003	0.3%	24	0.5%	6.86%	FRES
37042WZV6	GENERAL MTRS MTN	06/06/2002	7.50%	3,000	A2	101.36	3,041	0.2%	3,073	0.2%	-32	-1.1%	2.96%	FRES
89350LFFZ0	TRANSAMERICA FIN	06/10/2002	6.38%	5,000	A3	100.97	5,049	0.3%	5,092	0.4%	-44	-0.9%	2.51%	FRES
37042R2C5	GMCC MTN	06/10/2002	6.75%	1,000	A2	101.22	1,012	0.1%	1,020	0.1%	-8	-0.8%	2.51%	FRES
12560MBT4	CIT GRP MTN	06/14/2002	6.50%	1,700	A2	99.37	1,689	0.1%	1,727	0.1%	-38	-2.2%	5.07%	FRES
345397GN7	FORD MTR CR NT	06/15/2002	8.00%	2,000	A3	100.61	2,012	0.1%	2,065	0.1%	-53	-2.6%	3.29%	FRES
23383FAH8	DAIMLERCHRYSLER NOAM	06/18/2002	6.59%	5,000	A3	101.05	5,053	0.3%	5,014	0.3%	39	0.8%	6.33%	FRES
		05/24/2002	6.15%	44,650		100.64	44,935	3.1%	45,216	3.1%	-281	-0.6%	4.28%	
<b>3 - 6 Months</b>														
42333HLX8	HELLER FINL MTNI	07/22/2002	6.50%	5,750	AAA	101.67	5,846	0.4%	5,823	0.4%	23	0.4%	5.41%	FRES
059438AD3	BANC ONE SRNT	08/01/2002	7.25%	5,000	A1	101.96	5,098	0.4%	5,045	0.3%	53	1.1%	6.61%	FRES
893502CY8	TRANSAMER FIN CORP	08/15/2002	7.25%	2,900	A3	101.90	2,955	0.2%	2,987	0.2%	-32	-1.1%	2.68%	FRES
893502CY8	TRANSAMER FIN CORP	08/15/2002	7.25%	7,000	A3	101.90	7,133	0.5%	7,215	0.5%	-82	-1.1%	2.72%	FRES
423328BQ5	HELLER FINL INC	08/23/2002	7.50%	5,000	AAA	102.15	5,108	0.4%	5,143	0.4%	-36	-0.7%	5.18%	FRES
345397RS4	FORD MTR CR CO	09/10/2002	6.55%	5,495	A3	101.01	5,551	0.4%	5,640	0.4%	-90	-1.6%	2.95%	FRES
81240QFQ0	SEARS ROEBUCK MTN3	09/19/2002	7.01%	5,000	A3	101.92	5,096	0.4%	5,112	0.4%	-16	-0.3%	5.33%	FRES
880591DE9	TENN VALLEY AUTH	09/24/2002	6.00%	1,500	AAA	101.71	1,526	0.1%	1,523	0.1%	2	0.1%	4.93%	WE
369622FED	GECC MTN	09/24/2002	8.75%	3,000	AAA	103.37	3,101	0.2%	3,117	0.2%	-16	-0.5%	7.07%	FRES
		08/23/2002	7.12%	40,645		101.89	41,413	2.8%	41,605	2.9%	-192	-0.5%	4.63%	

# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Maturity Date

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	Rating Moody's/Findley	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manag
<b>6 Months - 1 Year</b>														
12560QBC2	CIT GRP HLDGS MTN	10/01/2002	6.38%	5,225	A2	100.86	5,270	0.4%	5,306	0.4%	-36	-0.7%	5.25%	FRESN
040420BA8	ARISTAR INC	10/01/2002	6.30%	5,000	A3	101.78	5,089	0.3%	5,051	0.3%	38	0.7%	5.51%	FRESN
81240QFX5	SEARS ROEBUCK MTN3	10/03/2002	6.93%	3,200	A3	102.59	3,283	0.2%	3,320	0.2%	-37	-1.1%	3.07%	FRESN
81240QFX5	SEARS ROEBUCK MTN3	10/03/2002	6.93%	2,400	A3	102.59	2,462	0.2%	2,473	0.2%	-11	-0.4%	3.14%	FRESN
23383FAJ4	DAIMLERCHRYSLER N AM	10/15/2002	6.84%	5,000	A3	102.08	5,104	0.4%	5,050	0.3%	53	1.1%	6.13%	FRESN
81240QGG2	SEARS ROE TR-154-III	10/17/2002	6.82%	2,400	A3	102.68	2,464	0.2%	2,477	0.2%	-13	-0.5%	3.01%	FRESN
24422ELK3	DEERE JOHN CAP MTN	10/18/2002	6.90%	2,570	A3	102.54	2,635	0.2%	2,628	0.2%	7	0.3%	5.25%	FRESN
441812GC2	HFC NTS	11/01/2002	5.88%	5,000	A2	101.69	5,085	0.3%	5,055	0.3%	29	0.6%	5.11%	FRESN
441812GC2	HFC NTS	11/01/2002	5.88%	4,000	A2	101.69	4,068	0.3%	4,042	0.3%	26	0.6%	5.15%	FRESN
345397GQ0	FORD MTR CR CO	11/15/2002	7.75%	5,000	A3	102.27	5,113	0.4%	5,207	0.4%	-93	-1.8%	3.21%	FRESN
345397GQ0	FORD MTR CR CO	11/15/2002	7.75%	1,500	A3	102.27	1,534	0.1%	1,553	0.1%	-19	-1.2%	3.65%	FRESN
345397GQ0	FORD MTR CR CO	11/15/2002	7.75%	1,400	A3	102.27	1,432	0.1%	1,446	0.1%	-14	-1.0%	3.46%	FRESN
976656BR8	WISCONSIN ELECTRIC	12/01/2002	6.63%	900	AA3	102.02	918	0.1%	922	0.1%	-4	-0.5%	5.02%	WEL
976656BR8	WISCONSIN ELECTRIC	12/01/2002	6.63%	1,000	AA3	102.02	1,020	0.1%	1,025	0.1%	-5	-0.5%	5.02%	WEL
3133MJYH7	FHLB	12/05/2002	2.16%	5,000	AAA	100.00	5,000	0.3%	4,988	0.3%	12	0.2%	2.41%	FRESN
12560QAH2	CIT GROUP INC MTN	12/15/2002	6.15%	5,000	A2	100.87	5,043	0.3%	5,068	0.3%	-25	-0.5%	5.28%	FRESN
12560QAH2	CIT GROUP INC MTN	12/15/2002	6.15%	5,000	A2	100.87	5,043	0.3%	5,050	0.3%	-7	-0.1%	5.47%	FRESN
312924ZS5	FHLMC MTN	12/27/2002	2.38%	5,000	AAA	100.04	5,002	0.3%	5,000	0.3%	2	0.0%	2.37%	FRESN
3133MKG30	FHLB	12/27/2002	2.43%	5,000	AAA	100.16	5,008	0.3%	5,000	0.3%	8	0.2%	2.43%	FRESN
3133MKGX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRESN
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRESN
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRESN
3133MKJX6	FHLB	12/27/2002	2.46%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.46%	FRESN
345397RT2	FORD MTR CR CO	01/14/2003	6.00%	5,000	A3	101.21	5,060	0.3%	5,046	0.3%	15	0.3%	5.43%	FRESN
14912LK26	CATERPILLAR FINL MTN	01/15/2003	7.93%	5,000	A2	104.58	5,229	0.4%	5,281	0.4%	-53	-1.0%	2.51%	FRESN
201615DJ7	COMMERCIAL CR GRP	01/15/2003	5.88%	5,000	AA1	102.54	5,127	0.4%	5,177	0.4%	-50	-1.0%	2.54%	FRESN
22237LDZ2	CNTRYWD HOME MTN	01/15/2003	6.28%	850	A3	102.75	873	0.1%	879	0.1%	-6	-0.7%	2.68%	FRESN
22237LDZ2	CNTRYWD HOME MTN	01/15/2003	6.28%	5,000	A3	102.75	5,138	0.4%	5,174	0.4%	-37	-0.7%	2.98%	FRESN
6438AA1	HUNTINGTON NATL BK	01/15/2003	7.63%	3,000	A2	103.76	3,113	0.2%	3,149	0.2%	-36	-1.1%	3.03%	FRESN
423328BR3	HELLER FINANCIAL	01/15/2003	6.40%	5,000	AAA	103.07	5,154	0.4%	5,201	0.4%	-47	-0.9%	3.15%	FRESN
345397SN4	FORD MTR CR CORP	01/15/2003	7.25%	2,000	A3	102.27	2,045	0.1%	2,073	0.1%	-28	-1.3%	3.82%	FRESN
345397GS6	FORD MTR CR NT	01/15/2003	6.10%	6,100	A3	102.48	6,251	0.4%	6,305	0.4%	-53	-0.8%	5.36%	FRESN
345397GS6	FORD MTR CR NT	01/15/2003	7.50%	5,500	A3	102.48	5,637	0.4%	5,680	0.4%	-44	-0.8%	5.51%	FRESN
37042VWU2	GMAC MTN	01/15/2003	5.63%	6,445	A2	101.25	6,526	0.4%	6,402	0.4%	124	1.9%	6.01%	FRESN
313M2T23	FHLB	01/16/2003	5.37%	2,000	AAA	102.06	2,041	0.1%	1,951	0.1%	91	4.7%	6.24%	WE
313M2T23	FHLB	01/16/2003	5.37%	3,000	AAA	102.06	3,062	0.2%	2,925	0.2%	137	4.7%	6.25%	WE
370425QR4	GMAC NT	01/22/2003	5.88%	1,400	A2	101.71	1,424	0.1%	1,431	0.1%	-7	-0.5%	3.84%	FRESN
370425QR4	GMAC NT	01/22/2003	5.88%	7,275	A2	101.71	7,399	0.5%	7,438	0.5%	-38	-0.5%	3.90%	FRESN
3133MKY24	FHLB	01/24/2003	2.45%	5,000	AAA	100.07	5,003	0.3%	5,000	0.3%	3	0.1%	2.45%	FRESN
79548EGD8	SALOMON SB MTNI	01/24/2003	5.56%	3,750	AA1	102.66	3,850	0.3%	3,871	0.3%	-22	-0.6%	2.58%	FRESN
863872BC0	SLMA DISC NT	01/27/2003	NA	5,000	AAA	97.95	4,897	0.3%	4,889	0.3%	8	0.2%	2.29%	FRESN
36962GUN2	GECC	02/03/2003	7.00%	288	AAA	104.24	300	0.0%	301	0.0%	-1	-0.3%	2.48%	FRESN
	KERMAN STATE BANK	02/03/2003	3.15%	1,000	AA	100.00	1,000	0.1%	1,000	0.1%	0	0.0%	3.15%	FRESN
08172MHU3	BENEFICIAL MTN	02/18/2003	6.25%	5,000	A2	102.51	5,125	0.4%	5,193	0.4%	-68	-1.3%	2.54%	FRESN
81240QIX9	SEARS ROEBUCK	02/20/2003	6.02%	3,163	A3	102.18	3,232	0.2%	3,243	0.2%	-11	-0.3%	3.80%	FRESN
81240QGW6	SEARS ROEBUCK MTN3	02/20/2003	6.54%	5,000	A3	102.66	5,133	0.4%	5,095	0.4%	38	0.7%	5.42%	FRESN
3133MDGE7	FHLB	02/28/2003	5.00%	5,000	AAA	102.55	5,127	0.4%	5,144	0.4%	-17	-0.3%	2.56%	FRESN
441812EZ3	HFC NTS	03/01/2003	6.88%	3,000	A2	102.74	3,082	0.2%	3,129	0.2%	-46	-1.5%	3.26%	FRESN
45974VWM6	INTERNATIONAL LSE	03/12/2003	5.90%	750	A1	102.60	769	0.1%	772	0.1%	-3	-0.4%	3.58%	FRESN
125577AF3	CIT GROUP INC	03/15/2003	7.38%	5,000	A2	97.98	4,899	0.3%	5,295	0.4%	-396	-7.5%	2.91%	FRESN
125577AF3	CIT GROUP INC	03/15/2003	7.38%	3,240	A2	97.98	3,174	0.2%	3,406	0.2%	-232	-6.8%	3.21%	FRESN
277461AL3	EASTMAN KODAK	03/15/2003	9.38%	5,000	A-	103.87	5,194	0.4%	5,237	0.4%	-43	-0.8%	5.14%	FRESN
277461AL3	EASTMAN KODAK	03/15/2003	9.38%	3,000	A-	103.87	3,116	0.2%	3,202	0.2%	-86	-2.7%	5.52%	FRESN
		01/01/2003	5.67%	205,356		101.56	208,562	14.3%	209,553	14.4%	-992	-0.5%	3.88%	
<b>Over 1 Year</b>														
74046RFV8	PREMIER AUTO TRUST	04/08/2003	6.27%	85	AAA	100.34	85	0.0%	85	0.0%	0	0.3%	6.26%	W
31359MDT7	FNMA	04/15/2003	5.75%	5,000	AAA	104.95	5,248	0.4%	5,205	0.4%	43	0.8%	2.45%	FRESN
31331LXG8	FFCB	04/15/2003	2.65%	5,000	AAA	100.03	5,002	0.3%	5,000	0.3%	2	0.0%	2.64%	FRESN
9902AH1	BEAR STEARNS	04/15/2003	6.75%	3,500	A2	103.59	3,626	0.2%	3,586	0.2%	40	1.1%	5.40%	FRESN

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<b>Over 1 Year (continued)</b>														
61745EPL9	MORGAN STANLEY DEAN	04/15/2003	7.38%	2,000	AA3	104.05	2,081	0.1%	2,019	0.1%	62	3.1%	6.94%	WELL
81240QGZ9	SEARS ROEBUCK ACCEP	04/21/2003	7.25%	5,000	A3	104.50	5,225	0.4%	5,243	0.4%	-18	-0.3%	3.76%	FRESN
872287AM9	TCI COMM INC	05/01/2003	6.38%	10,430	BAA2	102.10	10,649	0.7%	10,823	0.7%	-174	-1.6%	3.73%	FRESN
872287AM9	TCI COMM INC	05/01/2003	6.38%	5,000	BAA2	102.10	5,105	0.4%	5,178	0.4%	-73	-1.4%	3.98%	FRESN
45974VXJ2	INTL LEASE MTN-K	05/01/2003	5.22%	3,000	A1	101.79	3,054	0.2%	3,044	0.2%	10	0.3%	4.22%	FRESN
31331LJU3	FFCB	05/01/2003	4.38%	3,000	AAA	101.23	3,037	0.2%	2,993	0.2%	44	1.5%	4.49%	WELL
872287AM9	TCI COMM INC	05/01/2003	6.38%	5,000	BAA2	102.10	5,105	0.4%	5,112	0.4%	-7	-0.1%	4.61%	FRESN
635349AA1	NATIONAL CITY BK	05/01/2003	6.50%	1,000	A1	102.87	1,029	0.1%	1,028	0.1%	1	0.1%	4.94%	WELL
364760AC2	GAP INC	05/01/2003	5.22%	5,000	BA3	96.88	4,844	0.3%	5,018	0.3%	-174	-3.5%	5.43%	FRESN
364760AC2	GAP INC	05/01/2003	5.63%	5,000	BA3	96.88	4,844	0.3%	5,017	0.3%	-173	-3.5%	5.44%	FRESN
31359MJG9	FNMA NOTES	05/15/2003	4.63%	5,000	AAA	102.42	5,121	0.4%	5,134	0.4%	-13	-0.3%	2.59%	FRESN
423328BN2	HELLER FINL INC	05/15/2003	7.88%	5,000	AAA	105.63	5,281	0.4%	5,343	0.4%	-61	-1.1%	2.95%	FRESN
52517PQD6	LEHMAN BROS MTNF	05/01/2003	7.00%	5,000	A2	104.33	5,217	0.4%	5,268	0.4%	-51	-1.0%	3.13%	FRESN
423328BN2	HELLER FINL INC	05/15/2003	7.88%	5,500	AAA	105.63	5,809	0.4%	5,881	0.4%	-72	-1.2%	3.37%	FRESN
98157DAB2	WORLDCOM INC	05/15/2003	7.88%	6,037	A3	99.70	6,019	0.4%	6,325	0.4%	-306	-4.8%	4.36%	FRESN
43760WAK5	HOMESIDE LENDING INC	05/15/2003	6.20%	2,825	A2	102.09	2,884	0.2%	2,870	0.2%	14	0.5%	4.97%	FRESN
22237LKU5	COUNTRYWIDE HOME LNS	05/22/2003	5.25%	5,000	A3	102.55	5,127	0.4%	5,154	0.4%	-27	-0.5%	3.17%	FRESN
22237LKU5	COUNTRYWIDE HOME LNS	05/22/2003	5.25%	5,000	A3	102.55	5,127	0.4%	5,124	0.4%	4	0.1%	3.65%	FRESN
22237LKU5	COUNTRYWIDE HOME LNS	05/22/2003	5.25%	5,000	A3	102.55	5,127	0.4%	5,120	0.4%	7	0.1%	3.70%	FRESN
36962GUX0	GECC MTN	06/05/2003	7.50%	6,070	AAA	105.42	6,399	0.4%	6,526	0.4%	-127	-2.0%	2.50%	FRESN
45974VYD4	INTL LEASE FIN MTN	07/01/2003	4.65%	1,300	A1	101.33	1,317	0.1%	1,320	0.1%	-3	-0.2%	3.65%	FRESN
45974VXY9	INTERNATL LEASE MTN	07/01/2003	4.95%	2,000	A1	101.64	2,033	0.1%	2,031	0.1%	2	0.1%	3.96%	FRESN
45974VXY9	INTERNATL LEASE MTN	07/01/2003	4.95%	3,000	A1	101.64	3,049	0.2%	3,046	0.2%	3	0.1%	3.96%	FRESN
3134A2KZ0	FHLMC	07/15/2003	5.75%	5,000	AAA	104.03	5,202	0.4%	5,208	0.4%	-7	-0.1%	2.79%	FRESN
36962GTR5	GECC MTNA	07/23/2003	6.27%	2,200	AAA	103.98	2,288	0.2%	2,313	0.2%	-25	-1.1%	2.72%	FRESN
86387SER7	SLMA	07/25/2003	3.04%	5,000	AAA	100.30	5,015	0.3%	5,000	0.3%	15	0.3%	3.03%	FRESN
ML4Z5	FHLB BDS	07/30/2003	2.78%	5,000	AAA	99.99	4,999	0.3%	5,000	0.3%	-1	0.0%	2.77%	FRESN
BMKT9	FNMA	08/15/2003	4.00%	5,000	AAA	101.70	5,085	0.3%	5,075	0.3%	10	0.2%	2.91%	FRESN
61745EQN4	MORGAN ST DEAN W	08/15/2003	7.13%	2,000	AA3	105.30	2,106	0.1%	2,124	0.1%	-18	-0.8%	2.99%	FRESN
3133MGV37	FHLB BDS:	08/15/2003	4.13%	5,600	AAA	101.83	5,702	0.4%	5,588	0.4%	115	2.1%	4.24%	FRESN
3133MLMM4	FHLB	08/22/2003	2.96%	5,000	AAA	100.14	5,007	0.3%	5,000	0.3%	7	0.1%	2.95%	FRESN
3133MLMM4	FHLB	08/22/2003	2.96%	5,000	AAA	100.14	5,007	0.3%	5,000	0.3%	7	0.1%	2.95%	FRESN
31359MED1	FNMA	08/25/2003	5.91%	1,000	AAA	103.50	1,035	0.1%	1,006	0.1%	29	2.9%	5.65%	WELL
31359MED1	FNMA	08/25/2003	5.91%	3,000	AAA	103.50	3,105	0.2%	2,939	0.2%	166	5.6%	6.68%	WELL
3133MLKJ3	FHLB	08/26/2003	3.00%	1,300	AAA	100.18	1,302	0.1%	1,300	0.1%	2	0.2%	2.99%	FRESN
3133MLKJ3	FHLB	08/26/2003	3.00%	2,785	AAA	100.18	2,790	0.2%	2,785	0.2%	5	0.2%	2.99%	FRESN
31331LZU5	FFCB BDS	08/28/2003	3.00%	5,000	AAA	100.16	5,008	0.3%	5,001	0.3%	7	0.1%	2.99%	FRESN
3133M5JK7	FHLB	09/02/2003	5.63%	2,000	AAA	102.67	2,053	0.1%	1,941	0.1%	112	5.8%	6.75%	WELL
312924EC9	FHLMC SER MTN	09/04/2003	4.15%	5,000	AAA	101.02	5,051	0.3%	4,996	0.3%	55	1.1%	4.19%	FRESN
87924FCG9	TELE COMM MTN	09/05/2003	7.49%	1,000	AA-	105.47	1,055	0.1%	1,044	0.1%	10	1.0%	4.70%	FRESN
3136FOYU0	FNMA NTS	09/10/2003	4.25%	5,000	AAA	101.09	5,055	0.3%	5,002	0.3%	52	1.0%	4.23%	FRESN
3136FOYU0	FNMA NTS	09/10/2003	4.25%	5,000	AAA	101.09	5,055	0.3%	5,000	0.3%	55	1.1%	4.25%	FRESN
36962GVF8	GECC MTN	09/11/2003	6.75%	5,000	AAA	105.07	5,253	0.4%	5,286	0.4%	-33	-0.6%	3.17%	FRESN
3134A4HG2	FHLMC	09/15/2003	3.50%	5,000	AAA	100.91	5,045	0.3%	5,034	0.3%	11	0.2%	3.03%	FRESN
31331LEG9	FFCB	09/22/2003	5.00%	3,500	AAA	101.55	3,554	0.2%	3,498	0.2%	56	1.6%	5.01%	WELL
312924KY8	FHLMC MTN	10/10/2003	3.50%	5,000	AAA	101.02	5,051	0.3%	5,000	0.3%	51	1.0%	3.50%	FRESN
3133MDXG3	FHLB	10/10/2003	5.04%	1,500	AAA	100.33	1,505	0.1%	1,494	0.1%	11	0.7%	5.19%	FRESN
3136FOP48	FNMA	10/15/2003	3.40%	5,000	AAA	100.63	5,031	0.3%	5,006	0.3%	25	0.5%	3.33%	FRESN
718154BP1	PHILIP MORRIS MTN	10/15/2003	8.25%	2,000	A2	107.11	2,142	0.1%	2,171	0.1%	-29	-1.3%	3.63%	FRESN
37042WAX9	GMAC MTN	10/20/2003	6.63%	5,000	A2	102.83	5,141	0.4%	4,940	0.3%	202	4.1%	7.07%	FRESN
31331LA40	FFCB BDS	10/24/2003	2.88%	5,000	AAA	99.86	4,993	0.3%	4,975	0.3%	18	0.4%	3.17%	FRESN
04003JS9	ASSOC CORP NA	11/01/2003	5.75%	2,500	AA1	102.78	2,569	0.2%	2,535	0.2%	35	1.4%	5.14%	WELL
37042WKS9	GMAC MTN	11/03/2003	6.75%	3,900	A2	103.13	4,022	0.3%	4,058	0.3%	-36	-0.9%	4.49%	FRESN
36962GUJ1	GEN ELEC CAP CO MTNA	11/03/2003	6.81%	2,500	AAA	104.72	2,618	0.2%	2,608	0.2%	10	0.4%	4.99%	WELL
3136F02L5	FNMA	11/13/2003	3.20%	5,000	AAA	100.19	5,009	0.3%	5,000	0.3%	9	0.2%	3.20%	FRESN
3136F02E1	FNMA	11/13/2003	3.15%	5,000	AAA	100.19	5,009	0.3%	4,991	0.3%	19	0.4%	3.25%	FRESN
31359MEG4	FNMA	11/14/2003	4.75%	5,000	AAA	102.80	5,140	0.4%	5,165	0.4%	-25	-0.5%	3.12%	FRESN
31359MEG4	FNMA	11/14/2003	4.75%	5,000	AAA	102.80	5,140	0.4%	5,131	0.4%	9	0.2%	3.33%	FRESN
3133MKFC6	FHLB BDS	11/14/2003	3.13%	5,000	AAA	102.05	5,102	0.4%	4,981	0.3%	122	2.4%	3.34%	FRESN
3133MABA6	FHLB	11/14/2003	6.38%	3,000	AAA	104.22	3,127	0.2%	3,053	0.2%	74	2.4%	5.69%	WELL
BMRLR2	FNMA	11/15/2003	3.13%	5,000	AAA	100.11	5,005	0.3%	4,989	0.3%	16	0.3%	3.24%	FRESN
BMRLR2	FNMA	11/15/2003	3.13%	5,000	AAA	100.11	5,005	0.3%	4,982	0.3%	24	0.5%	3.32%	FRESN

# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Maturity Date

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	Rating Moody's/Findley	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manager
<b>Over 1 Year (continued)</b>														
3134A4CQ5	FHLMC	11/15/2003	6.38%	5,000	AAA	105.47	5,273	0.4%	5,282	0.4%	-8	-0.2%	3.33%	FRESN
31359MLR2	FNMA	11/15/2003	3.13%	5,000	AAA	100.11	5,005	0.3%	4,978	0.3%	27	0.5%	3.36%	FRESN
3134A4CQ5	FHLMC	11/15/2003	6.38%	5,000	AAA	105.47	5,273	0.4%	5,225	0.4%	49	0.9%	4.21%	FRESN
3133M6E38	FHLB BD	11/17/2003	5.38%	2,000	AAA	103.98	2,080	0.1%	2,079	0.1%	0	0.0%	3.00%	FRESN
312924VP5	FHLMC MTN	11/28/2003	3.05%	5,000	AAA	99.95	4,998	0.3%	4,995	0.3%	3	0.1%	3.10%	FRESN
910581AE7	UNITED HEALTHCARE GP	12/01/2003	6.60%	5,000	A3	104.45	5,222	0.4%	5,268	0.4%	-46	-0.9%	3.55%	FRESN
718154CE5	PHILIP MORRIS NT	12/01/2003	6.80%	5,000	A2	105.04	5,252	0.4%	5,237	0.4%	14	0.3%	3.89%	FRESN
718154CE5	PHILIP MORRIS NT	12/01/2003	6.80%	3,525	A2	105.04	3,703	0.3%	3,691	0.3%	11	0.3%	3.91%	FRESN
3134A4JH8	FHLMC	12/15/2003	3.25%	5,000	AAA	100.22	5,011	0.3%	4,996	0.3%	15	0.3%	3.29%	FRESN
3133MHBE3	FHLB	12/18/2003	4.32%	5,000	AAA	100.72	5,036	0.3%	5,000	0.3%	36	0.7%	4.31%	FRESN
3133M6W46	FHLB BDS SER 6102	12/22/2003	5.31%	4,000	AAA	103.94	4,157	0.3%	4,144	0.3%	13	0.3%	3.38%	FRESN
3133MKJZ1	FHLB	12/26/2003	3.51%	5,000	AAA	100.09	5,005	0.3%	5,000	0.3%	5	0.1%	3.51%	FRESN
3133MCRV9	FHLB BDS	01/05/2004	5.38%	5,000	AAA	103.89	5,195	0.4%	5,205	0.4%	-10	-0.2%	3.09%	FRESN
3134A4JN5	FHLMC MTN	01/15/2004	3.25%	5,000	AAA	100.11	5,005	0.3%	4,991	0.3%	15	0.3%	3.35%	FRESN
3134A4JN5	FHLMC MTN	01/15/2004	3.25%	15,000	AAA	100.11	15,016	1.0%	14,947	1.0%	69	0.5%	3.44%	FRESN
3134A4JN5	FHLMC MTN	01/15/2004	3.25%	9,800	AAA	100.11	9,811	0.7%	9,736	0.7%	75	0.8%	3.62%	FRESN
637432BZ7	NATL RURAL UTILS	01/15/2004	6.00%	5,000	A1	102.21	5,111	0.4%	5,147	0.4%	-36	-0.7%	4.36%	FRESN
3134A2T99	FHLMC	01/15/2004	5.00%	3,000	AAA	102.06	3,062	0.2%	2,848	0.2%	214	7.5%	6.73%	WEL
3136F1GX2	FNMA NTS	01/23/2004	3.25%	5,200	AAA	100.14	5,207	0.4%	5,200	0.4%	7	0.1%	3.25%	FRESN
31331H6G7	FFCB	01/23/2004	5.40%	1,275	AAA	102.88	1,312	0.1%	1,274	0.1%	37	2.9%	5.42%	WEL
31331H6G7	FFCB BDS	01/23/2004	5.40%	6,500	AAA	104.09	6,766	0.5%	6,493	0.4%	273	4.2%	5.44%	FRESN
3133MKYU5	FHLB	01/29/2004	3.64%	5,000	AAA	100.45	5,023	0.3%	5,000	0.3%	23	0.5%	3.64%	FRESN
312924W25	FHLMC MTN	01/30/2004	3.33%	5,000	AAA	100.16	5,008	0.3%	4,988	0.3%	20	0.4%	3.46%	FRESN
3136F1JF8	FNMA	02/05/2004	3.13%	5,350	AAA	99.84	5,342	0.4%	5,328	0.4%	13	0.3%	3.34%	FRESN
3129243R2	FHLMC MTN	02/11/2004	3.39%	5,000	AAA	100.13	5,006	0.3%	5,000	0.3%	6	0.1%	3.39%	FRESN
3133MD7D9	FHLB EW04	02/13/2004	5.25%	5,000	AAA	103.63	5,181	0.4%	5,193	0.4%	-12	-0.2%	3.20%	FRESN
31244J9	FHLMC MTN1	02/13/2004	3.50%	7,000	AAA	100.31	7,022	0.5%	7,000	0.5%	22	0.3%	3.50%	FRESN
3129246C2	FHLMC MTN	02/13/2004	5.13%	2,000	AAA	102.25	2,045	0.1%	1,902	0.1%	143	7.5%	6.77%	WEL
3129246C2	FHLMC MTN	02/20/2004	3.50%	5,000	AAA	100.33	5,016	0.3%	5,006	0.3%	10	0.2%	3.43%	FRESN
312925BK5	FHLMC MTN	02/20/2004	3.50%	5,000	AAA	100.33	5,016	0.3%	4,998	0.3%	19	0.4%	3.52%	FRESN
312925CV0	FHLMC MTN	03/18/2004	3.50%	5,000	AAA	99.80	4,990	0.3%	4,993	0.3%	-3	-0.1%	3.57%	FRESN
16161ABV9	CHASE MANHATTAN CORP	03/25/2004	3.55%	5,000	AAA	100.00	5,000	0.3%	4,966	0.3%	34	0.7%	3.91%	FRESN
046003KA6	ASSOC CORP NA	04/15/2004	5.75%	1,500	AA3	102.48	1,537	0.1%	1,528	0.1%	9	0.6%	5.01%	WEL
046003KA6	ASSOC CORP NA	04/20/2004	5.80%	5,000	AA1	104.33	5,217	0.4%	5,209	0.4%	8	0.2%	3.71%	FRESN
24422ENF2	DEERE JOHN CAP CORP	04/20/2004	5.80%	4,000	AA1	104.33	4,173	0.3%	4,163	0.3%	10	0.2%	3.75%	FRESN
94975CAE7	WELLS FARGO	04/30/2004	5.52%	6,500	A3	102.08	6,635	0.5%	6,597	0.5%	38	0.6%	4.76%	FRESN
00138PAA7	AIG SUNAMER GLB 144A	05/03/2004	5.45%	5,000	AA2	103.62	5,181	0.4%	5,168	0.4%	13	0.2%	3.79%	FRESN
31359MES8	FNMA	05/10/2004	5.20%	4,300	AAA	103.21	4,438	0.3%	4,370	0.3%	68	1.6%	4.54%	FRESN
3134A4EX8	FHLMC	05/14/2004	5.63%	4,300	AAA	104.58	4,497	0.3%	4,317	0.3%	180	4.2%	5.48%	FRESN
3133MJLB4	FHLB	05/15/2004	5.00%	5,000	AAA	103.25	5,163	0.4%	5,160	0.4%	3	0.0%	3.51%	FRESN
3133MLMD4	FHLB	05/19/2004	3.50%	1,295	AAA	99.97	1,295	0.1%	1,295	0.1%	0	0.0%	3.49%	FRESN
3133MJPB0	FHLB	05/21/2004	3.68%	5,000	AAA	100.15	5,008	0.3%	5,000	0.3%	8	0.2%	3.67%	FRESN
312924WX7	FHLB	05/28/2004	3.38%	5,000	AAA	99.66	4,983	0.3%	5,000	0.3%	-17	-0.3%	3.37%	FRESN
45974VYB8	INTL LEASE FIN MTNM	06/03/2004	3.65%	7,655	AAA	100.23	7,672	0.5%	7,644	0.5%	29	0.4%	3.71%	FRESN
3133MK5L7	FHLB Y204	06/07/2004	5.50%	5,900	A1	102.47	6,046	0.4%	5,973	0.4%	73	1.2%	5.02%	FRESN
59018YKB6	MERRILL LYNCH & CO	06/10/2004	3.67%	2,000	AAA	100.27	2,005	0.1%	1,995	0.1%	10	0.5%	3.77%	FRESN
34527REL3	FORD AUTO OWNER TR	06/15/2004	5.35%	2,000	AA3	101.71	2,034	0.1%	2,000	0.1%	34	1.7%	5.35%	WEL
3133MFVA3	FHLB	06/15/2004	6.74%	1,460	AAA	102.50	1,497	0.1%	1,480	0.1%	16	1.1%	6.10%	WEL
3133MKKB2	FHLB	06/28/2004	4.75%	5,000	AAA	102.77	5,138	0.4%	5,127	0.4%	11	0.2%	3.62%	FRESN
31364CW38	FHLB	06/28/2004	4.08%	3,170	AAA	100.16	3,175	0.2%	3,168	0.2%	7	0.2%	4.10%	FRESN
002824AL4	ABBOTT LABORATORIES	06/28/2004	6.48%	4,800	AAA	107.06	5,139	0.4%	4,929	0.3%	210	4.3%	5.58%	FRESN
3136F1EM8	FNMA NTS	07/01/2004	5.13%	2,500	AA3	101.91	2,548	0.2%	2,566	0.2%	-18	-0.7%	3.90%	FRESN
3133MH2X5	FHLB I404	07/08/2004	4.00%	5,000	AAA	100.81	5,041	0.3%	4,998	0.3%	42	0.8%	4.01%	FRESN
3133MGU53	FHLB	07/26/2004	3.75%	3,000	AAA	100.22	3,006	0.2%	2,997	0.2%	10	0.3%	3.79%	FRESN
3133MGU53	FHLB	08/13/2004	4.63%	3,500	AAA	100.88	3,531	0.2%	3,627	0.2%	-97	-2.7%	3.23%	WEL
3136FOYG1	FNMA NTS	08/13/2004	4.63%	3,000	AAA	100.88	3,026	0.2%	3,065	0.2%	-38	-1.3%	3.82%	WEL
3133MH4U5	FHLB SER	08/27/2004	4.70%	5,000	AAA	101.20	5,060	0.3%	5,000	0.3%	60	1.2%	4.70%	FRESN
3133MH4U5	FHLB SER	08/27/2004	4.75%	2,500	AAA	101.31	2,533	0.2%	2,500	0.2%	33	1.3%	4.75%	FRESN
3133MH4U5	FHLB SER	08/27/2004	4.75%	3,550	AAA	101.31	3,597	0.2%	3,550	0.2%	47	1.3%	4.75%	FRESN
23383VAK6	DAIMLERCHRYSLER AU	09/06/2004	6.82%	2,500	AAA	102.73	2,568	0.2%	2,536	0.2%	33	1.3%	6.36%	WEL
3133MKW2	FNMA	09/15/2004	3.50%	2,000	AAA	98.41	1,968	0.1%	1,994	0.1%	-26	-1.3%	3.61%	WEL
3133MJU8	FHLB BD	09/27/2004	4.25%	2,800	AAA	99.84	2,796	0.2%	2,800	0.2%	-4	-0.2%	4.24%	FRESN

# County of Fresno Treasury Investment Pool

As of March 31, 2002

## Holdings Report by Maturity Date

Cusip	Issuer	Maturity	Coupon	Par Value (\$000)	Rating Moody's/Findley)	Market Price	Market Value (\$000)	Percent Portfolio (Market)	Cost Value (\$000)	Percent Portfolio (Cost)	Unrealized Gain/Loss (\$000)	Unrealized Gain/Loss (Percent)	Yield	Manag
<b>Over 1 Year (continued)</b>														
3133MMKL6	FHLB BD	09/27/2004	4.27%	2,200	AAA	99.88	2,197	0.2%	2,200	0.2%	-3	-0.1%	4.26%	FRES:
3133MJKF6	FHLB BDS	11/08/2004	3.88%	5,000	AAA	100.13	5,006	0.3%	5,000	0.3%	6	0.1%	3.88%	FRES:
312924RH8	FHLMC MTN	11/08/2004	4.00%	5,000	AAA	100.17	5,008	0.3%	5,000	0.3%	8	0.2%	4.00%	FRES:
3133MJLE8	FHLB	11/19/2004	3.70%	5,000	AAA	99.69	4,984	0.3%	5,000	0.3%	-16	-0.3%	3.70%	FRES:
3136F05T5	FNMA	12/03/2004	3.75%	3,875	AAA	100.03	3,876	0.3%	3,827	0.3%	50	1.3%	4.21%	
31331H6E2	FFCB	01/24/2005	5.73%	5,000	AAA	102.91	5,145	0.4%	5,000	0.3%	145	2.9%	5.73%	FRES:
31331LB56	FFCB	02/01/2005	3.88%	4,000	AAA	98.61	3,944	0.3%	3,966	0.3%	-22	-0.6%	4.19%	WEL
0258M0AC3	AMEX B MTN	02/07/2005	4.25%	5,000	AA3	100.16	5,008	0.3%	5,018	0.3%	-10	-0.2%	4.12%	
3133MD4M2	FHLB DEB	02/07/2005	5.60%	5,000	AAA	102.81	5,141	0.4%	5,000	0.3%	141	2.8%	5.60%	FRES:
31331RSX4	FFCB	04/13/2005	5.72%	1,000	AAA	103.19	1,032	0.1%	1,053	0.1%	-21	-2.0%	4.07%	WEL
312924RJ4	FHLMC MTN	05/13/2005	4.13%	5,000	AAA	100.09	5,005	0.3%	5,000	0.3%	5	0.1%	4.12%	FRES:
3136F02R2	FNMA	11/14/2005	3.00%	5,000	AAA	99.09	4,954	0.3%	5,000	0.3%	-46	-0.9%	3.00%	FRES:
3133MCHS7	FHLB	11/15/2005	6.50%	5,750	AAA	107.25	6,167	0.4%	5,941	0.4%	226	3.8%	5.70%	
17303CBK6	CITIBK CR CARD MST	02/15/2006	5.50%	2,000	AAA	102.56	2,051	0.1%	2,083	0.1%	-32	-1.5%	4.39%	WEL
312923V85	FHLMC MTN	06/27/2006	5.55%	5,000	AAA	102.48	5,124	0.4%	5,000	0.3%	124	2.5%	5.55%	FRES:
3136F0PQ9	FNMA	07/03/2006	5.75%	5,000	AAA	101.28	5,064	0.3%	5,000	0.3%	64	1.3%	5.75%	FRES:
		01/22/2004	4.79%	617,237		101.77	628,188	43.2%	625,662	43.1%	2,526	0.4%	3.94%	
<b>Total Portfolio</b>		<b>02/26/2003</b>	<b>3.85%</b>	<b>1,439,018</b>		<b>101.05</b>	<b>1,454,159</b>	<b>100.0%</b>	<b>1,453,196</b>	<b>100.0%</b>	<b>963</b>	<b>0.1%</b>	<b>3.24%</b>	

\* Standard & Poors

Note: Fresno provided Commercial Paper Moody/S&P Ratings

## GLOSSARY OF TERMS

**Average Maturity** - The weighted average time to principal repayment. Useful as an approximation of a single maturity where the mean or average maturity is used to describe the life of the instrument.

**Bankers Acceptance** - Money market instrument created from transactions involving foreign trade. In its simplest form, a bankers acceptance is a check, drawn on bank by an importer or exporter of goods.

**Basis Point** - 1/100th of 1%.

**Certificate of Deposit** - A short term money market instrument representing a receipt from a bank for a deposit at a specified rate of interest for a specified period of time.

**Coupon Rate** - The annual interest paid of a fixed-income instrument.

**Commercial Paper** - Money Market instrument representing a short-term promissory note of a large corporation at a specified rate of return for a specified period of time.

**Current Yield** - A bond's coupon expressed as a percentage of the bond's market price.

**Discount Rate** - The interest rate used to translate a future value into a present value.

**Duration** - Often times referred to as Macaulay's duration is a fixed income measure of price sensitivity to changes in yields. It is calculated by taking a weighted average of the time periods to receipt of the present value of the cash flows from a fixed income instrument.

**Federal Home Loan Mortgage Corporation** - Also known as "FHLMC" and Freddie Mac. FHLMC is a Private Corporation authorized by Congress, which sells notes, participation certificates and other mortgage obligations backed by mortgage pools.

**Federal National Mortgage Association** - Also known as "FNMA" and Fannie Mae. A private corporation which buys and sells residential mortgages insured by FHA or guaranteed by VA. FNMA also issues notes, participation certificates and other mortgage obligations backed by mortgage pools.

**Government National Mortgage Corporation** - Also known as "GNMA" and Ginnie Mae. A wholly-owned U.S. government corporation. GNMA issues and guarantees mortgage-backed securities which are backed by the full faith and credit of the United States Government.

**Repurchase Agreement** - Short term collateralized loan at a specified rate for a specified period, used by large investors as an alternative for cash investments.

**Yield to Maturity** - The internal rate of return of a standard bond held to maturity.



**RATING SERVICE**      **RATING CATEGORY**      **RATING SUMMARY**      **RATING DEFINITION**

**Moody's**  
 AAA      Best Quality  
 AA      High Quality  
 A      Upper-medium grade  
 BAA      Medium grade obligations  
 BA      Judged to have speculative elements  
 B      Lack characteristics of desirable investment  
 CAA      Investment in poor standing  
 CA      Speculative in a high degree  
 C      Poor prospect of attaining investment standing

**Moody's - Modifiers**      1,2,and 3      Rankings within rating category

**Moody's - Commercial Paper**  
 Prime-1      Superior ability for repayment  
 Prime-2      Strong ability for repayment  
 Prime-3      Acceptable ability for repayment  
 Not Prime      Do not fall in top 3 rating categories

**Standard & Poors**  
 AAA      Highest rating  
 AA      Strong capacity for repayment  
 A      Strong capacity for repayment but less than AA category  
 BBB      Adequate capacity for repayment  
 BB      Speculative  
 B      Greater vulnerability to default than BB category  
 CCC      Identifiable vulnerability to default  
 CC      Subordinated debt of issues ranked in CCC category  
 C      Subordinated debt of issues ranked in CCC category  
 C1      Income bonds where no interest is paid  
 D      Default

**Standard & Poors - Modifiers**      (+) or (-)      Rankings within rating category

**Standard & Poors - Commercial**  
 A-1      Highest degree of safety  
 A-2      Timely repayment characteristics is satisfactory  
 A-3      Adequate capacity for repayment  
 B      Speculative  
 C      Doubtful repayment  
 D      Default

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve Resolution  
Authorizing Notice of Intent to Establish  
2002-03 Appropriations Limit (Gann)

ITEM NO. 02-112

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EXHIBIT: Resolution

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Background:

In November 1979 the voters passed Proposition 4 (Gann), which effectively places an appropriations limit on each public entity within the State. The appropriations limit base was derived from the amount an entity had appropriated in its budget during the 1978-79 fiscal year. The base is annually adjusted upward in accordance with the inflationary allowance relating to the Consumer Price Index, as well as by population increase. Under Senate Bill 1352, enacted by the Legislature to implement Proposition 4, it is necessary that each public entity establish its appropriations limit for a given year prior to the last day of the previous fiscal year. It is further necessary that the governing body provide fifteen (15) days in which the public may examine the documentation used in arriving at the appropriations limit. Further legislation modified the method for computing the limit but the notification provisions remain the same.

The enclosed Resolution is intended to notify the public that the appropriations limit for this district for 2002-03 has been established and will be officially approved at a regular meeting of the Board to be held on June 25, 2002.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 02-112, NOTICE OF INTENT TO ESTABLISH AN APPROPRIATIONS LIMIT FOR THE 2002-03 FISCAL YEAR.

RESOLUTION NO. 02-112

NOTICE OF INTENT TO ESTABLISH AN APPROPRIATIONS LIMIT  
FOR THE 2002-03 FISCAL YEAR

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

WHEREAS, said Article and Section 7900, et seq., of the Government Code require this Board to establish, by Resolution, at a regular or special meeting, its appropriations limit for the 2002-03 fiscal year; and

WHEREAS, said Article and Section 7900, et seq., of the Government Code further require this Board to notify the public at least fifteen (15) days prior to the holding of such meeting.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The public is hereby notified that at 4:00 p.m., on June 25, 2002, the governing board of the State Center Community College District will hold a meeting at 1525 East Weldon Avenue, Fresno, California, to establish its appropriations limit for the 2002-03 fiscal year.
2. The public is further notified that the documentation used in the determination of said appropriations limit is available to any person who wishes to examine or inspect the same, either prior to, during, or after said meeting.

3. The Chancellor of this District is hereby directed to post a copy of this Resolution at least fifteen (15) days prior to June 25, 2002, in order to inform the public of the matters contained herein.

\* \* \* \* \*

The foregoing Resolution was adopted upon motion of Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, at a regular meeting of the Board of Trustees of the State Center Community College District on this 4th day of June, 2002, by the following vote, to wit:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Phillip J. Forhan, President  
Board of Trustees  
State Center Community College District  
Fresno, California

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve Revised  
Food Service Agreement, Clovis Center

ITEM NO. 02-113

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EXHIBIT: None

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Background:

For the past several years the District has engaged the services of Condie Cafeteria to provide food service operations at the Clovis Center. The current terms and conditions of the Agreement call for 10% of the gross revenue to be paid to the District as a form of commission/rent.

Due to cost increases over the past two years, including minimum wage increases, Condie Cafeteria is requesting an adjustment of its 10% commission rate to 5%. Based upon the financial statements of Condie Cafeteria and the quality service provided, it is recommended that the Board adjust the commission rate for 2002-03 to 5%. This rate adjustment is consistent with the District renegotiating terms with other food service providers in the District due to increased costs in recent years.

Fiscal Impact:

Approximately \$2,500

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize an Agreement with Condie Cafeteria for the providing of food services at the Clovis Center for the 2002-03 school year with commissions to be paid at a rate of 5% of the gross revenue; and
- b) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Written Claim for  
Damages, Joyclyn Love

ITEM NO. 02-114

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EXHIBIT: Claim

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Background:

The District is in receipt of a claim submitted on behalf of Joyclyn Love and the Board is asked to take action in accordance with the Government Code. The Board must reject the claim where there is a question of District liability and the amount of the claim is disputed. The claim has been submitted to the JPA and its Claims Administrator for defense coverage.

Fiscal Impact:

District - none; VIP JPA - unknown

Recommendation:

It is recommended that, in accordance with established procedures, the Board of Trustees reject the claim submitted on behalf of Joyclyn Love and direct the Executive Vice Chancellor to give written notice of said action to the claimant.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve Agreement  
with City of Clovis Redevelopment  
Agency for Construction of 2002-03  
Project House

ITEM NO. 02-115

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EXHIBIT: None

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Background:

On December 10, 1996, the Board of Trustees approved entering into an Agreement with the City of Clovis Redevelopment Agency for the construction of the 1997-98 project house. The program arrangement was also extended to the construction of the 1998-99, 1999-00, 2000-01 and 2001-02 project houses.

The terms and conditions of the Agreement with the City of Clovis Redevelopment Agency require the Agency's acquisition of the parcel and funding of all expenses for the construction of the project house. The Fresno City College Construction Program provides all administration, labor, and instruction for completion of the project. All materials are acquired for reimbursement by the City of Clovis, which results in no financial outlay by the District, and upon completion the City of Clovis is responsible for the sale of the facility. In addition, the District receives reimbursement for student FTES generated by the instructional and labor time involved in the construction of the project. Because the program has worked very well for the past five years with no financial exposure to the District, it is recommended that the District renew the program for 2002-03.

The 2002-03 project house is to be located at 1589 Bullard Avenue, Clovis, and shall consist of a single-family residence with construction costs not to exceed \$70,000. The project would commence in the Fall Term and be completed by the end of the 2002-03 school year.

Recommendation:

It is recommended that the Board of Trustees authorize an Agreement with the City of Clovis Redevelopment Agency for the construction of the 2002-03 project house located at 1589 Bullard Avenue, Clovis, with property and materials fully funded by the City of Clovis in an amount not to exceed \$70,000, and authorize the Chancellor or Executive Vice Chancellor to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve 2002-03 CalWORKs Program Services Agreement with County of Fresno, Fresno City College      ITEM NO. 02-116

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EXHIBIT: None

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Background:

Since the inception of the California Work Opportunity and Responsibility to Kids Act (CalWORKs) in 1997, the District has received funding directly from the State for District-related CalWORKs programs and has also been eligible to access CalWORKs funding provided to the County for related services. These services are largely related to providing the County with employment and training services to public assistance recipients.

Because of the success of this program in recent years augmenting the District-funded program, it is recommended that the District's contract with the County of Fresno for providing related services to the CalWORKs County Plan be continued for the 2002-03 Fiscal Year. The 2002-03 Program shall include the following:

- 1) counseling;
- 2) job placement services;
- 3) specialized refugee services;
- 4) other services as designated, including guidance study courses and vocational student training.

Fresno County is responsible for referring eligible participants and coordinating activities with the District. The total cost of the 2002-03 contract for Fresno County CalWORKs services is \$576,640.



Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the County of Fresno for CalWORKs Program Services in the amount of \$576,640 for the period July 1, 2002, through June 30, 2003;  
and
- b) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve 2002-03 CalWORKs Program Services Agreement with County of Fresno, Reedley College      ITEM NO. 02-117

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EXHIBIT: None

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Background:

In addition to the California Work Opportunity and Responsibility to Kids Act (CalWORKs) appropriation received directly by the District, Fresno County also receives CalWORKs funding for the providing of services to needy County residents. FCC and Reedley College have several contractor relationships with the County CalWORKs Program wherein we provide various programs to assist the County in meeting the CalWORKs objectives of providing training, assistance in job placement, and retraining.

Reedley College has recently been notified of the award of a Fresno County CalWORKs grant in the amount of \$98,720 to provide educational/vocational training, job assistance, and retraining. The program will provide Soft Skills Training for a minimum of 75 Reedley College CalWORKs-eligible students, who will attend workshops covering topics that include: "Building Self-Esteem, Effective Workplace Communication, Creative Problem-Solving Techniques, Livable Financial Planning, and Healthy Family Functioning." The program will also provide family advocacy services at various locations throughout the communities, including Reedley College.

As with other County-supported CalWORKs Programs, there will be no cost to the District, with all expenses fully reimbursed. The term of the contract is July 1, 2002, through June 30, 2003.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the County of Fresno for the providing of educational/vocational training, job assistance, and retraining to CalWORKs-eligible students, with the term of the Agreement effective July 1, 2002, through June 30, 2003; and
- b) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Approve Agreement with  
California Community Colleges Chancellor's  
Office for Early Childhood Education Literacy  
Project (AmeriCorps), Fresno City College

ITEM NO. 02-118

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EXHIBIT: None

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Background:

The District will receive the third year of funding for the AmeriCorps Early Childhood Education Literacy (ECEL) Project in 2002-03.

The ECEL Program will provide college students interested in early childhood education the experience of working in primary grades, serving their community by providing a service to elementary schools in the Fresno and Clovis area in the form of reading, literacy, and tutorial help. In addition, the program will assist in the providing of self-sufficiency for Temporary Aid for Needy Families recipients as they face welfare reform programs. Fresno City College with its student population base, as well as intervention capabilities, will assist both students and the community in the providing of these early childhood literacy programs.

The term of the Grant Agreement is August 1, 2002, through December 31, 2003, with a grant amount of \$111,375.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into a Grant Agreement with the California Community Colleges Chancellor's Office for an AmeriCorps Early Childhood Education Literacy Project in the amount of \$111,375, commencing August 1, 2002, through December 31, 2003;
- b) authorize renewal of the Agreement with similar terms and conditions; and
- c) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids  
Dust Collection, Theatre,  
Fresno City College

ITEM NO. 02-119

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EXHIBIT: None

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Background:

Bid #0102-28 provides for the installation of a new sawdust collection system for the Theatre at Fresno City College. Included in this project is the construction of a new concrete equipment pad, a new mechanical exhaust system and electrical systems in support of the new collection system. Also included are minimal interior renovations and site improvements as required in the project specifications. This project was necessitated by the need for an efficient and cost effective dust collection method in the Scene Shop at the Fresno City College Theatre.

Funding for this project will be provided by 2001/02 Decision Package Funds for Fresno City College. The engineer's estimate for this project is \$39,000.00. Bids were received from four (4) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
All-States Construction, Inc.	\$ 49,955.00
Mark Wilson Construction, Inc.	\$ 50,792.00
Davis Moreno Construction, Inc.	\$ 59,587.30

Fiscal Impact:

\$49,955.00 – 2001/02 Decision Package Funds for Fresno City College

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-28 in the amount of \$49,955.00 to All-States Construction, Inc., the lowest responsible bidder for Dust Collection, Theatre at Fresno City College, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids  
Painting, Exterior/Interior, Various Buildings  
Reedley College

ITEM NO. 02-120

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EXHIBIT: None

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Background:

Bid #0102-29 provides for necessary painting at various locations at the Reedley College campus. The work of this project consists of the preparation for and the painting of various interior and exterior spaces. Locations included in this bid are Gymnasium bleachers and metal deck, two classroom interiors at Social Science, one classroom interior at Ag Science, two classroom floors at Ornamental Horticulture, two classroom interiors at Life Science, and various exterior canopies, columns and framing. This project was necessitated by the need to maintain deteriorating painted finishes at Reedley College.

Funding for this project will be provided by locally funded Capital Project monies for Reedley College. The engineer's estimate for this project is \$63,000.00. Bids were received from three (3) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Randy Thompson Painting	\$ 51,511.00
Nelson's Painting, Inc.	\$ 60,350.00
William B. Saleh Company	\$ 64,250.00

Fiscal Impact:

\$51,511.00 - Locally Funded Capital Project Monies for Reedley College

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-29 in the amount of \$51,511.00 to Randy Thompson Painting, the lowest responsible bidder for Painting, Exterior/Interior at Reedley College, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids  
Relocatable Nursing Classroom,  
Madera Center

ITEM NO. 02-121

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EXHIBIT: None

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Background:

Bid #0102-30 is for the conversion of two existing portable buildings into Nursing classrooms in support of the new Licensed Vocational Nursing program at the Madera Center. The work of this project consists of new interior finishes, casework, cubicle tracks and curtains, and new plumbing and electrical systems. This project was necessitated by the need for laboratory classrooms to support the new grant funded LVN program at the Madera Center.

Funding for this project will be provided by Licensed Vocational Nursing Grant Funds for the Madera Center. The engineer's estimate for this project is \$25,000.00. Bids were received from four (4) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Davis Moreno Construction, Inc.	\$ 19,900.00
All-States Construction, Inc.	\$ 25,500.00
Nova Abatement & Constriction Services, Inc.	\$ 38,686.00
I & O Construction, Inc.	\$ 43,000.00

Fiscal Impact:

\$19,900.00 - Licensed Vocational Nursing Grant Funds for Madera Center

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-30 in the amount of \$19,900.00 to Davis Moreno Construction, Inc., the lowest responsible bidder for Relocatable Nursing Classroom at Madera Center, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids  
Site Work, Oakhurst Relocatable,  
Oakhurst Center

ITEM NO. 02-122

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EXHIBIT: None

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Background:

Bid #0102-32 is for the site work necessary to place an additional portable classroom at the Oakhurst Center. The work of this project includes the preparation of the site to receive the new portable classroom, and the installation and connection of new electrical and signal systems to the existing infrastructure. Under separate contract, the relocatable classroom will be placed and then used for instructional purposes by the District. This classroom will also be utilized by the County of Madera for the purposes of establishing a county-wide video teleconferencing system.

Funding for this project will be provided by the Capital Projects Fund. The engineer's estimate for this project is \$30,000.00. Bids were received from four (4) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Davis Moreno Construction, Inc.	\$ 20,826.00
All-States Construction, Inc.	\$ 23,000.00
Nova Abatement & Constriction Services, Inc.	\$ 37,707.00
I & O Construction, Inc.	\$ 54,900.00

Fiscal Impact:

\$20,826.00 – Capital Projects Funds

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-32 in the amount of \$20,826.00 to Davis Moreno Construction, Inc., the lowest responsible bidder for Site Work, Oakhurst Relocatable at Oakhurst Center, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids,  
Cost Per Copy Contract,  
Districtwide

ITEM NO. 02-123

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EXHIBIT: None

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Background:

In August 1999 the Board of Trustees awarded a contract bid jointly with the Clovis Unified School District for the lease of copiers on a cost-per-copy basis. The current contract, which has been successful in reducing our copier costs, expires on June 30. Based upon the differing needs of the two organizations, the administration has gone out to bid based solely upon the requirements of our District. All local copier vendors were invited to participate in the bid process for Bid #0102-22, Cost Per Copy Copiers, Districtwide. This new contract will provide for the placement of digital copy machines that will have the ability to be networked for increased productivity. Additionally, the recommended vendor has proposed a single per copy cost regardless of the size of the copier. Combined with the advantage of no minimum per month charges, this proposed contract will have the ability to reduce costs further during summer and holiday periods as well as simplify the accounts payable process. This proposed contract will have a duration of three years and will allow for the use of copiers for all departments on a straight cost-per-copy basis. The per copy charge covers all maintenance and supply costs for the machines with the exception of paper. Funding for this contract will be provided by General Fund monies and various Categorical Programs as identified for copier needs.

Bids were received from ten (10) vendors. Careful analysis has determined the proposal from Stanton Office Machines for \$0.0149 per copy for all ranges of Minolta digital equipment to be the lowest responsive bid. Demonstrations and reference checks have shown this equipment to be reliable, easy to use and well placed.

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-22 to Stanton Office Machines, the lowest responsible bidder meeting bid specifications for Cost Per Copy Copiers, and authorize purchase orders to be issued against this bid.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Personnel Commission Budget

ITEM NO. 02-124

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EXHIBIT: Budget

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Background:

The Personnel Commission at its meeting May 13, 2002, held a public hearing regarding the proposed budget for 2002-03. Jon Sharpe and Randy Rowe represented the State Center Community College District. The Director of Classified Personnel presented a budget of \$425,000.00 which represented an increase of 60% for 2002-03.

During the May 13<sup>th</sup> public hearing the administration stated the District's opposition to the proposed budget. The administration's position is to maintain a status quo budget with provisions for salary and benefit increases due to contractual agreements. A member of the Personnel Commission proposed a budget of \$350,000.00. This is an increase of \$85,000.00 from the 2001-02 budget and a decrease of \$75,000.00 from the Director's proposal for 2002-03. The administration stated its opposition to this budget increase and restated the administration's position for a status quo budget for 2002-03. Following the public hearing the Personnel Commission voted to approve the \$350,000.00 budget for 2002-03 (increase of \$85,000.00).

The Director's recommended budget included the addition of three positions: 1) a new Personnel Assistant, 2) a new Administrative Assistant and 3) a new Personnel Technician. The budget adopted by the Personnel Commission for 2002-03 includes two permanent full-time positions: 1) a new Personnel Assistant and 2) a new Personnel Technician. The administration does not concur with the budgetary increase and the addition of two new positions for several reasons. Due to budgetary restraints, the District is trying to maintain budgets at present levels. The District currently has a vacant position (retirement) which when filled can assist the Commission on an as needed basis. Also the Director of Human Resources position has included in its job description the ability to assist the Director of Classified Personnel with his duties. Lastly, the transition plan of the Personnel Commission will be completed within two years, and therefore, the workload will actually decrease in time.

The process for including the Personnel Commission budget in the 2002-03 District budget is as follows:

The Personnel Commission will forward their adopted budget (\$350,000.00) to the County Superintendent of Schools for action according to Education Code 88073. The District may object or challenge the Personnel Commission budget by submitting its objection to the County Superintendent of Schools. If the County Superintendent of Schools proposes to reject the budget as submitted by the Commission, he/she shall, within 30 days after the Commission's submission of the budget, hold a public hearing on the proposed rejection within the affected District. He shall have informed both the Commission and the Governing Board of the date, time and place of the hearing. He may after such public hearing either reject, or, with the concurrence of the Commission, amend the proposed budget. In the absence of agreement between the Personnel Commission and the County Superintendent, the budget of the preceding year shall determine the amount of the new budget, and the items of expenditure shall be determined by the Commission.

Fiscal Impact:

Dependent upon final budget outcome (approximately \$85,000 increase).

Recommendation:

It is recommended the Board of Trustees direct the Chancellor or her designee to present to County Superintendent of Schools the District's written objection to the Personnel Commission's proposed budget.

**FY2003 PERSONNEL COMMISSION BUDGET**

<b>Permanent Employees:</b>	<b>\$220,800.00</b>
<b>Permanent Employee Overtime:</b>	<b>9,150.00</b>
<b>Employee Benefits:</b>	<b>46,500.00</b>
<b>Supplies and Materials:</b>	<b>5,400.00</b>
<b>Other Operating Expenses and Services:</b>	<b>66,650.00</b>
<b>New Equipment:</b>	<b>1,500.00</b>
	<hr/>
<b>Budget Total:</b>	<b>\$350,000.00*</b>

**\*This budget does not include salary increases or benefit increases.  
This will result an increase in the actual budget.**

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Governing Board Member Election,  
November 5, 2002

ITEM NO. 02-125

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EXHIBIT: Resolutions A, B, and C-1 & 2

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Background:

The County Superintendent of Schools has called the governing board member election for November 5, 2002, and has forwarded to the District a formal notice of the consolidation of the election with elections of other school districts. It is necessary that the Board of Trustees adopt certain specified resolutions, as follows, in connection with the election:

- A. Specifications of the Election Order - The enclosed resolution form for this item was included with the formal notice from the County Superintendent of Schools about the consolidation election. The Board adopted a similar resolution prior to the previous governing board election.
- B. In the Matter of Charges to Candidates of Board Member Elections - The Board of Trustees has previously adopted a bylaw pertaining to the cost of printing, handling and mailing a candidate's "Statement of Qualifications." This resolution should also be adopted and provision made for candidates claiming an inability to pay for this service.
- C. In the Matter of Board Member Selection in Case of Tie Vote - This 1&2 resolution form was also included with the formal notice from the County Superintendent of Schools. It allows the Board to choose one of two procedures to be used in the event of a tie vote: (1) determine the winner by lot; or (2) call a runoff election. In view of the excessive expense of a special election, it is recommended that the Board choose the first alternative.

Item No. [02-125] (continued)  
June 4, 2002

Recommendation:

It is recommended that the Board of Trustees adopt the following Resolutions as presented:

- A. "Resolution and Specifications of the Election Order";
- B. "In the Matter of Charges to Candidates of Board Member Elections"; and
- C-1. "In the Matter of Board Member Selection in Case of a Tie Vote," with the winner to be determined by lot.

BEFORE THE GOVERNING BOARD

OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT

OF FRESNO, KINGS, MADERA, AND TULARE COUNTIES, CALIFORNIA

In the Matter of Calling )  
a Governing Board Member )  
Election )

**RESOLUTION AND SPECIFICATIONS**  
**OF THE ELECTION ORDER**  
(Education Code § 5322)

WHEREAS, Section 5322 of the California Education Code requires a resolution known as the "specifications of the election order" to be submitted to the County Superintendent of Schools and the officer conducting the election not less than 123 days prior to the date set for the election.

NOW, THEREFORE, IT IS RESOLVED that this "RESOLUTION AND SPECIFICATIONS OF THE ELECTION ORDER" be submitted to the Fresno County Superintendent of Schools and to the Fresno County Elections Office not later than 123 days prior to Tuesday, November 5, 2002, the date of election. The governing board member election is to be held and conducted within the territorial jurisdiction of the above-named college district pursuant to the authority of Section 5340 of the Education Code to be consolidated with other elections, including school board member elections to be held that same day and within the same territory, for the purpose of electing **THREE** qualified persons to fill the offices of board members whose terms expire on the first Friday in December of this year. The above-named college district shall be established as a Special Election District and the basic unit for conducting the election shall be the elementary school district in the territory, and the precincts, polling places, voting booths, and polling hours thereof shall be the same within the Special Election District as the precincts, polling places, voting booths, and polling hours of any other election consolidated therewith.

The governing board hereof hereby orders and consents to a consolidated election pursuant to and in accordance with Elections Code Section 10400, et seq., and Education Code §§ 5323, 5340, and 5342.

The current policies of the above-named college district regarding board member selection in case of tie vote and charges to candidates of board member elections are on file with the Fresno County Elections Department, 2221 Kern Street, Fresno, CA 93721.

The foregoing "RESOLUTION AND SPECIFICATIONS OF THE ELECTION ORDER" was adopted by the governing board hereof at a duly called meeting of said board held on the \_\_\_\_\_ day of \_\_\_\_\_ 2002 by the following vote, to-wit:

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

Date: \_\_\_\_\_

State Center Community College District  
Governing Board

By: \_\_\_\_\_  
President or Secretary of the Board  
(Print or Type Name)

\_\_\_\_\_  
Signature

BEFORE THE GOVERNING BOARD OF THE STATE CENTER COMMUNITY  
COLLEGE DISTRICT OF FRESNO COUNTY, CALIFORNIA

In the Matter of Charges to  
Candidates of Board Member  
Elections

RESOLUTION

WHEREAS, Section 10012 of the California Elections Code provides that persons running for a school governing board may prepare a candidate's statement of 200 words or less, unless the school board authorizes 400 words or less, to be sent to each voter with the sample ballot in the voter's pamphlet; and

WHEREAS, the governing board may estimate as a cost to the candidate the total cost of printing, handling, translating and mailing the candidate's statement, including costs incurred as a result of complying with the Voting Rights Act of 1965, as amended.

NOW, THEREFORE, BE IT RESOLVED that the governing board hereof determines as follows:

1. The cost of printing, handling and mailing candidate statements, including cost incurred as a result of complying with the Voting Rights Act of 1965, as amended, shall be charged to and borne by the candidate.

2. The candidate's statement shall not exceed 200 words and additional materials may not be sent to the voters.

Each candidate shall pay at the time the statement is filed an amount determined by the Registrar of Voters to be the share of the increased cost of the election due to the candidate's option to file a candidate's statement pursuant to Section 10012 of the Elections Code.



BE IT FURTHER RESOLVED that the district administration cause a copy of this RESOLUTION to be filed with the Fresno County Superintendent of Schools and a copy with the Fresno County Elections Department.

The foregoing RESOLUTION was adopted this 4th day of June 2002, at a regular meeting of the governing board hereof by the following vote, to-wit:

AYES:

NOES:

ABSENT:

Dated: \_\_\_\_\_

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Ron Manfredi  
Secretary of the Board  
State Center Community College District

BEFORE THE GOVERNING BOARD  
OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT  
OF FRESNO COUNTY, CALIFORNIA

In the Matter of Board )  
Member Selection in Case )  
of Tie Vote. (C-1) )

RESOLUTION

WHEREAS, if a tie vote makes it impossible to determine either which of two or more candidates has been elected to the governing board or the term of office of a governing board member of the above-named school district, the governing board may either call a runoff election or determine the winner or winners by lot; and

WHEREAS, each school district must establish which of such procedures is to be employed by the school district in the event of a tie vote;

NOW, THEREFORE, BE IT RESOLVED, pursuant to Sections 5016 and 5304(b) of the Education Code of California, the governing board of this school district hereby determines that the procedure to be employed in the event of a tie vote is:

DETERMINE THE WINNER OR WINNERS BY LOT.

Upon certification and notice from the Fresno County Superintendent of Schools of such tie vote, the district superintendent is authorized and directed to cause the candidates to be notified forthwith who have received the tie votes to appear before the governing board either personally or by a representative at a time and place designated by the governing board. The governing board shall at that time and place determine the winner or winners by lot.

The foregoing RESOLUTION was adopted by the governing board of the above-named school district at a duly called board meeting on the 4th day of June, 2002, by the following vote:

AYES:

NOES:

ABSENT:

Dated: \_\_\_\_\_

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Ron Manfredi  
Secretary of the Board  
State Center Community College District

BEFORE THE GOVERNING BOARD OF THE STATE CENTER COMMUNITY  
COLLEGE DISTRICT OF FRESNO COUNTY, CALIFORNIA

In the Matter of Board  
Member Selection in Case  
of Tie Vote (C-2)

RESOLUTION

WHEREAS, if a tie vote makes it impossible to determine either which of two or more candidates has been elected to the governing board or the term of office of a governing board member of the above-named school district, the governing board may either call a runoff election or determine the winner or winners by lot; and

WHEREAS, each school district must establish which of such procedures is to be employed by the school district in the event of a tie vote;

NOW, THEREFORE, BE IT RESOLVED, pursuant to Sections 5016 and 5304(b) of the Education Code of California, the governing board of this school district hereby determines that the procedure to be employed in the event of a tie vote is:

CALL A RUNOFF ELECTION.

Upon certification and notice from the Fresno County Superintendent of Schools of such tie vote, the governing board of this school district shall order an election by requesting the Fresno County Superintendent of Schools to call a special runoff election to be held in the school district on the sixth (6th) Tuesday following the election resulting in the tie votes. Only the candidates receiving the tie votes shall appear on the ballots. Any member of the governing board who will be succeeded by a winner of the runoff election and whose term would expire before the winner of the runoff election would be determined shall continue to

discharge the duties of his office until his successor has qualified. The runoff election shall be called and conducted substantially in the manner provided in Chapter 3 (commencing with Section 5300) of the Education Code, provided, that the governing board shall determine the adjustments of the time requirements prescribed therein which would be necessary in order to conduct the runoff election.

The foregoing RESOLUTION was adopted by the governing board of the above-named school district at a duly called board meeting on the 4th day of June 2002 by the following vote:

AYES:

NOES:

ABSENT:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Ron Manfredi  
Secretary of the Board  
State Center Community College District

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Accept the Reedley College  
Strategic Plan

ITEM NO. 02-126

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EXHIBIT: 2002-2005 Draft Strategic Plan

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Background:

For the past two years, faculty, staff, students, and administrators have been engaged in discussions regarding the development of the college's future direction. The Strategic Plan will serve as the college's blueprint for planning, decision-making, and resource allocation for 2002-2005.

The draft plan has been discussed with several campus constituency groups, as well as a charrette that involved members of the various educational and community agencies that interact with Reedley College.

Recommendation:

It is recommended that the Board of Trustees accept the Reedley College Strategic Plan for 2002-2005.



**RC Reedley  
College**

**Draft Strategic Plan  
2002-2005**

*Reedley College is a college of the State Center Community College District*



Many individuals have been involved in the preparation of this plan, directly and indirectly. Reedley College would particularly like to acknowledge the contributions of the following students, staff and community members:

Sara Aguirre	Cheryl Hesse	Tom Regier
Manual Alvarado	Russell Hickey	Javier Renteria
Letty Alvarez	Steve Hollister	Yvette Reyes
Diana Banuelos	Colleen Hunter	Joe Russo
Dia Beigi	Patricia Jackson	Everett Sandoval
Gene Blackwelder	Marc Johnson	Wil Schofield
Lori Bonilla	Steve Jones	Nathan Saari
Ernie Bracamontes	Maria Kelly	Adam Serda
Don Braun	Terry Kershaw	Danny Shamoon
Jim Burgess	Kathy Kucera	Jack Sheldon
Carl Buxman	Cheryl Lee	Carl Simms
Anthony Celaya	David Lopes	Jim Simonian
David Clark	Lori Lorion	Heidi Smith
Donald Collins	Sandra MacNevin	Woody Smothers
Chris Cortes	Ron Manfredi	Mike Sorensen
Monica Damann	Anna Martinez	Janice Stannard
Ruben Delgado	Frank Mascola	Jim Studebaker
Lore Dobusch	Kayla Maynard	Moises Suarez
Gail Egoian	Lisa McAndrews	Dennis Surabian, Jr.
Bill Eisentrager	Jean McGill	Robert Takacs
Charlotte Espinosa	Sugar McNerney	Maria Trejo
Gene Evans	Rich Merlo	Jim Ussery
Ruben Fernandez	Dwight Miller	Michael vanWyhe
Liz Flores	Patricia Morris	Bao Vue
Al Foletta	Nina Muniz	David Waring
Brian Fonseca	Linda Nies	Jan Waterman
Nancy Frampton	Ron Nishinaka	Ron Watson
Rich Garrigus	Ken Nolte	Bud West
Juan Garza	Linda Nygren	Mary White
Jim Gilmore	Casey Oliver	Clark Williams
Marge Gobby	Sharon Owens	Kevin Woodard
Mario Gonzales	Steve Penner	Don Yeager
Pam Grover	Jeff Phister	Ken Zech
Anitia Heard	Michael Quinn	
Hector Hernandez	Dana Rager	

Special thanks is due as well to our consultants in this process, Richard Markwood and Burt Peachy of Burt Peachy Consulting.



In a continuing effort to improve our educational programs at Reedley College, we recognize the importance of developing a clear and concise strategic plan to guide our activities as we move into the next millennium. Such a plan is necessary to outline a vision for the college's future and to serve as a blueprint for planning, decision making and resource allocation. The college will develop a series of new initiatives and strategies to achieve the goals and objectives outlined in the plan, and will review and evaluate progress on an annual basis. As objectives are met and their effects evaluated, other strategies will be developed to continue advancing the college toward its goals.

After two years in development, this strategic plan is the result of extensive discussion by staff, students, faculty, administrators, and community members. The plan reflects our strong instructional and student services programs, yet also recognizes that the needs of the college and community are continually changing. As our region's demographics, work trends, and technology evolve we must be prepared to address these changes. The plan also addresses the needs of our increasingly diverse student body, as well as our need to maintain or expand partnerships with business and industry, local schools and community groups, and transfer colleges and universities.

We proudly continue the strong tradition at Reedley College of conscientious service to our students and community. This strategic plan builds on this tradition and will serve to guide us in the 21st century. I invite you to read the plan and respond to us with your comments.



Thomas A. Crow  
President

# Reedley College Draft Strategic Plan

## June, 2002

This strategic plan is the result of one and one-half years of work by the Reedley College staff and representatives of the Reedley College service area. Immediately following is a brief summary of the strategic direction of the college, broken down into seven major areas of focus. Part II sets forth “Goals and Objectives” for each of the seven areas. These are further explained in later sections, which provide background on the planning (III) and a narrative expansion of the goals and objectives (IV).

These goals and objectives are intended to guide the strategic direction of the college year by year for the next three years. Each year the college will review the goals and the key performance indicators associated with each goal. The college will revise the goals to reflect accomplishments and changes in direction. Anyone who is interested in reviewing an updated version of this plan may consult the college’s website ([www.reedleycollege.edu](http://www.reedleycollege.edu)), or call the Office of Instruction at 559-638-3641.

### I: Seven Strategic Directions, In Brief

- 1. Public and Private Partnerships**—Reedley College recognizes the importance of partnerships with individual students of all ages as well as with businesses, government agencies, community organizations, and minority communities. The college strives to strengthen current partnerships and develop new ones.
- 2. College Climate and Integrating with the Community**—Reedley College strives to increase success within its organization by maintaining an enhanced working environment, a high degree of esprit de corps, and pride of association within its faculty and staff, and to actively share this sense of the college with the surrounding community. Reedley College values its diversity and the diversity of the community it serves, and seeks to promote a spirit of welcome and inclusion both on and off campus.
- 3. Teaching and Learning**—Reedley College is committed to serving all students through student-centered teaching and learning, from students who are under-prepared for college work to those who are able to compete at the top academic levels. The college seeks to provide every student the opportunity to succeed.
- 4. Student Services**—Reedley College is committed to effective enrollment management and providing support services to ensure that students are successful in achieving their educational goals.
- 5. Planning and Assessment**—Reedley College plans to develop a coordinated, systematic approach to gathering and refining data for decision making. It seeks to become a data-informed and data-managed organization.

**6. Technology**—Reedley College will advance its computing and teaching infrastructure in a way that recognizes the critical role of technology to the success of the college, its students, faculty and staff.

**7. Infrastructure**—Reedley College is committed to managing its physical facilities to get maximum efficient utilization from existing facilities, as well as to developing facilities needed to sustain the college in the future.

## **II: Goals and Objectives**

### **1. Public and Private Partnerships**

Reedley College has working relationships with individuals and organizations. Some are formal, some are informal, but all are important. These relationships help the college succeed in its work. Partnerships with students are fundamental. Partnerships with businesses increase the college's resources and credibility. Partnerships with community organizations and minority groups benefit the college in many valuable ways. Reedley College knows that strengthening partnerships of all kinds translates to more student success.

**Reedley College aims to be the life-long learning and cultural center for the entire service area by building partnerships with individuals and organizations.**

#### Strategic Objectives

- 1.1. Reedley College strives to be a valued and thoroughly utilized resource to all members of its service area—from very young school children to elderly adults.
- 1.2. Reedley College's programs will further develop productive, interactive working relationships with business, community, and government organizations in the community, the state and the nation.
- 1.3. Reedley College will develop new partnerships with minority community organizations; these partnerships will enrich Reedley College and improve the college's success with special population students.
- 1.4. As a result of these partnerships, Reedley College students will in turn benefit from new internships, service-learning placements, and work experiences within organizations in the communities of the college's service area.

### **2. Enhancing the College Climate and Integrating with the Community**

Reedley College seeks to be a model community characterized by a high sense of esprit de corps and pride of association with all who comprise the college and its communities.

**Reedley College seeks to enhance collegiality among staff, and to promote acceptance of diversity in all of its campus endeavors and its off-campus outreach.**

## Strategic Objectives

- 2.1. Reedley College will educate its students and staff in the challenges faced by individuals with disabilities, and how best to accommodate disabilities.
- 2.2. Reedley College's relationship to its communities is vital, so the college seeks to communicate with its public by means of the most effective public media for each situation.
- 2.3. Reedley College strives to promote the value of diversity both in and outside the classroom and within the larger community.
- 2.4. Reedley College seeks to extend its values into the community by extending itself through communication networks and through active participation with the diverse cultures that live and work in its service area.
- 2.5. Reedley College will continue to present itself to the public through a public access web site that promotes community participation in the college life.
- 2.6. Reedley College will continue to celebrate diversity and its diverse communities through the arts—theatre, music, and graphic arts—and through public events and festivals.
- 2.7. Reedley College will encourage decision making through shared governance and administration.
- 2.8. Reedley College will support professional development activities that foster team building and unity among employees.

## 3. Teaching and Learning

Reedley College's students of all ages come through the college's open door with a wide range of preparedness—from those not yet ready for college work to those who could be admitted into the university system. The college's goal and commitment is to assist and to challenge all these students to achieve their academic goals.

**Reedley College sets as a goal to be recognized as a progressive student-centered teaching and learning institution.**

## Strategic Objectives

- 3.1. Reedley College will identify ways to improve student retention, student persistence and improved performance in basic skills.
- 3.2. The college will systematically develop and implement new or improved teaching methodologies.
- 3.3. The college seeks continually to increase the number and variety of enrollment opportunities.
- 3.4. The college will upgrade, revise and expand its instructional offerings as necessary to respond to new or changed community needs.
- 3.5. The college will develop and implement a uniform set of institutional expectations of students and academic guarantees for students.

- 3.6. The college will develop and implement a procedure for tracking the success of students after graduation, transfer, or program completion.
- 3.7. The college will revise the freshman year experience to encourage greater rates of success for first-year students.
- 3.8. Reedley College will support the academic needs of students with disabilities through in-service training for teaching staff on proven and effective teaching strategies for those students.
- 3.9. The college will develop and implement a plan for the improvement and expansion of library and learning resources services, including online services.

#### **4. Student Services**

Reedley College's various student services provide support for students beyond the classroom that is vital to student success; tutoring services, financial aid, and counseling are examples of these services.

**Reedley College strives to provide all the services its students need to succeed at the college.**

##### Strategic Objectives

- 4.1. Reedley College aims to recognize the unique characteristics of its students and to respond to their special needs.
- 4.2. Reedley College aims to actively listen to the needs of students and to use student input—satisfaction surveys and other formal listening approaches—to improve its services to students.
- 4.3. Reedley College will develop programs to ensure that entering students understand both what a student and what the college each must commit to the educational experience for a student to succeed.
- 4.4. Reedley College seeks to support each student in achieving his/her goal—whether it is to transfer, to earn a certificate, license or credential, to graduate, or simply to seek enrichment.
- 4.5. Reedley College will develop a comprehensive outreach and recruitment plan that responds to demographic trends and increases public awareness of the college in underserved segments of the community.

#### **5. Planning and Assessment**

Reedley College recognizes that systematically gathered and analyzed information is an important tool for improvement of the college over time, and commits to collecting and managing data in a way that will support the goals and objectives of this plan.

**Reedley College seeks to increasingly base strategic decisions on the analysis of systematically collected data, and to integrate resource allocation with planning.**

#### Strategic Objectives

- 5.1. Reedley College will utilize data available within the management information system and other available resources and records to support and guide its strategic direction.
- 5.2. Reedley College will efficiently coordinate the collection and interpretation of key data to ensure that the entire college and community benefit from the insights gained.
- 5.3. Reedley College will present college-wide statistics in ways that inform the district governing board, its faculty and staff, and its communities about conditions at the college, and will benchmark institutional data in the context of relevant local, state and national data.
- 5.4. The college will tie its strategic planning efforts to its budgeting process and to other institutional resource-allocation processes.
- 5.5. The college will establish and develop a systematic method of benchmarking the relative progress and success of programs and procedures.
- 5.6. The college will improve its monitoring of faculty and staff evaluations and its mentoring activities to ensure that the efforts of individual staff fulfill the objectives of the college's mission and strategic plan.

## **6. Information Technology**

Information technology has become the most essential and widely applied tool of the contemporary world. At Reedley College it includes both computing and networking as well as computer-driven teaching tools and applications. The college recognizes the critical role technology plays in the strategic direction of the college.

**Reedley College will use and support its computing and technology infrastructure in a way that recognizes the critical role of information technology in the success of the college and its students, faculty and staff.**

#### Strategic Objectives

- 6.1. Reedley College will use its technology through administration, computer and media services staff, and the technology advisory committee to ensure a stable teaching and work environment that recognizes the critical role computing plays in all aspects of the college enterprise—management, teaching, learning, and communication.
- 6.2. Reedley College will provide sufficient technology staff to manage the campus-wide computing infrastructure, to provide adequate training to students and staff, to support the network, and to maintain secure access to the Internet.

- 6.3. Reedley College will provide regular scheduled replacement of equipment and software, and get maximum use from older equipment through redeployment.
- 6.4. Reedley College will provide training for all users—basic training for all users, intermediate training for selected groups in new and limited applications, and advanced or specialized training when needed.
- 6.5. Reedley College will provide sufficient technology resources to enable all faculty and staff to become proficient in using information systems in management, teaching, learning, and communication.
- 6.6. Reedley College will continue to upgrade its website to provide links to the District Office, the North Centers, Fresno City College, the Internet and Intranet, and a common link to all online courses.
- 6.7. Reedley College seeks to make computing accessible to all students including students with disabilities over the next three years.

## **7. Infrastructure**

The physical plant and facilities of Reedley College are a major public investment for the college, the community and the state. Reedley College recognizes the importance of effective management of this significant asset.

**Reedley College will provide adequate space and modern, well-maintained, state-of-the art facilities.**

### Strategic Objectives

- 7.1. The District and Reedley College will seek increased sources of funding to fully implement the Five-Year Construction and Scheduled Maintenance Plan.
- 7.2. Reedley College understands the importance of coordinating physical plant expansion with the college district and will work with the district in an atmosphere of collaboration to take full advantage of the district's planning activities and resources.
- 7.3. District Operations and Reedley College will maintain an inventory and condition of buildings, property, grounds, and fixed equipment as a tool for benchmarking the physical plant status.
- 7.4. In anticipation of the retirement of the special revenue bond in 2004, the college will conduct a comprehensive feasibility study for the residence hall program.
- 7.5. The college will make the campus accessible to persons with disabilities in all future construction.



### **III. Background and Planning Framework**

Reedley College opened its doors as Reedley Junior College in September 1926. In 1946, it recognized its role as a comprehensive community college. The mission of Reedley College is to offer an accessible, student-centered educational environment which provides high-quality learning opportunities essential in meeting the challenges of a diverse, global community.

At Reedley College, we believe that people's lives are enriched in an atmosphere of intellectual curiosity, personal integrity and individual accomplishment. The college furnishes experiences designed to promote critical thinking, enhance cultural literacy, and foster awareness of the interdependence of all persons and their environment. Reedley College is committed to maintaining a highly qualified staff of educators and support personnel who reflect the diversity of our unique community. We embrace a flexible attitude toward change and encourage the spirit of innovation. The goal of the college is to develop each student's full potential as well as respect for self and others. To this end, the college provides comprehensive curriculum offerings, lifelong learning opportunities, counseling, and educational services.

Reedley College is one of two colleges in the State Center Community College District. The District encompasses a 5,500 square mile area and 17 unified and high school districts. The campus encompasses 420 acres which includes the school's 300-acre farm adjacent to the main campus, and the college manages an 800-acre demonstration forest in the nearby Sierra Nevada mountains. As of 2000-2001 Reedley College registers more than 10,000 students annually. The college offers associate degree programs, the first two years of a college transfer program, and a variety of occupational certificates and short-term training programs.

In this planning cycle, Reedley College is concentrating efforts in seven broad areas of concern. In a college- and community-wide planning process, these seven areas emerged as critical for the immediate and long-term future of the college:

- Develop public and private partnerships,
- Enhance the college climate and integration with the community,
- Improve teaching and learning,
- Improve student services,
- Improve planning and assessment,
- Improve the use of technology, and
- Improve the infrastructure.

Additionally, the college must allow for the eventual independence of the North Centers—Madera, Clovis and Oakhurst—and must acknowledge the need for the

development of a separate but related planning process that addresses their distinct needs. While most of the current plan addresses the needs of the southern portion of State Center Community College District, provision is also made for a planning process that will address the North Centers.

The resultant plan sets forth goals and strategic objectives as a foundation for development during this planning period. Working with strategic planning consultant Burt Peachy, the college formed a planning team and seven committees to identify approaches to improvement in these seven areas. A strategic plan is a statement of intent and goals. It sets a target toward which the institution aims. This plan sets an agenda for change over a period of at least three years, and continuously marks progress, while it evolves with change. At the end of each year in the cycle, goals are revisited and evaluated. At the end of each assessment, the goals and objectives are adjusted to reflect the new realities and new aspirations.

As part of the initial planning process Reedley College shared this plan with the community for review and comment, and revised the plan based on that review. The College is part of the community in a way that makes feedback and review essential to the success of the strategic plan. The college values the participation of the community in developing and affirming its planning direction.

### **North Centers—Madera, Clovis, Oakhurst**

In the area of planning, North Centers staff and administration implemented the first phase of a planning process in January, 2002. During the spring semester, a mission statement, core values statement, and three-year goals will have been developed. The goals will be utilized during the fall semester of 2002 to develop a three-year plan for the North Centers. This plan will then be matched with the resources available from the District during the spring of 2003. The first year of actual implementation of the three-year plan will be the 2003-2004 academic year. This will set up a cycle for updating the plan each fall semester and matching it to resources during the spring semester for the following academic year.

#### **IV. Narrative Expansion of The Goals and Objectives**

Reedley College seeks to develop new *public and private partnerships*. The college serves the communities of south Fresno County and northern Tulare County. It regularly provides teaching and learning opportunities for community members—families, school children, college-age students, working adults, members of the retirement community, businesses, government agencies and community organizations. The college seeks to strengthen existing partnerships and to develop new partnerships with community groups.

Academic and vocational programs develop relationships with businesses and government agencies. The college's vocational programs provide businesses, government, and community agencies with easy access to new employees, and these relationships enhance program resources and effectiveness by means of equipment donations and other gifts from community partners. Moreover, the college's academic programs prepare students very well for successful transfer into upper-division majors at universities, thus providing them with dependable career pathways. In the coming years, however, the college must focus on forging firmer links between the business community and the various business-oriented academic programs, thus enhancing the college's ability to provide students with hands-on, real-world learning opportunities in the form of internships and service learning placements.

The goal of establishing internships and service-learning placements takes the college to the community in the workplace. This practice further enables the community to participate in the important role of educating Reedley College students at the same time that workplace experience provides students with valuable hands-on learning.

Reedley College seeks to *enhance the college climate and integrate with the community* first by maintaining within its organization an enhanced work environment and a high degree of esprit de corps and pride of association within its faculty and staff, and secondly by modeling the diverse community that it values. The college educates the college faculty, staff and students by formal training opportunities that increase awareness of diversity and the staff's capacity to value and appreciate the benefits of a diverse society. Students with disabilities are one minority that the college especially seeks to understand and value. Academic departments are encouraged to enhance their curricula by recognizing contributions to their respective disciplines of minority thinkers and writers. In this way the values of racial and cultural diversity are integrated across the curriculum and across the campus, and the institution promotes behaviors that build appreciation for the contributions racial and cultural diversity make to our society.

In addition to promoting curricular change on campus, the college seeks to participate in the diverse cultural life of the communities that comprise its service area. Diversity is more than an abstraction in the communities of south Fresno County and northern Tulare

County; minority communities are active in this region and have long-tenured traditions. Reedley College benefits from and celebrates this diversity by including opportunities to share arts and culture with the wider community through formal events and festivals. The college makes available its facilities for performing and graphic arts and for public gatherings that are designed to share diversity. The college makes these opportunities known to the surrounding community not only by traditional means (printed materials, news releases to local papers, and a prominent marquee), but also via an open-access website that may increasingly serve as an effective means to integrate the college and the community. By making itself more accessible in this way, the college invites the community to become more active in the life of the college.

Families enjoy access to Reedley College concerts, athletic events, performing arts events, film series, a speakers series, and special community festivals on and off campus. Reedley College believes that encouraging all community members, young and old, to identify themselves with the college is an effective and powerful way to recruit students for all programs. School children enjoy intellectual stimulation and discovery in events intended to teach and recruit, such as the spring "Kaleidoscope," the FFA Field Day and the Latino film series. These events ensure that students learn early they are valued and welcome at Reedley College.

Cultural minority partnerships are a tool for effectively serving minority students. Reedley College seeks to enhance success by taking Reedley College to the minority community. This can happen at many levels. For example, the college needs to work with students' families to actively encourage minority families to support students who are sometimes caught in conflicts between the demands of family and the demands of education. The college's Gear Up Program takes the college to the public schools, and Upward Bound prepares pre-college students for college work. Active involvement with local service groups that link to minority students' families will further strengthen the college's ability to serve these students.

Reedley College sets as a goal to be recognized as a progressive student-centered *teaching and learning* institution. Reedley College is an open access institution that welcomes all students. Students frequently arrive with academic limitations in their readiness for college English and mathematics. To enable students to succeed, the college will work to address these readiness issues and to lay groundwork that will encourage more students to persist. The on-campus information systems and test scores provide useful information to allow faculty, staff and administrators to understand the ability of students and to chart student progress. Academic departments are dedicated to working together to uniformly challenge students to achieve at their highest level. Reedley College seeks to elicit excellent performance from students in all programs. In order to succeed at this, the college must broaden the range of information it collects concerning student success after students leave courses and programs. The forestry and aeronautics programs continue to stay in touch with graduates over time, providing models of the value of knowing and staying in touch with students as they exit these programs and enter careers. Reedley College would like to maintain this kind of student information on all students when they leave, wherever they go. The data will enable the college to track its

performance by benchmarking the performance of its students in all endeavors. This ongoing contact with students in the work place is also a valuable source of information on what programs need to be updated and what new programs should be developed.

Reedley College is committed to superior *student services*. The college's student services staff includes managers and staff responsible for working with students in a variety of ways, from enrolling them in the college to providing formal advice in program requirements and in behaviors and skills required for success. These student services personnel also work with the faculty and administration to ensure that all members of the college faculty and staff understand the unique needs of Reedley College students. When the entire faculty and staff work together on behalf of student success, the college embodies the small-college values it affirms. Student services staff members recognize the importance of close collaboration with other college staff in order to achieve the most effective student services possible. In a recent strategic planning focus group, students expressed how they value hands-on and practical learning. The student services personnel encourage faculty of all disciplines to develop hands-on, experience-based learning as one important manifestation of the college's small-college values. Reedley College anticipates that it will continue to grow but at a reasonable rate that will allow it to continue to offer its students the small-college experience it values. The college has received federal Title V money to address retention, the freshman year experience, and related success issues. These federal resources will support and augment the college's strategic efforts in assisting special populations, student athletes, and students with disabilities, and will contribute to an assessment center, a transfer center, a tutorial center, and an Early Alert program.

Reedley College recognizes the value of objective data in the process of dynamic *planning and assessment*. In recognition of the importance of data collection and analysis in guiding the institution, the college has recently hired an institutional researcher. Various departments have traditionally gathered data to provide feedback on program outcomes. The college intends to build on these efforts but to improve the value of the data by greater coordination to ensure that key data are part of a college-wide process. This will ensure that the data are given maximum visibility and that they are used efficiently. Institutional data are valuable to all members of the college—the governing board, administration, faculty and staff, and the public. Data collection efforts become increasingly valuable as they are sustained over time. Reedley College statistics are useful if they are viewed in comparison to similar colleges and in the context of relevant local, state and national data that create a frame to view Reedley College. How does the college compare to similar colleges and to the standard of the state and nation? How does Reedley College compare to itself last year, or five years ago? The college seeks to understand the current snapshot in order to evaluate progress toward its strategic goals. The Datatel management information system and various unit satisfaction surveys are already available. These existing sources will be evaluated and incorporated into a college-wide data gathering plan. Where there are pieces missing to complete the picture, the college will develop appropriate data gathering approaches, to include sources beyond educational institutions (labor market information, etc.). This is a process that takes time. Until adequate benchmarks are established it is difficult to recognize problems or

progress. A three- to five-year systematic effort is essential to develop a method that works. Each strategic goal will be analyzed to determine key performance indicators—that is, the strategic planning group will ask and answer the question, “What yardsticks will inform us that we have succeeded (or failed) to make progress toward this goal?” The data gathering efforts will be guided by these important yardsticks.

Reedley College recognizes the critical role *technology*—computing and educational technology—plays in institutional effectiveness and in the success of individual students and staff. Like many institutions, the college embraced computing gradually over time. However, by 2002 computing has become an essential tool for all aspects of the college operation. The college uses Datatel management information software as a principal operational tool; all faculty use computing for production and communication, and most faculty will use the networking capacity of computers to locate and present instructional materials. Because computing and technology have become basic to the institution’s operation, the college is determined to sustain the resources committed to installing, maintaining and operating the computing and technology infrastructure. Upgrading the computing infrastructure must become systematic and regular in order to sustain the college’s operations; budgeting and planning will provide for regular upgrading of the existing infrastructure in order to support the strategic mission of the college. Planning for proper deployment of technology infrastructure will include creative redeployment of aging equipment. Training students and staff in the use of existing software also increases the value of the technology investment. It is only when faculty and staff understand and fully utilize the Datatel system and the Microsoft suite of programs that the investment is fully realized. The college works in conjunction with the district office to maintain standardized computing platforms, but goes beyond the standards when it needs applications not included in the district standard. Regulations require that the computing infrastructure be accessible to students with disabilities. For this reason and to fulfill its goal of serving the needs of students with disabilities, the college will make the computing infrastructure accessible over time.

Reedley College has a large and complex *infrastructure* essential to its operation. The college’s maintenance and facilities team have the experience to operate this large and complex campus facility. The maintenance staff has developed a systems approach to maintenance which involves inventory of all buildings, property, grounds and fixed equipment. This inventory is the basic tool for establishing priorities and exercising management control over how to best utilize limited resources. The maintenance staff also relies on regular staff input to help in establishing maintenance priorities, and continually seeks ways to develop a more efficient and systematic maintenance operation. Through connection with the network and use of electronic databases, they will efficiently maintain a functional record of equipment maintenance over time. The infrastructure needs of the college do face significant challenges, however. The budget climate in California for the past several years has encouraged Reedley College and many colleges to defer maintenance on buildings and facilities in order to commit much needed resources to programs and growth. While perhaps necessary, this practice cannot be continued indefinitely without having serious negative impacts on instruction and student services. Therefore the college must do what it can to encourage the development of

external support. The maintenance staff encourages the district and the college to seek increased sources of funding in order to implement the plan for ongoing maintenance of the physical plant, as well as for expansion to meet needs generated by increasing enrollment and program innovation.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration to Authorize Process for  
Transfer of Student Credit Balances to  
General Fund

ITEM NO. 02-127

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EXHIBIT: Public Notice

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Background:

Over the years the District has accumulated credit balances in student accounts from a variety of sources. The major source of this balance is from students who have registered for classes and either dropped or not attended the class sessions, as well as other payments for items such as health fees. This amount has now accumulated to a significant balance, totaling approximately \$300,000, with \$45,000 being three years or older. It should be noted that the majority of these balances are rather insignificant with the vast majority being less than \$50.

Because there is a significant cost in administering and maintaining the credit balances in every student's or former student's account, the law provides a vehicle whereby the balance may be moved to the General Fund after a process is followed. Following is a summary of the process allowed under Government Code Section 50050 to transfer outdated credit balances:

- If the account balance is \$15 or greater and the depositor is known to the District, then the account balance may be moved to the General Fund after three years and after the District gives public notice.
- The District must provide public notice by publishing a Notice once a week for two consecutive weeks in a newspaper of general circulation within the jurisdiction of the District.
- The Notice must state the amount of money, the fund in which it is held, and that it is proposed that the money will become the property of the local agency (District) on a date not less than 45 days nor more than 60 days from the first publication.
- In order to comply with the two-week advertisement requirement and 45-day period, the Board would take action to transfer the funds at a regularly scheduled meeting approximately seven weeks after the first notification.



- Students with account balances who claim their money prior to the date that it becomes the property of the District may do so by filing a claim, and the District will release the money to the student prior to the date that it becomes the property of the District.

This process will not affect student credit balances which are less than three years old and, therefore, it provides a vehicle for cleaning up outdated balances of primarily former students.

Enclosed is a sample of the Public Notice which, if approved by the Board of Trustees, would be placed in The Fresno Bee in the near future with action for the transfer of funds to be scheduled at the September Board meeting.

Recommendation:

It is recommended that the Board of Trustees authorize the Chancellor or her designee to initiate the process for the transfer of long-standing credit balances by placing a Public Notice in The Fresno Bee with Board action to approve the transfer scheduled for the September Board meeting.

**PUBLIC NOTICE**

State Center Community College District, Fresno City College, and Reedley College are holding \$ \_\_\_\_\_ in student refund accounts. On \_\_\_\_\_, 2002, this money will become the property of the State Center Community College District. If you believe that you are due money from this fund, you must file a claim before \_\_\_\_\_, 2002, or you will lose your right to this money.

For more information, contact Ed Eng, State Center Community College District, 1525 East Weldon Avenue, Fresno, CA 93704, or telephone (559) 244-5920.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Resolution to Adopt  
Relocation Assistance Guidelines

ITEM NO. 02-128

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EXHIBIT: Resolution

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Background:

In order to implement the District's Facilities Master Plan, including the Willow/International Community College Center Project, it may be necessary for the District to acquire real property that is presently occupied by residents, farms, or businesses. The occupants of those residences, farms, or businesses will necessarily be displaced by the new campus facilities for which the properties are being acquired. California Government Code section 7267.8 and California Code of Regulations, Title 25, section 6006 require that, prior to displacing persons from property, a public agency must adopt rules and regulations to implement the requirements of the Relocation Assistance Act (Gov. Code, § 7260 et seq.) and that are in compliance with the California Department of Housing and Community Development's relocation assistance regulations (Cal. Code Regs., tit. 25, § 6000 et seq.).

In addition, the California Code of Regulations requires the District to develop a Relocation Assistance Advisory Program which complies with the provisions of the State's Relocation Assistance Act. The purpose of those advisory services is to attempt to minimize the hardships that displacement may bring and to attempt to ensure that all persons displaced from their dwellings are relocated and all persons displaced from their places of business are assisted in re-establishing their business operations.

Under the attached Resolution, the District would be adopting by reference the rules and regulations set forth in the State's Relocation Assistance Act and the State Department of Housing and Community Development's regulations as the District's relocation assistance rules and regulations. This is required in order to implement relocation payments and to administer relocation assistance to persons displaced by the District's real estate acquisitions.

The state regulations require that the District adopt local "Grievance Procedures" so that any person or business dissatisfied with the payments or relocation services offered by the District would have the opportunity to have their concerns reviewed administratively without the necessity of legal action. Exhibit A to the Resolution sets forth the staff's recommended Grievance Procedures for the District.

Under the proposed procedures, the District's Office of Finance and Administration would be designated as the District Department responsible for implementing the relocation assistance guidelines and conducting any required grievance procedures. The Grievance Procedures themselves consist of a two-step process. The first step is that anyone dissatisfied would be entitled to make an informal oral presentation to the District's Vice Chancellor, Finance and Administration in an attempt to resolve the matter or clear up any misunderstandings at that level. If the grievant is still dissatisfied after that step, then the next step would be the convening of a Relocation Assistance Grievance Review Committee. Under the proposed procedures, that Committee would be composed of three persons appointed by the Board of Trustees who are not officers or employees of the District. At least one of the committee members must be knowledgeable in the field of relocation assistance; at least one must be versed in the conducting of administrative hearings; and at least one must be a member of the community representing the District residents at large. The Committee's task would be to conduct formal hearings into grievances concerning relocation payments and/or relocation advisory services provided to displaced persons or businesses. The District's Vice Chancellor, Administration and Finance would provide clerical and other support services needed by the Committee.

Following the formal hearings, the decisions of the Relocation Assistance Grievance Review Committee would be administratively final and conclusive and not subject to further administrative appeal. Anyone dissatisfied with the Committee's decisions could request judicial review by means of filing a writ of mandate in the Superior Court within ninety (90) days of the Committee's final decision.

Fiscal Impact

None.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 02-128 adopting Relocation Assistance Guidelines for the District.

**BEFORE THE BOARD OF TRUSTEES  
OF STATE CENTER COMMUNITY COLLEGE DISTRICT  
FRESNO COUNTY, CALIFORNIA**

**IN RE THE MATTER OF** ) **RESOLUTION No. 02-128**  
**RELOCATION ASSISTANCE** )  
**GUIDELINES** ) **RESOLUTION ADOPTING RELOCATION**  
 ) **ASSISTANCE GUIDELINES**  
 )

**WHEREAS**, the State Center Community College District (“District”) has a need to acquire real property to accommodate the facility and programmatic needs of its student population; and

**WHEREAS**, such real property acquisitions may result in the unavoidable displacement of residents, farms, or businesses from the real property to be acquired; and

**WHEREAS**, Government Code section 7267.8 and Title 25 of the California Code of Regulations at section 6006 require that, prior to displacing persons from property, each public entity must adopt rules and regulations that implement the requirements of the Relocation Assistance Act (Govt. Code sec. 7260 et seq.) (the “Act”) and which are in compliance with the Department of Housing and Community Development Relocation Assistance regulations set forth in 25 CCR 6000 et seq. (the “Relocation Guidelines”); and

**WHEREAS**, section 6010 of the Relocation Guidelines requires that, prior to displacing persons from property, each public entity must make certain prior determinations that it will comply with the provisions of the Act and the Relocation Guidelines; and

**WHEREAS**, section 6032 of the Relocation Guidelines requires that each public entity must develop a relocation assistance advisory program which will comply with the provisions of the Act and of the Relocation Guidelines; and

**WHEREAS**, it is the desire of the District to provide advisory services which offer assistance to minimize the hardship of displacement and to ensure that all persons displaced from their dwellings are relocated and all persons displaced from their places of business or farm operations are assisted in reestablishing the business or farm operations.

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT DECLARES, FINDS, ORDERS, AND RESOLVES AS FOLLOWS:**

1. The foregoing recitals are adopted as true and correct.
2. The rules and regulations set forth in the Act and the Relocation Guidelines beginning at section 6000 and up to and including section 6176, are hereby adopted as the relocation assistance rules and regulations of the State Center Community College District to implement payments and to administer relocation assistance to displaced persons.
3. The relocation assistance rules and regulations of the State Center Community College District as adopted in paragraph two above shall be deemed to be automatically revised to conform to any subsequent amendment of the Act and any subsequent amendment of the Relocation Guidelines beginning at section 6000 and up to and including section 6176.
4. The attached Exhibit "A" is hereby adopted as the District's procedures to implement the "Grievance Procedures" required by Article 5, commencing with section 6150, of the Relocation Guidelines.

5. The Chancellor or the Chancellor's designee is authorized to take all actions necessary to enforce and administer these rules and regulations, including, but not limited to, entering into contracts with qualified public agencies and/or private consultants to assist in fulfilling the duties set forth herein, or any other duties required by the Act or the Relocation Guidelines.

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PASSED AND ADOPTED this \_\_\_\_ day of June 2002, by the following vote:

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

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

ABSENT OR NOT VOTING: \_\_\_\_\_

\_\_\_\_\_  
Phillip J. Forhan  
President, Board of Trustees

CERTIFIED TO BE A TRUE  
AND CORRECT COPY:

\_\_\_\_\_  
Ron Manfredi  
Secretary  
Board of Trustees

EXHIBIT "A"  
to Resolution Adopting  
Relocation Assistance Guidelines

Pursuant to Article 5, commencing with section 6150, of Title 25 of the California Code of Regulations, the following procedures are adopted to implement the "Grievance Procedures" required by said Article 5. (All references to section numbers are to Title 25 of the California Code of Regulations unless otherwise specified.)

1. The District's Office of Finance and Administration is hereby designated as the District Department which will be responsible for implementing the Relocation Assistance Guidelines and conducting any required "Grievance Procedures."
2. The District's Vice Chancellor, Finance and Administration will conduct any "informal oral presentation" grievance review requested by a complainant pursuant to section 6156(b).
3. Any "Formal Review and Reconsideration" grievance review requested by a complainant pursuant to section 6158 will be conducted by a Relocation Assistance Grievance Review Committee convened by the District for that purpose. The Relocation Assistance Grievance Review Committee will be composed of three (3) members appointed by the District's Board of Trustees who are not officers or employees of the District. At least one (1) of the Committee members must be knowledgeable in the field of relocation assistance; at least one (1) must be versed in the conducting of administrative hearings; and at least one (1) must be a member of the community representing the District residents at large. The District's Office of Administration and Finance will provide such clerical and other support services as the Committee may need or reasonably request.
4. Decisions rendered by a Relocation Assistance Grievance Review Committee will be administratively final and conclusive and not subject to further administrative appeal. Any petition for judicial review of a decision rendered by a Relocation Assistance Grievance Review Committee must be pursuant to California Code of Civil Procedure section 1094.5 and must be brought within the time allowed by California Code of Civil Procedure section 1094.



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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids  
Site Improvements, Ratcliffe Stadium  
Fresno City College

ITEM NO. 02-129

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EXHIBIT: None

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Background:

Bid #0102-26 provides for the rehabilitation of the Blackstone Avenue entrance to Ratcliffe Stadium at Fresno City College. The work of this project includes street improvements, new concrete paving and walls, painted steel fencing and gates, electrical improvements, and new lighting, landscaping and irrigation systems. This project is part of an overall upgrade to the appearance and functionality of the stadium facility. Future improvements will be put out to bid as budgetary resources become approved and available. The work of this project will be scheduled for completion during the summer months with completion prior to the beginning of the fall semester.

Funding for this project will be provided by the Bookstore Enterprise Fund. The engineer's estimate for this project is \$190,000.00. Bids were received from two (2) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Wes Isaac Construction, Inc.	\$ 178,000.00
Stan Phillips Concrete Construction	\$ 180,000.00

Fiscal Impact:

\$ 178,000.00 – Bookstore Enterprise Funds

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-26 in the amount of \$178,000.00 to Wes Isaac Construction, Inc., the lowest responsible bidder for Site Improvements at Ratcliffe Stadium at Fresno City College, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids  
Painting of Superstructure, Ratcliffe Stadium  
Fresno City College

ITEM NO. 02-130

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EXHIBIT: None

Background:

Bid #0102-27 provides for the painting of the existing superstructure at the Blackstone Avenue entrance to Ratcliffe Stadium at Fresno City College. The work of this project consists of patching of the concrete columns, additional painting preparation, painting of the concrete superstructure and other components including fencing, gates, roof framing steel posts and beams, and other miscellaneous items. The work of this project will be scheduled in conjunction with the entrance improvement project and completed prior to the beginning of the fall semester.

Funding for this project will be provided by a combination of Bookstore Enterprise Funds and Capital Projects Funds. The engineer's estimate for this project is \$40,000.00. Bids were received from four (4) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Nelson's Painting, Inc.	\$ 30,920.00
Randy Thompson Painting	\$ 32,674.00
Ro's Precise Painting, Inc.	\$ 35,000.00
William B. Saleh Company	\$ 35,320.00

Fiscal Impact:

\$ 22,000.00 - Bookstore Enterprise Funds / \$8,920.00 - Capital Projects Funds

Recommendation:

It is recommended that the Board of Trustees award Bid #0102-27 in the amount of \$30,920.00 to Nelson's Painting, Inc., the lowest responsible bidder for Painting of Superstructure at Ratcliffe Stadium at Fresno City College, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: June 4, 2002

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SUBJECT: Consideration of Bids,  
Purchase of Mainframe Computer System,  
District Office

ITEM NO. 02-131

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EXHIBIT: None

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Background:

RFP #0102-31 is for the procurement of an upgrade to our current mainframe production and test servers necessary to run the Datatel Colleague system across all District locations. Also part of this RFP is the purchase of a storage area network solution (SANS) which will integrate with the new servers and the District's existing Intel based file servers. When the Datatel Colleague system first went live in the fall of 1997, installation of the Student System, Financial Aid and Accounting modules had been accomplished. Since this initial implementation, the Human Resources and Payroll modules have been added to Datatel. Additionally, the District has committed computing resources to WebAdvisor (web based access to register, view grades, class rosters and leave balances), and a telephone registration system. These additional services, combined with a 5% yearly student enrollment increase, have created demands on system resources that the current system is unable to manage. In fact, over the last year the District has been forced to shut down all but mission critical processes on the current system in order to meet the demands required during the registration process. While this growth is positive, it has had a negative effect on our ability to deliver computing resources across the District. It is the goal of RFP #0102-31 to provide an integrated system that will meet current demands and also provide for growth and expansion by 30% over the next five years.

The purchase of this proposed new Hewlett Packard mainframe and storage area network solution will provide the advantage of a proven Datatel first development platform. The low bidder for this solution also has an extensive relationship with Datatel and has provided many colleges and universities with computing infrastructure and services designed to specifically enhance the Datatel application.

Included in this purchase is three years of full system maintenance and all hardware, software, installation and training. Also included is a trade in allowance of our existing equipment. The recommended vendor, Sysix Technologies, has submitted the lowest priced proposal as well as a proposal that complies with the detailed project requirements.

As noted above, this RFP had two opportunities for response: (1) mainframe production and test systems, and (2) storage area network solution. Respondents were invited to respond to one or both portions although our stated preference was to award to a single vendor. You will notice that several vendors submitted proposals for the storage area network solution only. In both cases the cost of the solution was greater than the storage network solution contained in the recommended award. If awarded, installation will begin in July 2002, with testing performed throughout August 2002, and full system production by mid September 2002.

Funding for this project will be provided by previously approved 2002/03 Decision Package Funds. Proposal responses were received from five (5) vendors as follows:

<u>Bidder</u>	<u>Award Amount</u>
<b>Sysix Technologies</b>	<b>\$ 377,030.40</b>
California Software Corporation	\$ 483,265.05
Avnet Enterprise Solutions	\$ 794,631.00
XIOtech, A Seagate Company (SANS Only Response)	\$ 240,613.00
Dell Marketing L.P. (SANS Only Response)	\$ 256,791.91

Fiscal Impact:

\$377,030.40 - 2002/03 Decision Package Funds

Recommendation:

It is recommended that the Board of Trustees award RFP #0102-31 in the amount of \$377,030.40 to Sysix Technologies, the lowest responsible bidder for the Mainframe Computer System, District Office, and authorize the Chancellor or Executive Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.