Mission Statement (SCC Foundation Board of Directors)
The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs of the College.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF THE AGENDA
A. Amendments and Corrections (if any)
B. Approval of Agenda

IV. APPROVAL OF MINUTES – JULY 7, 2016

V. ACTION/NEW BUSINESS
A. The following slate of officers is presented for approval for the Executive Board of Directors of the Santiago Canyon College Foundation for the 2017-2018 academic year:

   President: Larry Cohn
   Vice President: Michelle Scolaro
   Secretary: Craig Shipcott
   Treasurer: Bill Underwood

ADJOURNMENT
The next ANNUAL meeting of the SCC Foundation Board of Directors will be held on Thursday, July 12, 2018, 8:00 a.m. to 8:05 a.m. in E-107.
Santiago Canyon College Foundation
Board of Directors ANNUAL MEETING
Thursday, July 7, 2016
8:00A.M. – 8:05 A.M.
8045 E. Chapman Ave., Orange, CA 92869
Room E-107 Conference Room

Santiago Canyon College Foundation Mission Statement
The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase
public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs
of the College.

MINUTES

I. CALL TO ORDER
The meeting was called to order at 8:05 a.m. by the Foundation President Shelly Parsons.

II. ROLL CALL
Board Members in Attendance: Larry Cohn, Dr. Betty Cotton, Dr. Jim D’Agostino, Mary
McMullin, Shelly Parsons, Michelle Scolaro, Craig Shipcott and Bill Underwood
Ex-Officio Voting Members in Attendance: Dr. John Hernandez, Karen Bustamante
Staff in Attendance: Julie Restivo

III. APPROVAL OF THE AGENDA
A. Amendments and Corrections (if any)
No amendments or corrections were noted to the Agenda.
B. Approval of Agenda
Larry Cohn moved to approve the agenda, Karen Bustamante seconded and the motion was
carried without dissent.

IV. APPROVAL OF MINUTES – JULY 9, 2015
There were no corrections to the Annual Minutes of July 9, 2015. Bill Underwood moved to
approve the minutes, Betty Cotton seconded and the motion was carried without dissent.

V. ACTION/NEW BUSINESS
A. Reappointment of Shelly Parsons for 2016-2017
Larry Cohn moved to approve the reappointment of Shelly Parsons, Bill Undewood seconded and
the motion was carried unanimously.
B. The following slate of officers is presented for approval for the Executive Board of Directors
of the Santiago Canyon College Foundation for the 2016-2017 academic year:
Larry Cohn moved to approve the 2016-2017 slate of officers, Jim D’Agostino seconded and the motion was carried unanimously.

President: Larry Cohn
Vice President: Shelly Parsons
Treasurer: Bill Underwood
Secretary: Craig Shipcott

ADJOURNMENT
The next ANNUAL meeting of the SCC Foundation Board of Directors will be held on Thursday, July
12, 2017, 8:00 a.m. to 8:05 a.m. in E-107.
The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs of the College.

AGENDA

1.0 PROCEDURAL MATTERS
1.1. Call to Order
1.2. Roll Call
1.3. Approval of the Agenda
1.4. Approval of the Minutes – Regular Board Meeting, April 6, 2017
1.5. Consent Calendar – None to Present
1.6. Public Comments
   1.6.1. Presentation by Transfer Center Coordinator Miguel Luna

2.0 REVIEW OF GENERAL ITEMS
2.1 Appointment of New Board Members – Snover Uppal to a term of July 2017-2020
2.2 Approval of Financial Statements from October 2016 – May 2017
2.3 Approval of Adopted Budget 2017-2018
2.4 Approval of 2017-2018 Grant Funding Requests
2.5 Approval of 2017-2018 Conference Travel Funding
2.6 Resolution to Incorporate the Investment Committee into a Finance and Investment Committee and Appointment of Members
2.7 Acceptance of Annual Board Member Pledge Agreement

3.0 INFORMATIONAL ITEMS & ORAL REPORTS
3.1 College President’s Report – John Hernandez
3.2 Board President’s Report – Larry Cohn
3.3 Quarter Financial Briefing – Bill Underwood
3.4 Foundation Interim Director’s Report – Karen Bustamante
3.5 Foundation Board Committee Reports
   3.5.1 Executive Committee – Larry Cohn
   3.5.2 Investment Committee – Bill Underwood
   3.5.3 Marketing & Outreach Committee – Michelle Scolaro
   3.5.4 Alumni Engagement Committee – Karen Bustamante

4.0 ADJOURNMENT – The next REGULAR meeting of the SCC Foundation Board of Directors will be held on Thursday, October 5, 2017, 8:00 a.m. to 9:30 a.m. in E-107 Conference Room.

2017-2018 CALENDAR OF EVENTS
- First Day of Fall Semester – August 28, 2017
• CASE Community College Conference – October 12-14, 2017, Anaheim
• Performing Arts Showcase – November 18, 2017 (Tentative)
• Theater Arts Showcase – December 1-3, 2017 (Tentative)
• Fall Semester Ends – December 15, 2017
• Spring Semester Begins – February 5, 2018
• Community Science Night – Friday, March 16, 2018
• Hawks 17th Annual Golf Tournament – Friday, April 20, 2018, Tustin Ranch Golf Club
• Scholarship Donor Reception – Thursday, May 17, 2018, 4:00 p.m., Library (Tentative)
• Scholarship Ceremony – Thursday, May 17, 2018, 5:30 p.m., Strenger Plaza (Tentative)
• Student Art Exhibition – Thursday, May 17, 2018, 6:30 p.m., Library (Tentative)
• Commencement – June 1, 2018

CITY OF ORANGE COMMUNITY RELATIONS PARTNERSHIP EVENTS
• Treats in the Streets Autumn Festival – Thursday, October 27, 2017, 4:00 p.m., Orange Plaza
• Veterans Day Tribute – Friday, November 11, 2017, 2:00 p.m., Veterans Memorial at Depot Park
• Tree Lighting Ceremony & Candlelight Choir Procession – Sunday, December 4, 2017, 3:30 p.m., Orange Plaza

2017-18 EXECUTIVE COMMITTEE MEETING DATES*
These meetings are open to all board members to attend
• Thursday, July 27, 2017
• Thursday, August 24, 2017
• Thursday, September 28, 2017
• Thursday, October, 26, 2017
• Thursday, November 16, 2017 (3rd Thursday)
• Thursday, December 14, 2017 (2nd Thursday)
• Thursday, January 25, 2018
• Thursday, February 22, 2018
• Thursday, March 22, 2018
• Thursday, April 26, 2018
• Thursday, May 24, 2018
• Thursday, June 28, 2018

*All meetings take place in E-107, unless otherwise noted.
Santiago Canyon College Foundation
Board of Directors QUARTERLY BOARD MEETING
April 6, 2017
8:00 A.M. – 9:30 A.M.
8045 E. Chapman Ave., Room E-107
Orange, CA 92869

Santiago Canyon College Foundation Mission Statement
The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs of the College

MINUTES

1.0 PROCEDURAL MATTERS

1.1. Call to Order
The meeting was called to order at 8:08 a.m.
Board Members in Attendance: Larry Cohn, Mary McMullin, Michelle Scolaro, Craig Shipcott, Bill Underwood
Ex-Officio Voting Members in Attendance: Dr. John Hernandez, Karen Bustamante
Staff in Attendance: Melody Vaught, Denise Sonnenberg
Guests: Vice Chancellor for Education Services/RSCCD Foundation Director Enrique Perez, Micky and Snover Uppal

1.2. Approval of the Agenda
No corrections or additions were required.

1.3. Approval of Minutes – Regular Board Meeting – January 5, 2017
There were no corrections to the regular meeting minutes of January 5, 2017. Larry Cohn moved to approve the minutes, Bill Underwood seconded and the motion was carried without dissent.

1.4. Public Comments
Assistant Vice Chancellor for Education Service/RSCCD Foundation Director Enrique Perez made a presentation on the RSCCD Foundation’s focus and projects. In the past, the RSCCD Foundation’s mission was fundraising for both colleges. With the addition of a new board, the mission changed to a focus on regional workforce and economic development. This new mission resolves the competition with the SCC and SAC foundations for donors, since the goals are different. RSCCD provides economic and workforce development programs for the region gratis or for a nominal fee; however, resources are limited so the RSCCD Foundation cultivates corporate donors for additional support. As an example, Chevon’s government relations and community outreach is focused on small business development by women. Chevron partnered with RSCCD to provide $100,000 for RSCCD to work with and support local women entrepreneurs. The Foundation also approaches large corporation with the knowledge that they need to replace their retiring workforce and offers training programs for their replacement workers. The Foundation also promotes SCC’s Career Technical Education (CTE) programs. Part of the RSCCD Foundation’s business plan is to explore international training opportunities to increase revenue. RSCCD is a
large corporation that has the ability to offer services globally. There is currently a partnership with the Kingdom of Saudi Arabia. The next target is China.

Assistant Vice Chancellor Perez agreed to meet with the executive director and members of the SCC Foundation board to ensure better collaboration to mitigate duplication of funding requests to the same entities. He offered his email address and encouraged the Foundation Board of Directors members not to hesitate to contact him at:  

perez_enrique@rsccd.edu

2.0 REVIEW OF GENERAL ITEMS

2.1 Action/New Business

2.1.1 Vote to Approve Kyle Kneubuhl and Addison Adams to the Board of Directors – Mary McMullin moved to approve Kyle Kneubuhl and Addison Adams for membership to the SCC Foundation Board of Directors, Betty Cotton seconded, and the motion was carried without dissent.

2.1.2 Quarterly Financial Briefing

Bill Underwood introduced a four-step process to build stronger financial awareness of the Foundation’s finances today and at future meetings, outlined in a hand-out he provided (attached). Mr. Underwood presented an overview of trends in the Foundation’s assets, pointed out revisions to The Investment Policy, and announced that an accountant had been hired who will be working backwards to produce monthly financial statements from October 2016 to the present.

2.1.3 Tentative Budget for 2017-2018

Interim Executive Director Karen Bustamante presented the draft 2017-18 budget. Mr. Underwood suggested the development of a quarterly budget showing actual vs. budget and board review of line-item variances. This will create a higher level of transparency and also give the board a better idea of funding needs.

2.1.4 Discussion of Board Member Annual Philanthropic Expectations

Karen produced a Board member pledge document outlining members’ responsibilities and requirements which members are asked to sign. As a statement of confidence in the leadership and a commitment to the Foundation Board, members are asked to become a member of the President’s Circle with a minimum $500 unrestricted donation.

Bill Underwood moved that, effective July 1, 2017, as a part of a commitment to the Foundation Board of Directors, members become part of the President’s Circle with a minimum donation of $500. Kyle Kneubuhl seconded and the motion was carried without dissent.

3.0 INFORMATIONAL ITEMS & ORAL REPORTS

3.1 College Interim President’s Report – John Hernandez

Dr. Hernandez discussed concerns the college is facing with a drop in full-time equivalent student (FTES) enrollment. Nation-wide, community college enrollment is down 2.6 percent. SCC credit program is anticipated to be down 2 percent, with the
Orange Education Center (non-credit program) on target. Overall, SCC and OEC enrollments might be down by 1.9 percent. SCC will be stabilization next year, which allows colleges three years to restore their enrollment before their California funding levels drop. One primary cause for the drop in FTES is that students are enrolling, but taking fewer units so they can work or better maintain higher grades. They also report that classes are not always offered at times that are convenient to them, so they take classes elsewhere. The administration has identified several strategies to address FTES reductions, including (but not limited to):

- Growth in online class offerings.
- Students dual enrolled in high schools and SCC are now counted toward SCC’s FTES totals.
- Expanding SCC’s signature Water Utility Program, including an expansion of online coursework, so the program can be offered state-wide.
- More aggressive marketing and outreach to local high schools.

3.2 **Board President’s Report – Larry Cohn**
Karen Bustamante moved that the Board President’s Report be held over to the next meeting due to time constraints, Bill Underwood seconded, and the motion was carried without dissent.

3.3 **Foundation Interim Director’s Report – Karen Bustamante**
Karen Bustamante moved that the Foundation Interim Director’s Report be held over to the next meeting due to time constraints, Bill Underwood seconded, and the motion was carried without dissent.

3.4 **Foundation Board Committee Reports**

3.4.1 **Executive Board Committee – Larry Cohn**
Karen Bustamante moved that the Foundation Board Committee Reports be held over to the next meeting due to time constraints, Bill Underwood seconded, and the motion was carried without dissent.

3.4.2 **Investment Committee – Bill Underwood**
There was a discussion of revisions to the current investment policy. Mr. Underwood moved to recommend the document with the following changes:
- Page 6, Para 1 under INVESTMENT PERFORMANCE GOALS, strike “Over the investment three-year time horizon,”
- Page 9, round up 52.5% under the Equities Preferred Allocation to 53%
- Page 9, round down 37.5% under the Fixed Income Preferred Allocation to 37%.
Kyle Kneubuhl seconded, and the motion was carried without dissent.

3.4.3 **Marketing & Outreach Committee – Michelle Scolaro**
Karen Bustamante moved that the Marketing & Outreach Committee report be held over to the next meeting due to time constraints, Bill Underwood seconded, and the motion was carried without dissent.

3.4.4 **Alumni Committee – Denise Sonnenberg**
Karen Bustamante moved that the Alumni Committee Report be held over to the next meeting due to time constraints, Bill Underwood seconded, and the motion was carried without dissent.

4.0 **ADJOURNMENT** – The meeting adjourned at 9:44 a.m. The next **REGULAR** meeting of the SCC Foundation Board of Directors will be held on July 6, 2017, 8:00 a.m. to 9:30 a.m. in E-107 Conference Room.
Santiago Canyon College Foundation

Quarterly Financial Briefing for SCCF Board

Board Treasurer’s Perspective

April 6, 2017

I. New Item for our Board Meetings – **Quarterly Financial Briefing**

a. **Objective** – To Provide SCCF Board a Financial Awareness of SCCF Finances, to Build Upon in Future Meetings.
   1. April Mtg. – **Financial Strategic Facts**
   2. July Mtg. – **Status of 3 major Strategic Changes**
   4. Jan. Mtg. – **Financial Long Term Strategic Plans**

b. **Why** get Board more involved in Finances?
   1. SCC Foundation Bylaws states in Article V, Section 2:
      a. “All the business and affairs of the corporation shall be managed and controlled by the Board of Directors.” Because we, the Board, are responsible for what happens financially.

c. **SCCF Financial Awareness** Pop Quiz Handout

d. **7 Years of SCCF Financial Facts**, all on 1 Page Handout

e. **3 Major Strategic Financial Fact Trends** - Opportunities
   1. SCCF’s **Total Net Assets have declined over $450,000 (25%)** over the last 3+ years from FY2013 to Now. **But SCCF Total Net Assets have increased $545,000 (62%)** over the last 6+ yrs.

   2. SCCF Portfolio’s Investments appears to have **underperformed** the Market and Common Fund’s Community College Performance Index.

   3. SCCF has **not had an accountant to produce monthly financial statements for the last 5 months**, thus a death of financial information.
f. **The Good News for the 3 Major Financial Facts**

1. The upward trend over 6 years is good growth. **The downward trend over last 3+ years has been analyzed by Karen** and is detailed in attached one page email.  
   *This is a great opportunity for a proactive Board to make a difference in the Operating Fund Revenues.*

2. An SCCF Investment Committee was formed last year and has been active to focus Board expertise on SCCF investment portfolio performance and the investment advisory management firms to manage this function.

   The **Investment Policy has been revised to include enhanced investment portfolio performance goals** separately for Operating Accounts & Endowment Accounts.

   In addition an *every 5 year or earlier, if conditions warrant* clause was inserted into **The Investment Policy** to provide for the Investment Committee to decide whether **to invite other investment management consultants to submit competitive proposals** to manage the SCCF investment portfolio every 5 years or earlier.

   *The Investment Committee is currently setting up familiarization presentations by selected firms with expertise in our type of portfolios.*

3. **A very skilled and experienced accountant has been hired in past month for SCC & SCCF.**
   *She is currently working on producing monthly SCCF financial statements from November, 2016 to now.*  
   Karen has done a great job coping in less than ideal conditions. **Karen can now brief you on the Current Financial Conditions.**
<table>
<thead>
<tr>
<th></th>
<th>FY-09/10</th>
<th>FY-10/11</th>
<th>FY-11/12</th>
<th>FY-12/13</th>
<th>FY-13/14</th>
<th>FY-14/15</th>
<th>FY-15/16</th>
<th>FY-16/17 to date</th>
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<td>Contributions</td>
<td>$214,405</td>
<td>$285,128</td>
<td>$306,699</td>
<td>$968,948</td>
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<td>Interest/Investment Income</td>
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<td>$17,602</td>
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<td>$(5,847)</td>
<td>$(5,734)</td>
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<td>Unrealized Gains (loss) on Investments</td>
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<td>$18,111</td>
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<td><strong>Total Revenue</strong></td>
<td><strong>$258,637</strong></td>
<td><strong>$379,235</strong></td>
<td><strong>$291,429</strong></td>
<td><strong>$1,043,455</strong></td>
<td><strong>$403,866</strong></td>
<td><strong>$161,633</strong></td>
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<td>Scholarships</td>
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<td>Program Expenses</td>
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<td>Salaries and Benefits</td>
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<td>Conference, Mileage &amp; Parking Expenses</td>
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<td>Professional Fees</td>
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<td>Miscellaneous</td>
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<td><strong>Total Expenditures</strong></td>
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<td><strong>$224,693</strong></td>
<td><strong>$243,997</strong></td>
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<td><strong>Net Revenue</strong></td>
<td><strong>$16,533</strong></td>
<td><strong>$149,879</strong></td>
<td><strong>$56,736</strong></td>
<td><strong>$799,758</strong></td>
<td><strong>$(114,949)</strong></td>
<td><strong>$(216,391)</strong></td>
<td><strong>$(594,185)</strong></td>
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<td><strong>$877,993</strong></td>
<td><strong>$1,027,872</strong></td>
<td><strong>$1,084,608</strong></td>
<td><strong>$1,884,366</strong></td>
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<td><strong>$1,552,426</strong></td>
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</table>

1 International Student Transfer $100,000.00
2 Transfer of program funds to Student Business Office Accounts $85,497.00
3 Salary payments for coordinator $196,059.00

$1,196,741.15 Morgan Stanley
$10,773.11 SFFCU
$37,535.92 SFFCU
$105,229.40 SFFCU
$23,452.29 Grandpoint Bank

$1,423,731.87 Total Net Assets
Follow-up to Executive Board Meeting Last Thursday

From: "Bustamante, Karen" <Bustamante_Karen@sccollege.edu>
To: "Larry Cohn (lcohn@hsmg.biz)", "wfunderwood@earthlink.net", "Craig Shipcott (craig.shipcott@edwardjones.com)"
Subject: Follow-up to Executive Board Meeting Last Thursday
Date: Feb 28, 2017 12:04 PM

Hi Larry, Bill and Craig,

The meeting on Thursday brought up several questions related to foundation accounting. This email is a follow-up to some of those questions.

Recent Asset Declines
Following up on our meeting last Thursday, I did a comparative analysis of our revenue/expenses and net assets, based on audited reports from FY-2011 to 2016.

I understand continuing (and not unwarranted) concerns that foundation assets have taken a precipitous drop in the last few years. This has indeed been the case, and there are several reasons for this. In FY-2013, the SCC Foundation received a $700,000 donation from the RSCCD Foundation. This was SCC's share of a matured trust fund that had been held at the district. This resulted in a peak rise in assets to $1,884,366. The SCCF board earmarked over $100,000 of that money as seed funds for our budding international student program. Another $300,000 of that donation was set aside to fund a new development coordinator position for three years, with the idea that after that period the college would assume primary funding for the position. To date approximately $196,000 of that set aside has been spent on the coordinator's salary. In addition, in FY-14, it was decided to permanently transfer various program accounts (athletics, student club accounts, etc.) from the foundation to the college's student business office. The total of this transfer was over $85,000. This decision was made in order to address the fact that the foundation had become a de facto bank for the campus clubs and programs, which given its limited accounting staff, was not sustainable.

All told, these transfers and salary payments added up to over $381,000.

- International student program - $100,000
- Development Coordinator Salary $196,000
- Student Business Office Transfer $85,000

There also appear to have been two years of significant unrealized losses on investments in both FY 2015 and FY 2016.
## SANTIAGO CANYON COLLEGE FOUNDATION
### 2017-2018 OPERATIONAL BUDGET
#### Tentative Budget

### Approved DATE

<table>
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<td>From Prior Year's Ending Balance</td>
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<td><strong>Projected Income - General Operations</strong></td>
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<td>SCCF Bank Interest &amp; Interest</td>
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<td>Unrestricted Donations</td>
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<td>Management Fees</td>
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<td>Hawks Golf Tournament (40% of net proceeds)</td>
<td>$6,000.00</td>
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<td><strong>SUBTOTAL</strong></td>
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<td><strong>TOTAL SOURCES OF INCOME</strong></td>
<td>$36,140.00</td>
<td>$19,567.00</td>
<td>$36,190.00</td>
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**As of 03/24/2017**

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<td>Other Licenses &amp; Fees</td>
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<td>$11,140.00</td>
<td>$11,140.00</td>
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<td><strong>TOTAL USES OF FUNDS</strong></td>
<td>$36,140.00</td>
<td>$19,567.00</td>
<td>$36,190.00</td>
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</table>

**as of 03/24/2017**

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Page 1 of 1
SCC Foundation Mission Statement
The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs of the College.

Role of the SCC Foundation Board of Directors
The main role of the Board of Directors is to guide the Santiago Canyon College Foundation in its mission to enhance the financial resources and community profile of the College. Specific responsibilities of the board as a whole include the following:

- Work to ensure adequate financial resources for scholarships, foundation operations, and other needs of the College.
- Actively provide input both in determining the Foundation’s strategic and financial goals and in evaluating progress those goals.
- Participate in planning programs and activities designed to carry out the strategic plan.
- Protect Foundation assets and provide adequate financial oversight.
- Ensure legal and ethical integrity of the Foundation.
- Help build and maintain an effective board.
- Set policies that govern fiscal, fundraising, gift acceptance and other operational functions of the Foundation.
- Enhance the public image and standing of the College in the community it serves.

My Pledge as a Board Member
My commitment to the mission of the Santiago Canyon College Foundation and my understanding of the board’s overall role inspire me to make the following pledge:

- Familiarize myself with the Foundation’s governing documents (e.g., by-laws, charter) and Strategic Plan.
- Familiarize myself generally with College programs, accomplishments and needs.
- Attend at least three regular board meetings and the board retreat and actively participate in board discussions and planning efforts (there are four general quarterly meetings held on the second Thursday of January, April, July and October, and one annual retreat).
- Serve on at least one board committee.
- Attend major foundation events or college programs, as appropriate.
- Advocate for the College in the community whenever possible.
- Participate, as my schedule permits, in board training (webinars, conferences, retreats) that enhances my understanding of board development, foundation practices and/or fundraising.
- Contribute advice in areas in which I possess professional expertise of use to the Foundation.
- Make the Foundation aware of potential volunteers or donors I know or meet.
- Make an annual, unrestricted monetary contribution to the Foundation that is significant to me.
• Provide any level of support commensurate with my comfort level (food, beverages, raffle or auction prizes, registration, sponsorship or supplies) to the foundation’s signature event, the annual golf tournament.

In addition to the above pledge, in cooperation with college advancement staff, I can also participate in the specific following activities (choose any that interest you):

☐ Speak to student groups/classes on campus about topics about which I have professional or personal knowledge.
☐ Connect the college to people I know who have expertise in professional areas that reflect the college curriculum.
☐ Serve on College or district committees or task forces on behalf of the Foundation.
☐ Speak to community groups about Foundation activities/programs.
☐ Research whether my employer has a gift matching program that can boost the value of my gifts to the Foundation.
☐ Call donors to thank them for their gifts.
☐ Contact local media outlets to pitch stories.
☐ Help identify possible grant opportunities.
☐ Write grants proposals.
☐ Host small gatherings (cocktail, receptions or dinners) in my home of selected potential supporters to discuss specific topics of interest.
☐ Accompany the foundation director or college president on a visit to a potential donor.
☐ Serve on the Hawks Golf Tournament planning committee.
☐ Be a Hawks Golf Tournament dinner table captain by securing 6-8 guests (including myself).
☐ Other ________________________________

Signature ________________________________ Date ________________________________

Print Name ________________________________

This is a pledge, not a binding legal document. It is designed to guide your participation on the SCC Foundation board and help you assess your personal commitment to being on the SCC Foundation board.
Santiago Canyon College Foundation

Statement of Investment Policy

April 6, 2017
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SCOPE OF THIS INVESTMENT POLICY

This statement of investment policy reflects the investment policy, objectives, and constraints of the Santiago Canyon College Foundation.

PURPOSE OF THIS INVESTMENT POLICY STATEMENT

This statement of investment policy is set forth by the Board of the Santiago Canyon College Foundation in order to:

1. Define and assign the responsibilities of all involved parties.
2. Establish a clear understanding for all involved parties of the investment goals and objectives of Operating Funds assets.
3. Offer guidance and limitations to all Investment Managers regarding the investment of Operating Funds assets.
4. Establish a basis for evaluating investment results.
5. Manage Operating Funds assets according to prudent standards as established in common trust law.
6. Establish the relevant investment horizon for which the Operating Funds assets will be managed.

In general, the purpose of this statement is to outline a philosophy and attitude which will guide the investment management of the assets toward the desired results. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical.

DELEGATION OF AUTHORITY

The Board of the Santiago Canyon College Foundation is a fiduciary, and is responsible for directing and monitoring the investment management of Operating Funds assets. As such, the Board is authorized to delegate certain responsibilities to professional experts in various fields. These include, but are not limited to:

1. Investment Management Consultant. The consultant may assist the Board in the following: establishing investment policy, objectives, and guidelines; selecting investment managers, reviewing such managers over time, measuring and evaluating investment performance; and other tasks as deemed appropriate.
2. Investment Manager. The investment manager has discretion to purchase, sell, or hold the specific securities that will be used to meet the Operating Funds' investment objectives.
3. Custodian. The custodian will physically (or through agreement with a sub-
custodian) maintain possession of securities owned by the Operating Funds, collect
dividend and interest payments, redeem maturing securities, and effect receipt and
delivery following purchases and sales. The custodian may also perform regular
accounting of all assets owned, purchased, or sold, as well as movement of assets
into and out of the Operating Funds accounts.

4. Co-Trustee. The Board may appoint an outside individual or entity, such as a bank
trust department, to be co-trustee. The Co-trustee will assume fiduciary
responsibility for the administration of Operating Funds assets.

5. Additional specialists such as attorneys, auditors, actuaries, retirement plan
consultants, and others may be employed by the Board to assist in meeting its
responsibilities and obligations to administer Operating Funds assets prudently.

The Board will not reserve any control over investment decisions, with the exception of
specific limitations described in these statements. Managers will be held responsible and
accountable to achieve the objectives herein stated. While it is not believed that the limitations
will hamper investment managers, each manager should request modifications which they
 deem appropriate.

If such experts employed are also deemed to be fiduciaries, they must acknowledge such in
writing. All expenses for such experts must be customary and reasonable, and will be borne by
the Operating Funds as deemed appropriate and necessary.

DEFINITIONS

1. "Operating Funds" shall mean the Santiago Canyon College Foundation.
2. "The Board" shall refer to the governing board established to administer the
Operating Funds as specified by applicable ordinance.
3. "Fiduciary" shall mean any individual or group of individuals that exercise
discretionary authority or control over fund management or any authority or
control over management, disposition or administration of the Operating Funds
assets.
4. "Scholarship Accounts" shall mean an account established to generate revenue
designated as restricted and invested specifically to support the funding needs of an
individual or group of scholarship funds.
5. "Operating Revenue" shall mean an account or accounts established to generate revenue designated as unrestricted and invested specifically to support the funding needs of Santiago Community College Foundation.
6. "Investment Manager" shall mean any individual, or group of individuals,
employed to manage the investments of all or part of the Operating Funds
assets.
7. "Investment Management Consultant" shall mean any individual or organization
employed to provide advisory services, including advice on investment objectives
and/or asset allocation, manager search, and performance monitoring.
8. "Securities" shall refer to the marketable investment securities which are defined
as acceptable in this statement.

1. "Investment Horizon" shall be the time period over which the investment objectives, as set forth in this statement, are expected to be met.

ASSIGNMENT OF RESPONSIBILITY

Responsibility of the Investment Manager(s)

Each Investment Manager must acknowledge in writing its acceptance of responsibility as a fiduciary or have the Investment Management Consultant(s) provide documented initial and continuous due diligence on the Investment Managers. Each Investment Manager will have full discretion to make all investment decisions for the assets placed under its jurisdiction, while observing and operating within all policies, guidelines, constraints, and philosophies as outlined in this statement. Specific responsibilities of the Investment Manager(s) include:

1. Discretionary investment management including decisions to buy, sell, or hold individual securities.
2. Reporting, on a timely basis, quarterly investment performance results.
3. Communicating any major changes to economic outlook, investment strategy, or any other factors which affect implementation of investment process, or the investment objective progress of the Operating Funds' investment management.
4. Informing the Board regarding any qualitative change to investment management organization: Examples include changes in portfolio management personnel, ownership structure, investment philosophy, etc.

Responsibility of the Investment Management Consultant(s)

The Investment Management Consultant's role is that of a non-discretionary advisor to the Board of the Santiago Canyon College Foundation. Investment advice concerning the investment management of Operating Funds assets will be offered by the Investment Management Consultant, and will be consistent with the investment objectives, policies, guidelines and constraints as established in this statement. Specific responsibilities of the Investment Management Consultant include:

1. Providing a comprehensive report on all Operating Funds assets to the Board of the Santiago Canyon College Foundation at their annual meeting or as requested.
2. Assisting in the development and periodic review of investment policy.
3. Conducting investment manager searches when requested by the Board.
4. Monitoring the performance of the Investment Manager(s) to provide the Board with the ability to determine the progress toward the investment objectives.
5. Communicating matters of policy, manager research, and manager performance to the Board.
6. Reviewing Operating Funds investment history, historical capital markets performance and the contents of this investment policy statement to any newly appointed members of the Board.
GENERAL INVESTMENT PRINCIPLES

1. Investments shall be made solely in the interest of the beneficiaries of the Operating Funds.
2. The Fund shall be invested with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the investment of a fund of like character and with like aims.
3. Investment of the Fund shall be so diversified as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.
4. The Board may employ one or more investment managers of varying styles and philosophies to attain the Fund's objectives.
5. Cash is to be employed productively at all times, by investment in short term cash equivalents to provide safety, liquidity, and return.

INVESTMENT MANAGEMENT POLICY

1. Preservation of Capital - Consistent with their respective investment styles and philosophies, investment managers should make reasonable efforts to preserve capital, understanding that losses may occur in individual securities.
2. Risk Aversion - Understanding that risk is present in all types of securities and investment styles, the Board recognizes that some risk is necessary to produce long-term investment results that are sufficient to meet the Operating Funds' objectives. However, the investment managers are to make reasonable efforts to control risk, and will be evaluated regularly to ensure that the risk assumed is commensurate with the given investment style and objectives.
3. Adherence to Investment Discipline - Investment managers are expected to adhere to the investment management styles for which they were hired. Managers will be evaluated regularly for adherence to investment discipline.

GOALS OF FOUNDATION

The Board feels that grants to be made in the future are as important as grants made today. This is consistent with the philosophy that this Foundation is to exist in perpetuity, and therefore, should provide for grant making in perpetuity. To attain this goal, the overriding objective of this foundation is to maintain purchasing power. That is, net of spending, the objective is to grow the aggregate portfolio value at the rate of inflation over the Foundation's investment horizon. The Foundation's specific investment objectives will be established later in this document.

ATTITUDE TOWARD GIFTS

Future giving (contributions) to this Foundation is expected to be relatively consistent, and
therefore, predictable. However, the Board has set an investment strategy with the objective of maintaining purchasing power of Foundation assets before consideration of gifts. Accordingly, future giving will serve to increase purchasing power. Therefore, expectations may be expressed by the following equation:

\[
\text{Total Return} = \text{Spending} + \text{Inflation} + \text{Expenses}, \text{ while Giving} = \text{Increase in Purchase Power}
\]

**SPENDING POLICY**

The Board will attempt to balance the Foundation's shorter-term (annual) grant making obligations with its goal to provide grants into perpetuity, and therefore design a spending policy which is flexible.

The annual spending target for each of the invested accounts will be up to 4% of the portfolio value and is based upon the board’s discretion.

**INVESTMENT OBJECTIVES FOR THE FOUNDATION ENDOWMENT ACCOUNTS**

In order to meet its needs, the investment strategy of the Santiago Canyon College Foundation is to emphasize total return, defined as the aggregate return from capital appreciation and dividend and interest income.

Specifically, the *primary* objective in the investment management for the Endowment Funds assets shall be:

\[
\text{Income and Growth} - \text{To achieve a balanced return of current income and modest growth of principal. The targeted annual rate of return will be 5.5\% (net of fees) over a ten-year time horizon for the foundation endowment accounts.}
\]

The *secondary* objectives in the investment management of the Endowment Funds assets shall be:

\[
\text{High Current Income} - \text{To maximize the generation of investment income (interest and dividends) while avoiding excessive risk.}
\]

\[
\text{Preservation of Purchasing Power After Spending} - \text{To achieve returns in excess of the rate of inflation plus spending over the investment horizon in order to preserve purchasing power of Plan assets. Risk control is an important element in the investment of Plan assets.}
\]
INVESTMENT OBJECTIVES FOR THE FOUNDATION OPERATING REVENUE FUNDS

In order to meet its needs, the investment strategy of the Santiago Canyon College Foundation is to emphasize total return, namely the aggregate return from capital appreciation and dividend and interest income.

Specifically, the primary objective in the investment management of Operating Revenue Funds shall be:

Income and Growth - To achieve a balanced return of current income and modest growth of principal.

The secondary objectives in the investment management of Operating Revenue Funds shall be:

Preservation of Purchasing Power After Spending - To achieve returns in excess of the rate of inflation plus spending over the investment horizon in order to preserve purchasing power of Plan assets. Risk control is an important element in the investment of Plan assets.

Liquidity - To ensure the ability to meet expected or unexpected cash flow needs by investing in securities which can be sold readily and efficiently.

INVESTMENT PERFORMANCE GOALS

Over the investment three-year time horizon, the performance expectation of the fund manager(s) shall be to match or exceed a targeted annual rate of return of 2% (net of fees) over a three-year time horizon for the foundation operating funds.

The investment goals above are the objectives of the aggregate Operating Funds, and are not meant to be imposed on each investment account (if more than one account is used.) The goal of each investment manager, over the investment horizon, shall be to:

1. Meet or exceed the market index, or blended market index, selected and agreed upon by the Board that most closely corresponds to the style of investment management.
2. Display an overall level of risk in the portfolio which is consistent with the risk associated with the benchmark specified above. Risk will be measured by the standard deviation of quarterly returns.

Specific investment goals and constraints for each investment manager, if any, shall be incorporated as part of this statement of investment policy. Each manager shall receive a written statement outlining his specific goals and constraints as they differ from those objectives of the entire Operating Funds.
DEFINITION OF RISK

The Board realizes that there are many ways to define risk. It believes that any person or organization involved in the process of managing the Santiago Canyon College Foundation assets understands how it defines risk so that the assets are managed in a manner consistent with the Operating Funds' objectives and investment strategy as designed in this statement of investment policy. The Board defines risk as:

The probability of not meeting the Plan's objectives.

LIQUIDITY

To minimize the possibility of a loss occasioned by the sale of a security forced by the need to meet a required payment, the Board will periodically provide investment counsel with an estimate of expected net cash flow. The Board will notify the investment consultant in a timely manner, to allow sufficient time to build up necessary liquid reserves.

MARKETABILITY OF ASSETS

The Board requires that all of Operating Funds assets be invested in liquid securities, defined as securities that can be transacted quickly and efficiently for the Operating Funds, with minimal impact on market price.

INVESTMENT GUIDELINES

Allowable Assets

1. Cash Equivalents
   - Treasury Bills
   - Money Market Funds
   - Commercial Paper
   - Banker's Acceptance
   - Certificates of Deposit

2. Fixed Income Securities
   - U.S. Government and Agency Securities
   - Corporate Notes and Bonds
   - Mortgage Backed Bonds
   - Preferred Stock
   - Fixed Income Securities of Foreign Governments and Corporations
   - Planned Amortization Class Collateralized Mortgage Obligations (PAC CMOs)

3. Equity Securities
Common Stocks
Convertible Notes and Bonds
Convertible Preferred Stocks
American Depository Receipts (ADRs) of Non-U.S. Companies
Stocks of Non-US Companies (Ordinary Shares)

4. Mutual Funds
   Mutual Funds which invest in securities as allowed in this statement.

5. Other Assets
   Guarantee Investment Contracts (GIC’s)

Derivative Investments

Derivative securities are defined as synthetic securities whose price and cash flow characteristics are based on the cash flows and price movements of other underlying securities. Most derivative securities are derived from equity or fixed income securities and are packaged in the form of options, futures, Collateralized Mortgage Obligations (CMOs) such as Planned Amortization Class bonds (PACs), Interest-Only (IOs), Principal Only (POs), residual bonds, etc., and interest rate swaps, among others. The Board feels that many derivative securities are relatively new and therefore have not been observed over multiple economic cycles. Due to this uncertainty, the Board will take a conservative posture on derivative securities in order to maintain its risk adverse nature. Since it is anticipated that new derivative products will be created each year, it is not the intention of this document to list specific derivatives that are prohibited from investment, rather it will form a general policy on derivatives. So long as they conform to the guidelines and risk tolerances established in this statement of investment policy, the Investment Manager(s) may invest Plan assets in derivative securities at its discretion.

Stock Exchanges

To ensure marketability and liquidity, investment advisors will execute equity transactions through the following exchanges: New York Stock Exchange, American Stock Exchange and NASDAQ over-the-counter market. In the event that an Investment Manager determines that there is a benefit or a need to execute transactions in exchanges other than those listed in this statement, written approval is required from the Board.

Prohibited Assets

Prohibited investments include, but are not limited to the following:
1. Commodities and Futures Contracts
2. Private Placements
3. Options
4. Limited Partnerships
5. Venture-Capital Investments
6. Interest-Only (IO), Principal-Only (PO), and Residual Tranche CMOs
Prohibited Transactions

Prohibited transactions include, but are not limited to the following:

1. Short Selling
2. Margin Transactions

Asset Allocation Guidelines

Investment management of the assets of the Santiago Canyon College Foundation shall be in accordance with the following asset allocation guidelines:

1. Aggregate Operating Funds Asset Allocation Guidelines (at market value)

<table>
<thead>
<tr>
<th>Asset Class</th>
<th>Minimum</th>
<th>Maximum</th>
<th>Preferred</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equities</td>
<td>20%</td>
<td>70%</td>
<td>52.5%</td>
</tr>
<tr>
<td>Fixed Income</td>
<td>20%</td>
<td>60%</td>
<td>37.5%</td>
</tr>
<tr>
<td>Cash and Equivalents</td>
<td>5%</td>
<td>20%</td>
<td>5%</td>
</tr>
<tr>
<td>Alternative Investments</td>
<td>0%</td>
<td>10%</td>
<td>5%</td>
</tr>
</tbody>
</table>

2. The Board may employ investment managers whose investment disciplines require investment outside the established asset allocation guidelines. However, taken as a component of the aggregate Operating Funds, such disciplines must fit within the overall asset allocation guidelines established in this statement. Such investment managers will receive written direction from the Board regarding specific objectives and guidelines.

3. In the event that the above aggregate asset allocation guidelines are violated, for reasons including but not limited to market price fluctuations, the Board will instruct the Investment Manager(s) to bring the portfolio(s) into compliance with these guidelines as promptly and prudently as possible. In the event that any individual Investment Manager's portfolio is in violation with its specific guidelines, for reasons including but not limited to market price fluctuations, the Board expects that the investment Manager will bring the portfolio into compliance with these guidelines as promptly and prudently as possible without instruction from the Board.

Diversification for Investment Managers

The Board does not believe it is necessary or desirable that securities held in the Operating Funds represent a cross section of the economy. However, in order to achieve a prudent level of portfolio diversification, the securities of anyone company or government agency should
not exceed 5% of the total fund, and no more than 12% of the total fund should be invested in any one sector. Individual treasury securities may represent 10% of the total fund, while the total allocation to treasury bonds and notes may represent up to 100% of the Operating Funds' aggregate bond position.

**Guidelines for Fixed Income Investments and Cash Equivalents**

1. Operating Funds assets may be invested only in investment grade bonds rated BBB (or equivalent or better).
2. Operating Funds assets may be invested only in commercial paper rated A1 (or equivalent) or better.
3. Fixed income maturity restrictions are as follows:
   - Maximum maturity for any single security is 25 years.
   - Weighted average portfolio maturity may not exceed 15 years.
4. Money Market Funds selected shall contain securities whose credit rating at the absolute minimum would be rated investment grade by Standard and Poor's, and/or Moody's.

**SELECTION OF INVESTMENT MANAGERS**

The Board's selection of Investment Manager(s) must be based on prudent due diligence procedures. A qualifying investment manager must be a registered investment advisor under the Investment Advisors Act of 1940, or a bank or insurance company. The Board requires that each investment manager provide, in writing, acknowledgement of fiduciary responsibility to the Santiago Canyon College Foundation or be subjected to a rigorous due diligence process by the Investment Management Consultant.

**INVESTMENT MANAGER PERFORMANCE REVIEW AND EVALUATION**

Performance reports generated by the Investment Manager shall be compiled at least quarterly and communicated through the Investment Management Consultant to the Board for review. The investment performance of total portfolios, as well as asset class components, will be measured against commonly accepted performance benchmarks. Consideration shall be given to the extent to which the investment results are consistent with the investment objectives, goals, and guidelines as set forth in this statement. The Board intends to evaluate the portfolio(s) over at least a three-year period, but reserves the right to terminate a manager for any reason including the following:

1. Investment performance which is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor results.
2. Failure to adhere to any aspect of this statement of investment policy, including communication and reporting requirements.
3. Significant qualitative changes to the investment management organization.
Investment managers shall be reviewed regularly regarding performance, personnel, strategy, research capabilities, organizational and business matters, and other qualitative factors that may affect their ability to achieve the desired investment results.

INVESTMENT POLICY REVIEW

To assure continued relevance of the guidelines, objectives, financial status and capital markets expectations as established in this statement of investment policy, the Board plans to review investment policies at least annually. The asset allocation guidelines and spending targets were amended at the January 7, 2016 Board of Directors meeting and are articulated in the IPS document under SPENDING POLICY.

Every five (5) years, or earlier if conditions warrant, the Investment Committee will determine if its members want to invite other investment management consultants to submit proposals to manage Santiago Canyon College Foundation's investment portfolio.

This statement of investment policy was revised and approved on April 6, 2017 by the Board of Directors of the Santiago Canyon College Foundation, witnessed by the undersigned Secretary of the corporation and designated administrator of the College.

1. __________________ ________________________________
   Craig Shipcott – Secretary
   Santiago Canyon College Foundation

2. __________________ ________________________________
   Karen L. Bustamante
   Interim Executive Director
   Santiago Canyon College Foundation
<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>COMMUNITY SCIENCE NIGHT</th>
<th>Requested By:</th>
<th>MARTIN STRONGER</th>
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<tr>
<td>Total Amount of Funding Requested:</td>
<td>$1500</td>
<td>Have you secured funding from other sources?</td>
<td>Yes □ No □</td>
</tr>
<tr>
<td>If yes, please summarize.</td>
<td></td>
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**Brief Description of Proposal:** Attach supplemental documentation, if appropriate:

The money traditionally donated by the foundation have been used to feed the student workers and volunteers for Community Science Night. In recent years we requested $1000, but the event has grown significantly. Consequently, we were unable to feed all the student volunteers and workers last March. We are seeking once again to grow the event by opening it up to more members of the general public. As such, we are respectfully requesting more funding. Thank you.

**Benefit/Measurable Impact to Students and the College:**

- The provision of dinner for the workers and volunteers demonstrates our appreciation for their hard work and volunteerism.
- The event itself is one of the college's biggest events and arguably the strongest community and educational partnership. Any improvements that can be made or provided only serve to strengthen the quality of the event and strengthen the bond with the CUSD. Last year there were in excess of 250 student volunteers and over 100 faculty and staff who worked in various capacities to ensure the event's success.

**How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)?** List the SCC goals that this request supports.

- **Goal #1** Strengthening outreach and recruitment
- **Goal #13** Strengthen and develop relationships with key partners and stakeholders
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☒ Yes ☐ No
If no, please explain.

The Community Science Night event does not have a DPP

Is this resource request in your department's Program Review: ☐ Yes ☒ No
If no, please explain.

The Community Science Night event does not have a Program Review

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

We solicit donations from our vendors for "goodie bags". Beyond that, our materials come from science kits provided by the Orange Unified School District. All volunteers are faculty, staff and students associated with either Santiago Canyon College or grades K-8 from the OCUSD. The Committee is exploring the idea of broadening the event to include more grade levels and opening it up to the general public

Applicant's Signature/Date: [Signature] 5.1.2017

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant Signature/Date: [Signature] 5.1.2017
Title of Project/Program: Development of SCC College Promise Program

Requested By: Joseph Alonzo, Director-Student Equity & Success

Total Amount of Funding Requested: $3,000

Have you secured funding from other sources? [ ] Yes [ ] No

If yes, please summarize.

No, but an activity has been developed for inclusion in the integrated plan (Equity, BSI, and SSSP) where we hope to attain additional support.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

The California Community Colleges Chancellor's Office has requested that all California colleges work to make the transition from K-12 to college as seamless as possible. One of the obstacles facing students upon entering higher education is the cost of attendance. Not only is finding funds for tuition/fees a struggle, but students must also consider the cost of books, instructional supplies, food, transportation and living expenses.

(Description of Proposal continued in Appendix A)

(Page 4 of State Chancellor's Memo Re: College Promise in Appendix B)

Benefit/Measurable Impact to Students and the College:

The impact will be seen in multiple areas at SCC.

From an enrollment perspective SCC will be more competitive. By providing a program that is tuition free, we are less likely to lose students to other campuses with college promise programs.

From a student success perspective, removing barriers for enrollment, and providing students with wrap-around support will increase the likelihood that they will be successful in the classroom, and also more likely to complete their educational goals.

From a student equity perspective, by increasing student success for low-income students, we will be reducing achievement gaps found in multiple areas of the equity research. Reducing the achievement gap is a mandate in the student equity legislation.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

This request falls directly in line with Goal II. Support student success and equity by enhancing of integration of student services, instructional areas, and institutional initiatives.

This initiative brings together departments and services from across instruction, student services, and noncredit in direct support of the integrated plan, which includes student equity, and looks to reduce the achievement gap for identified students.
Are the needs identified in this request in your Department Planning Portfolio (DPP): [ ] Yes [x] No
If not, please explain.
Not Applicable

Is this resource request in your department's Program Review: [ ] Yes [x] No
If not, please explain.
Not Applicable

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

$3,000 would be used towards supporting students who do not qualify for need-based aid. A list of possible expenses is annotated below:
Tuition
Fees
Instructional Supplies
Books
Gas Cards
Bus Passes

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: ________________________________

[Handwritten signatures and dates]

Foundation Office Use Only

Date Application Received: ________________________

Approved: [ ] Yes [ ] No

Amount Approved: ________________________________

Authorizing Signature: ____________________________
Appendix A

(Description of Proposal Continued from Application)

The Chancellor’s Office has suggested creating a “College Promise Program” (Appendix B pg. 4) as a best practice to remove obstacles for students. The college promise model recommends that colleges partner with a local or feeder high school district to guarantee admission, tuition, and other services to students who qualify for the. Students who complete specific benchmarks while in high school (e.g. graduate with a 2.0, or are first-generation) and are eligible using a specific metric (e.g. meet low-income standards, or are Pell Grant Eligible) can qualify.

At SCC, we will partner with high schools from Orange Unified High School District to identify benchmarks for eligibility into the program. The college will support students who are eligible for the BOG Waiver and for one of our equity supported student support programs (EOPS, CAMP, SSS TRiO, Guardian Scholars). These students will be guaranteed admission to SCC, tuition free, and will also be provided with books, instructional supplies, bus passes, gas cards, and will have access to the SCC Hawks Nest Food Pantry for food items. They will also be eligible for special services like, the Summer Advantage Academy, First Year Support Program, priority registration, priority counseling, computer labs, laptop loan, calculator loan, and much more. More importantly, the student will be provided with a seamless pathway, with intentional counseling and support, to ensure they matriculate through SCC and onto meeting their educational goal.

SCC will leverage resources and funds to support most of the students in the College Promise Program. However, some students may not qualify for need-based financial aid, and may need additional support. While many of the resources provided to the students can be covered through categorical programs, many items like tuition, fees and other living expenses cannot be covered. The CCCCO has specifically identified campus foundations as partners to possibly provide funds that may supplement additional costs to develop the college promise program. In his memo (Appendix B pg. 4) the Chancellor says, “For students who do not qualify for fee waivers or need-based aid programs, colleges are encouraged to seek philanthropic support to cover the remaining local students, or leverage existing scholarship resources through college foundations.”
College Promise

Many colleges, in partnership with K-12 districts, universities, and local government are establishing College Promise initiatives across the state. These efforts were recently supported by the distribution of California College Promise Innovation grants. College Promise initiatives have been shown to improve college-going rates and completion of post-secondary credentials. The Chancellor’s Office is working with members of the Legislature and other policy leaders to support a statewide framework for College Promise initiatives that focus on improving student outcomes and reducing the cost of attending college.

Action Recommended: Colleges involved in establishing College Promise initiatives are encouraged to continue to build on their efforts and bring together local K-12, university, philanthropic, and municipal partners for the purpose of streamlining pathways from pre-K to a bachelor’s degree. Colleges should place an emphasis on system alignment and implementing practices that improve student outcomes. Examples range widely, but include: improved curricular articulation, dual enrollment, and summer bridge programs. A secondary emphasis should be creating low to no-cost pathways for local students that leverage the BOG Fee Waiver and other aid programs. For students who do not qualify for fee waivers or need-based aid programs, colleges are encouraged to seek philanthropic support to cover the remaining local students, or leverage existing scholarship resources through college foundations. Colleges can access College Promise Innovation grants, Innovation Award resources, as well as SSSP and Equity fund to support students that are part of College Promise cohorts.

Implementation Support Resources: The Chancellor’s Office recommends the following resources to support the design and implementation of College Promise initiatives.

- Legislative Analyst’s Office Overview of Tuition-Free Programs Link
- LongBeachCollegePromise.org Link
- College Promise Campaign Link
- WestEd REL West Link
- Community College League of California Link
- Career Ladders Project, Dual Enrollment Toolkit Link
Santiago Canyon College Foundation  
2017-18 GRANT APPLICATION  

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>Requested By:</th>
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<tr>
<td>Books and Academic Supplies for EOPS Students</td>
<td>EOPS/CARE/CalWORKs Director/Counselor</td>
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<td>$2,000</td>
<td>Yes ☑ No ☐</td>
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If yes, please summarize.
Office of Student Equity and Success

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

The Santiago Canyon College (SCC) Extended Opportunity Program and Services (EOPS) program is seeking your support by requesting funds to purchase books and academic supplies to help our SCC EOPS/CARE/CalWORKs students.

The EOPS program provides special support to first generation, low income and educationally challenged students. Without state and local support, many of these students could not pursue a college education. The EOPS mission is to provide "above and beyond services" to this population of students. We personify this goal by serving our 392 students, 29 of whom are single parents, by providing comprehensive and holistic counseling, textbooks, priority registration, and academic success workshops.

Benefit/Measurable Impact to Students and the College:

Support from SCC’s Foundation will make a difference in the lives of our EOPS students at SCC! Your donation will significantly increase students’ academic success. Low income first generation college students lack resources to purchase books and academic supplies. Your support will increase the likelihood that students will be able to attain their educational goals with the support you provide.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

1. Strengthen outreach and recruitment
2. Promote an integrated approach to student success.
11. Increase educational goal completion for university transfer, degrees and certificates.
12. Increase student learning and achievement through a culture of continuous improvement.
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☒ Yes ☐ No
If no, please explain.

Is this resource request in your department's Program Review: ☒ Yes ☐ No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
Books and supplies

Applicant's Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: ☑ 6-19-17

Dean/Vice President Signature/Date 6-19-17

Foundation Office Use Only

Date Application Received: 6-19-17
Approved: ☐ Yes ☒ No
Amount Approved: ☐
Authorizing Signature: ☐
**Title of Project/Program:**
Student Leadership Institute

**Requested By:**
Diana Casares, Student Services Coordinator

**Total Amount of Funding Requested:**
$3,000

**Have you secured funding from other sources?**
- Yes [X]
- No [ ]

If yes, please summarize.
Upon a tentative budget review in the fall, I have requested funding from Associated Student Government.

**Brief Description of Proposal:**
Attach supplemental documentation, if appropriate:

The Student Leadership Institute (SLI) at Santiago Canyon College is a non-credit certificate program in partnership with California State University, Fullerton. Students are required to attend a series of ten (10) workshops over the course of five weeks that focus on skill enhancement and character development, and will earn a leadership certificate from California State University, Fullerton.

The Student Leadership Institute is dedicated to empowering students with vital skills that will create and enhance their leadership abilities, making them invaluable contributors in their community. SLI is committed to ensuring students have access to non-traditional opportunities that will assist with their growth, development and ability to apply practical leadership skills in order to be successful in their daily endeavors on a variety of levels: socially, educationally, and in their careers.

See attachments

**Benefit/Measurable Impact to Students and the College:**

As a flagship program for the Office of Student Life and Leadership, investing in such a program benefits many students. The broad impact on the student experience links Santiago Canyon College with a major University and this program is a valuable investment to each participant.

Additionally, students will gain the following:
- Acquire and develop the skills and awareness necessary to become an effective leader on campus, in the community, and in their career.
- Earn a State Certificate and leadership certificate of achievement signed by the Vice President of CSU, Fullerton; both are very marketable tools on resumes.
- Learn the value of networking through program participation and interaction with fellow students, faculty, staff and administration and community professionals.
- Learn to communicate effectively with confidence and develop confidence to explore challenging issues.
- Understand and develop an increased awareness of current leadership styles and issues of diversity.
- Develop life skills that are essential to achieving established goals and objectives.
- Be engaged in co-curricular activities that will complement academic learning.

**How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.**

1.0 Strengthen outreach and recruitment.
2.0 Align the college curriculum to focus on student completion of pathways.
3.0 Promote an integrated approach to supporting student success.
4.0 Promote a college identity of high quality, academic excellence, and personalized education.
9.0 Develop and support an infrastructure related to web and social media.
11.0 Increase educational goal completion for university transfer, degrees, and certificates.
12.0 Increase student learning and achievement through a culture of continuous quality improvement.
13.0 Strengthen and develop relationships with key partners and stakeholders
14.0 Develop sustainable, alternative revenue streams utilizing existing resources
15.0 Strengthen capacity to seek and acquire grant funding for the purpose of developing innovative programs and services that align with the college mission and vision.
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☑ Yes ☐ No
If no, please explain.

Is this resource request in your department’s Program Review: ☑ Yes ☐ No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
- CSU, Fullerton partner contributions for supplies and services: $1,250.00
- Presenters Gifts: $250.00
- Food and beverage: $550.00
- Uniforms: SLIT-shirts: $475.00
- Service Learning Project: $475.00

I have read and understand the SCC Foundation grant guidelines, policies, procedures, and timeline below. Applicant

Signature/Date: [Signature] 6/22/2017

Foundation Office Use Only

Date Application Received: [Date]
Approved: ☐ Yes ☑ No
Amount Approved: [Amount]
Authorizing Signature: [Signature]
This current SLI track is an “Emerging Leaders” track in which students begin their leadership journey. The various workshops provide foundational knowledge and skills for students who are looking to understand leadership and apply it to their involvement.

The success and learning outcomes for the Student Leadership Institute were assessed through responses and comments on an evaluation form given to students at the end of each workshop. Students were asked about their experience, what they learned and provided suggestions for workshop improvements. Through the workshop evaluation, it is evident that students were exposed to new concepts and ideas that facilitated their development as a leader. Some of the written comments on what they learned included the following:

- SLI provided current useful information
- SLI was worth the time I invested
- I experienced working in a team environment and collaborating with others
- The opportunity to interact with other people and exchange thoughts
- The topics presented during the workshops met my expectations
- Increased appreciation of my culture – would like to see more multicultural type workshops
- I learned the significance of allowing others to express their ideas before I react
- Making new friends from various cultures has broadened my horizons

Through the success and population growth of this year’s SLI and upon review of the SLI participant evaluations for 2016-2017 I determined that SLI is in great need of more diversity. With additional funding I would like to expand on the student experience by implementing meaningful multicultural workshops as they relate to cultural sensitivity, diversity, and multicultural understanding by promoting effective intercultural communication; in addition to implementing a required service learning opportunity—where participants will implement skills learned. These multicultural workshops and service learning project, would be an additional track for students to complete and they would be able to receive a separate certificate upon completion of the series. Students would be trained on intercultural communication, multicultural and identity development theory, diversity issues, and facilitation skills. Some compelling workshop titles include:

- Ethical Decision Making
- Stereotypes: Helpful or Harmful?
- Being Flexible in a Changing World
- Understanding “Isms”
- Gay, Lesbian, Bisexual, and Transgender Issues

I am confident that this additional track of multicultural workshops and service learning project, will increase the likelihood of students becoming more involved and engaged as leaders, as well as more successful in all areas of their academic and personal lives.
Introduction to Leadership (1.5 hours)

This workshop will explore various leadership styles, as well as which style is appropriate for specific situations. Leadership characteristics and traits will be identified. Students will also be given the opportunity to create their own leadership philosophy.

Leading a Balanced Lifestyle (1.5 hours)

A diverse set of topics related to managing multiple priorities will be reviewed. Additionally, this workshop will address time management and skills that help you identify your priorities in order to maximize your time. Essential elements of budgeting from both an organization’s perspective and a college student’s perspective will also be outlined. Stress management, including how to effectively deal with change, is also a topic of discussion.

Communication Styles (1.5 hours)

This workshop will analyze leadership communication and provide tips on developing skills to communicate effectively as a leader. Ways to enhance interpersonal skills and develop listening strategies will be discussed. This workshop will also examine communication barriers and how to effectively navigate through them to improve communication lines.

Public Speaking (1.5 hours)

For many people, speaking in front of a group is one of their biggest fears. This workshop’s focus is to teach students how to be confident and competent public speakers by controlling the anxieties.
of speaking in front of a group. Discussion will take place regarding why public speaking has historically been a frightening experience, and how individuals can effectively prepare themselves. The workshop will also address elements of conducting an effective presentation.

Diverse Community (1.5 hours)
Successful leaders understand and educate themselves on the changing demographics within the community, nation, and world. This workshop will explore the impact that a diverse community may have in your personal interactions with others and ways to embrace multiculturalism. You will be challenged to reexamine your personal values and beliefs, and discover stereotypes and biases that you may hold. It will help students develop an openness and appreciation of difference and underscore the richness that diversity can add to a group or organization. Techniques for building community cohesion will also be addressed.

Teamwork and Collaboration (1 hour)
Leadership is a process that involves a group of people working together to achieve a common goal. This workshop will discuss the group process and how it evolves over time. Also, we will discuss how individual differences between group members can be strengths instead of weaknesses. Techniques and principles of proper and effective collaboration will also be presented.

Conflict Resolution (1.5 hours)
This workshop will focus on helping students learn how to diffuse difficult situations and people. Students will learn how to address conflicts in a calm and professional manner and develop skillful approaches for dismantling conflicts in order to find a suitable solution. The workshop will address the differences between assertive, aggressive, and passive behavior.

Dealing with Racism and Other "Isms" (2 hours)
Students will examine issues of racism, sexism, ageism, the disabled, and gender. This workshop will explore how generalizations about groups often lead to intergroup conflicts and misunderstandings. We will address the issues surrounding "isms" in order to increase awareness, sensitivity, and understanding. Suggestions will be presented on how to process the anger and frustration caused by racism and other "isms."

Ethical Decision Making (1 hour)
This workshop will discuss strategies for practicing value-driven leadership through identifying the differences between what a person "wants" to do and "should" do. Techniques for handling very difficult and ambiguous situations will be explored. Models that can assist the decision-maker in choosing between right and wrong will be discussed.

Leadership for What? (1 hour)
This workshop will serve as the culminating experience for the Student Leadership Institute. Participants will reflect on the skills, knowledge, and experience gained from participating in SLI. Participants will be asked to reflect on their own perceptions of
leadership, evaluate their leadership skills, and discuss ways to continue developing and practicing their skills.
The Student Leadership Institute (SLI) at Santiago Canyon College is a non-credit certificate program in partnership with California State University, Fullerton (CSUF). Students are required to attend a series of workshops and will earn a leadership certificate from CSUF upon completion. Workshops focus on developing the necessary skills for effective leadership and overall character development.
NOW ACCEPTING APPLICATIONS

STUDENT LEADERSHIP INSTITUTE

FEBRUARY 28TH – MARCH 23RD, 2018
EVERY FRIDAY
10AM-2:30PM
LOCATION: SCC/ E-205

The Student Leadership Institute (SLI) at Santiago Canyon College is a non-credit certificate program in partnership with California State University, Fullerton (CSUF). Students are required to attend a series of workshops and will earn a leadership certificate from CSUF upon completion. Workshops focus on developing the necessary skills for effective leadership and overall character development.

Acquire the BUILDING BLOCKS of effective leadership!

UNDERSTAND and DEVELOP an increased awareness of current leadership styles and issues of diversity.

Be ENGAGED in co-curricular activities that will complement your academic learning.

SANTIAGO CANYON COLLEGE

APPLICATIONS ARE AVAILABLE IN THE OFFICE OF STUDENT LIFE AND LEADERSHIP

A-206
714-628-4912
Title of Project/Program: Veteran Resource Connection
Requested By: Elizabeth Bergara, Syed Rizvi
Total Amount of Funding Requested: $3,000

Have you secured funding from other sources? [X] Yes [ ] No

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

During the 2016 fall semester, the dedicated veteran counselor had appointments within the VSO to provide updated educational plans. Prior to any certification, the VA requires that all students meet with an academic counselor to plan out a plan - only courses needed to complete their educational plans can be certified. The back and middle desks were utilized for counseling appointments and certification prep work however; privacy was a major concern as it is an open space area. The VSO would like to request funding to explore the possibility of having privacy walls/cubicles placed within the current office structure in order to provide confidential accessibility to veterans during their appointments with counselor and VSO staff/certifying officials. Having these personalized one-on-one appointments while maintaining the confidentiality is a high priority for our students. Having the access to make counseling appointments within the VSO creates a supportive environment that eases the transition into college life and can strengthen a veterans educational success.

Benefit/Measurable Impact to Students and the College:

By providing privacy walls/cubicles within the open space of the VSO, students will easily prefer making the appointments to see the academic counselor within the VSO instead of having to go to another office. At times, it may become overwhelming for our veteran students to visit another location in order to have services provided. Having the accessibility of a counselor within our office will benefit the student since it will allow them to submit their required documents for certification of educational benefits early and on time. This also allows open communication between the certifying official and the counselor to provide efficient student support and ensure quick certification. If the counselor has any questions regarding to coursework, the certifying official can confirm courses that can be allowed to be certified and vice versa. Providing the needs of our veteran students begins with having them feeling comfortable with our office and understanding our policies and procedures. Our goal is to have a positive impact on our veteran population by providing a environment in which they can achieve their educational goals and be part of our colleges educational master plan.

How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

College Goal 1 - Support a college culture of academic excellence and personalized education
(1) Ensuring the catalog is user-friendly and fully accessible to users: Ed plan creation w/counselor

College Goal 2 - Support student success and equity by enhancing the integration of student services, instructional areas, and institutional initiatives (3-Increase awareness, access, and utilization of student services and instructional programs among students, faculty, and staff: Gives students access to meet with a counselor in a private setting); (6-Develop and implement strategies to minimize achievement gaps among disproportionately impacted students: Providing a counselor in-house along with staff that can assist one-on-one with educational planning and other campus resources); (6-Ensure access to comprehensive student services support for all students (distance education, face-to-face, etc.): Face to face appointments with counselor in a private setting

College Goal 3 - Focus on student completion of pathways (9. Increase student retention rates): By seeing a counselor, this will encourage students to maintain on track of their ed plans, (12-Increase the number of students who earn degrees and certificates after completing basic skills or noncredit courses: Students will have an understanding of what courses are needed to complete their educational goals and continuously maintain eligibility for VA benefits
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☑ Yes ☑ No
If no, please explain.

Previously, students did not have a dedicated "veterans" counselor and would have to make appointments in a different office with varies counselors. This past 2016 fall semester was the first semester that a dedicated academic counselor provided counseling services within the VSO.

Is this resource request in your department's Program Review: ☑ Yes ☑ No
If no, please explain.

The need has been identified recently through interactions with students utilizing these services.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Total Budget: $3,000
Any expenditure that surpasses our targeted total budget of $3,000, Dean Of Enrollment and Support Services, Syed Rizvi has committed to alternative resources to meet any additional cost.

Applicant’s Signature/Date: Elizabeth Berger 01/23/17

Dean/Vice President Signature/Date: Syed Rizvi 01/23/17

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: Elizabeth Berger 01/23/17

Foundation Office Use Only

Date Application Received: 

Approved: ☑ Yes ☑ No

Amount Approved: 

Authorizing Signature: 
Santiago Canyon College Foundation

2017-18 GRANT APPLICATION

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

Title of Project/Program: Requested By:
SCC Student Emergency Fund Joseph Alonzo, Elizabeth Bergara, Syed Rizvi

Total Amount of Funding Requested: $3,000 Have you secured funding from other sources? ☑ Yes ☐ No

If yes, please summarize.

Seed funding for the Emergency Fund was granted from the SCC Foundation last year in the amount of $1,500.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

In the Spring of 2017, a student emergency fund was developed to assist SCC students by providing financial support when they need assistance with unexpected emergency expenses surrounding situations such as accidents, illness, death of a family member, fire damage or need for temporary housing. Students apply for funds when they have exhausted all other resources. These funds are not intended to replace or supplement existing financial aid and do not have to be repaid. Students apply for the funds through the Scholarship Office. A committee convenes to review and approve the request. Once approved, the designated dean/vice president, makes the final approval and sends a determination letter to the student. The amount of each award does not exceed $500. Students are allowed to apply for these funds once per academic year.

Benefit/Measurable Impact to Students and the College:

Many SCC students come from low-income households, and are eligible to receive the Board of Governors Fee Waiver. Research tells us that there is a direct correlation between household income and success in education, the more resources you have the more successful you will be. Financial hardships can cause a student to; take on a job or more hours at their current job, miss class, to drop classes, and also cause stress. Providing funds for emergency purposes allows students to continue with their studies, while navigating these unforeseen obstacles. The impact is seen by following the students who participate in the program to determine whether or not the funds they received did assist them in completing their educational goals for the semester, and academic year.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

College Goal 3. Focus on student completion of pathways (9. Increase student retention rates)

By removing economic barriers for students, they will be more likely to remain in school and complete courses.
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☐ Yes ☐ No
If no, please explain.
While there is no need identified in the Department Planning Portfolio for this activity, through increased inreach/outreach efforts (Veterans and Financial Aid DPP) the need for this type of activity has been identified through interactions with students utilizing these services.

Is this resource request in your department’s Program Review: ☐ Yes ☐ No
If no, please explain.
There are no goals tied to this specific activity, but through increased inreach/outreach efforts (Veterans and Financial Aid program review) the need for this type of activity has been identified through interactions with students utilizing these services.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
Total Budget: $3,000
All funds will be used towards student awards:
(Up to) $500 x 6 = $3000

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: ____________________________

Foundation Office Use Only

Date Application Received: ____________________________
Approved: ☐ Yes ☐ No
Amount Approved: ____________________________
Authorizing Signature: ____________________________
Title of Project/Program: Safe Space

Requested By: Corinna Evett & Tiffany Gause

Total Amount of Funding Requested: $2,000

Have you secured funding from other sources? X Yes ☐ No
If yes, please summarize.
In the 2015-'16, & 2016-'17 academic years

Brief Description of Proposal: Attach supplemental documentation, if appropriate:
The SCC Safe Space program provides trainings to faculty, classified staff, and administration to better support students who identify as LGBTQ+. Funding is requested to host trainings including two new ally Safe Space trainings, and one current ally training per academic year. In addition, in order to raise awareness about Safe Space college-wide, we need funding for marketing materials such as brochures, posters, and flyers. In order to partner with other areas in student services, other academic departments, and student clubs, we need formal table presentation materials.

Benefit/Measurable Impact to Students and the College:
Studies have shown that having and implementing a Safe Space program increases student retention, persistence, and success. Safe Space increases the sense of community at SCC through its ever expanding group of allies. With current enrollment challenges, the SCC Safe Space enhances a culture of inclusivity which encourages students to attend SCC.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.
Goal #3: We place Safe Space marketing materials throughout the campus such as the library, counseling areas, and the health and wellness center in order to increase awareness of the program.
Goal #5: The Safe Space handbook and resource materials are easily modified to enhance instruction in the classroom and online.
Goal #10: The current ally training provides space and time for faculty to develop innovative pedagogies and curriculum design that assists in creating more informed faculty which create more inclusive classes.
Goal #11: Studies show that Safe Space programs on campus increase student persistence and student completion.
Goal #13: The Safe Space program coordinates with Title IX, Family Night, Clotheline Project, the PRIDE club, Health and Wellness, office of Equity, RADAR, & the OC LGBT Center.
Are the needs identified in this request in your Department Planning Portfolio (DPP): [ ] Yes [X] No
If no, please explain.
Safe Space does not have a DPP as it is not attached to any academic department.

Is this resource request in your department's Program Review: [ ] Yes [X] No
If no, please explain.
Safe Space does not engage in program review as it is not attached to any academic department.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
- Safe Space training materials including folders, printing materials, decals, and lapel pins ($500)
- Safe Space luncheon including beverages and snacks ($500)
- Safe Space marketing materials including posters, flyers, and brochures to be placed campus-wide ($150)
- Safe Space student panel gifts which includes educational resources ($200)
- Safe Space promotional materials used in labeling at campus events ($250)

Applicant's Signature/Date: 26/06/2017
Dean/Vice President Signature/Date: 6/26/17

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant Signature/Date: 26/06/2017
Title of Project/Program: Political Science Writing Award
Requested By: Cale Crammer

Total Amount of Funding Requested: $500.00

Have you secured funding from other sources? Yes No
If yes, please summarize.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

The Political Science department will hold its first ever Political Science Writing Award competition in the Spring of 2018. The plan is to hold this writing award competition at the end of each academic year as a way to encourage quality student writing, promote Political Science as a major area of study, support our commitment to research on campus, and to help enhance student transfer applications by adding an academic achievement to their resumes. All funds will go to 1st and 2nd place awards. The awards will be determined by faculty members of the Political Science department using criteria that will be made available to student applicants.

Benefit/Measurable Impact to Students and the College:
Since this is a new program offering, it is difficult to speak to the measurable impact. Those will come after the first year and in subsequent years. However, I will address the potential benefits to students and the college. First, as was noted above, the awards will benefit student recipients by improving the quality of their transfer and scholarship applications. Second, the awards will be integrated into the logic of our Political Science courses—with the degree specific courses—which will lead to a greater departmental focus on research writing. While the awards may benefit a small portion of students, the added focus on research writing will benefit all students who pass through our Political Science courses. Finally, the awards will benefit the campus by adding to its general commitment to academic research and excellence. Awards like this take some of the abstract ideas expressed in our College goals and gives them a tangible form.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.
This request supports the following goals: (4) promote a college identity of high quality, academic excellence, and personalized education, (11) increase educational goal completion for university transfer, degrees, and certificates, and (12) increase student learning and achievement through a culture of continuous quality improvement. Goal 4 is met by creating an academic award that draws attention to and promotes academic excellence. Goal 11 is met by adding to student transfer and scholarship applications and goal 12 is met by operationalizing a program that adds to the College’s commitment to increase student learning.
The Political Science Writing Award is a new idea that we as a department began discussing in the spring. Because it is a recent idea, it is not currently in the Department Planning Portfolio. However, it will be added this upcoming academic year.

The Political Science department is proposing to offer a 1st and 2nd place award.

The cost breakdown is as follows:

1st Place Award = $400
2nd Place Award = $100
Title of Project/Program: SCC Model United Nations Program
Requested By: Cale Crammer and Narges Rabii-Rakin

Total Amount of Funding Requested: $3,000.00

Have you secured funding from other sources? Yes ☐ No ☑
If yes, please summarize.
While I selected no here, I think it is important to disclose that we will be looking for other funding sources to cover our conference costs.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:
The SCC Model United Nations program is requesting grant funding from the SCC Foundation for the sake of providing our students with the opportunity to attend the National Model United Nations – Washington, D.C. and New York conferences. NMUN – DC and NMUN – NY are the two most competitive and prestigious MUN conferences, bring together over 8,000 students from all across the world. Not only do these conferences provide students with the opportunity to develop the soft skills necessary for their professional development, but they also provide students with the occasion to work with students from across the global, meet diplomats and other professionals that work for the UN, and apply what they learn in the classroom in an authentic simulation of the UN. SCC MUN has a proven track record of success at these conferences and we hope that the Foundation will help us make these truly transformative opportunities available to our students.

Benefit/Measurable Impact to Students and the College:
The benefits of student participation in these MUN conferences are many. For the sake of this application we will focus on five measurable benefits. First, student participation in the program leads to higher transfer and placement rates in top universities. MUN is not just a class that students take, but an extra curricular activity that looks great on transfer applications as well. The program’s advisors make it a point that MUN is a vehicle for this purpose and use their capital to help students achieve this end. Second, student participation leads to greater campus leadership. For instance, Esther Chian, who has been part of our team for two years, is the current ASG president and Edward Hou, also part of our team, is the new incoming ASG president. Third, the program benefits the larger campus student population by providing educational events like our Global Policy Forum and Global Perspectives Forum. One of our program mottos is to think globally and act locally. These events are geared towards exposing SCC students to diverse viewpoints and getting them to see how they can make a difference. Fourth, the conferences and program develop skills like professionalism, effective communication, rapport building, negotiation and group management skills that are often missing from more traditional classrooms. Finally, successful participation in MUN conferences helps enhance the reputation of SCC due to the number of awards the program wins and the behavior of our students who represent SCC and demonstrate that what we do here matters.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.
This request supports the following goals: (1) strengthen outreach and recruitment, (3) promote an integrated approach to supporting student success, (4) promote a college identity of high quality, academic excellence, and personalized education, (11) increase educational goal completion for university transfer, degrees, and certificates, and (12) increase student learning and achievement through a culture of continuous quality improvement. Goal 1 is met by the program’s outreach to local high schools and its ability to draw students because of the program’s reputation. Goal 3 is met by the increased time students spend with program advisors. Goal 4 is met by the non-traditional nature of POLT 150 and 250, which focuses on soft skill development and tailored mentorship. Goal 11 is met by the track record of success the program has with transferring students and goal 12 is met by the competitive nature of MUN, which forces the advisors to constantly evolve new pedagogical techniques.
Are the needs identified in this request in your Department Planning Portfolio (DPP): Yes No
If no, please explain.

Is this resource request in your department's Program Review: Yes No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
The program is proposing to take 16 students and 2 advisors to NMUN - DC and NMUN - NY.

The following is a list of the projected costs.

School Registration: $195 (NMUN - DC) & $200 (NMUN - NY) = $395
Delegate & Advisor Registration: $95 x 18 (DC) = $1,710 & $135 x 18 (NY) = $2,430
Hotel Fees: $200 x 6 rooms x 3 nights (DC) = $3,600 & $339 x 6 rooms x 6 nights (NY) = $12,204
Flights (including bag fees): $450 x 18 (DC) = $8,100 & $450 x 18 (NY) = $8,100
Ground Transportation (Shuttles): $30 x 18 (DC) = $540 & $30 x 18 (NY) = $540

Total Costs: $37,618

The total costs here are just an approximation and we will be submitting a Conference Travel Funding Request to cover some advisor costs. Funding from this grant will go 100% to cover student costs unless our Conference Travel Funding Request is denied. As was noted above, since this grant cannot cover the entire projected $37,618.00, we will cover the gap by applying for funds through ASG's Helpful Hawks Project, private donations, and student contributions.

Applicant's Signature/Date: 6.20.17

Dean/Vice President Signature/Date: David Valid 6/26/17

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant Signature/Date: 6.20.17
**Santiago Canyon College Foundation**

**2017-18 GRANT APPLICATION**

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

<table>
<thead>
<tr>
<th><strong>Title of Project/Program:</strong></th>
<th>Learning Community: &quot;Question Authority!&quot; attending a drama production in spring 2017</th>
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<tbody>
<tr>
<td><strong>Requested By:</strong></td>
<td>Nizara Pecenovic</td>
</tr>
<tr>
<td><strong>Total Amount of Funding Requested:</strong></td>
<td>$300</td>
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<tr>
<td><strong>Have you secured funding from other sources?</strong></td>
<td>Yes [ ] No [x] If yes, please summarize.</td>
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**Brief Description of Proposal:** Attach supplemental documentation, if appropriate:

Please see attachment.

**Benefit/Measurable Impact to Students and the College:**

Please see attachment.

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**How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)?** List the SCC goals that this request supports.

**SCC Goal 1** - Improve student success related to student learning outcomes through a student centered learning environment.

- Provide diverse, innovative, and comprehensive instructional programs.

**SCC Goal 2** - Provide a comprehensive curriculum that meets the requirements of continuing education programs, vocational programs, degree and certificate programs, general education, and transfer.

**SCC Goal 7** - Expand relationships with other educational institutions... to more effectively provide services to students and the community.
Are the needs identified in this request in your Department Planning Portfolio (DPP):  Yes  No
If no, please explain.

Is this resource request in your department's Program Review:  Yes  No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
About 25 student tickets to a local production of a play we will be reading in class ------- $300

Applicant's Signature/Date

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date:

Foundation Office Use Only

Date Application Received:  
Approved:  Yes  No
Amount Approved:  
Authorizing Signature:
Brief Description of Proposal:

Learning Community: “Question Authority!” is composed of English 102: Literature and Composition and Library 100: Research Methods and is organized around literature, composition, research, and the idea that authority is constructed and contextual. By being co-enrolled in Library 100, students will develop skills in areas of research, source evaluation, and responsible citing and more confidently prepare for research-based assignments.

Like in previous semesters of Learning Communities that I’ve been involved with, the spring 2018 Learning Community class will be attending three events directly related to the works we will be reading in English 102 to bring the literature to life, take the learning outside of the classroom, foster a sense of community, and enrich the students' experience (many of our students have never attended a literary event, a poetry reading, a play).

The poetry and short fiction events will be free of charge due to our relationships with local universities who have graciously allowed us to attend their respective events. However, the drama event has in previous semesters cost around $300. Student tickets range from $12-15 and about 25 students are expected to attend.

The spring 2018 drama production schedules have not been published yet and so the name of the specific play is not known. The past plays we’ve attended have been produced by Golden West College and South Coast Repertory, respectively.

Benefit and Measurable Impact to the Students and the College:

What I’ve gathered from last semester's class is a rise in student involvement and contribution to class discussion during the sessions that directly correlated with these events. For example, seeing a production of Waiting for Godot, a complex, experimental play, supported the students' understanding of the nuances of language, stage direction, and other details they would not have been exposed to otherwise. Students engaged in deeper learning, critical thinking, analysis, and synthesis of previously covered material. Their papers were more sophisticated and their final projects more complex. And, even the students who did not attend the play benefited from the elevated classroom discussion and the other students' contributions.

In addition, an important Student Learning Outcome for English 102 is to: Critically analyze written and visual texts for content, structure, rhetorical strategies, visual and written techniques and grammatical precision. Attending the play provides students with a visual and written text and aides them in working toward this SLO.

There's also the issue of students' inability to afford a professional production. Most of the students from our class last semester were seeing a play for the first time and may not have seen one in their lifetimes otherwise. Beyond the financial burden, another obstacle is the lack of exposure to theater and theater culture, and, as a consequence, the lack of confidence to enter a world that is unfamiliar to them.
In terms of equity groups being impacted, a number of the students are from my previous basic skills classes having taken English 61 with me in previous semesters. Though these students get support while they are in basic skills classes, they do continue needing that support in transfer-level courses. Additionally, a number of the students are DSPS students, first generation college students, Latino students, low-income students, and veterans, among others. Providing them with this opportunity would address issues of access, course completion, degree completion, and help prepare them for the vigor and expectations of a four-year university.
<table>
<thead>
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<td>Learning Community: &quot;What the <em>Bleep</em> Did I Just Read?&quot; attending a drama production in fall 2017</td>
<td>Nizara Pecenovic</td>
</tr>
</tbody>
</table>

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</table>

**Brief Description of Proposal:** Attach supplemental documentation, if appropriate:

Please see attachment.

**Benefit/Measurable Impact to Students and the College:**

Please see attachment.

**How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)?** List the SCC goals that this request supports.

SCC Goal 1 - Improve student success related to student learning outcomes through a student centered learning environment.

- Provide diverse, innovative, and comprehensive instructional programs.

SCC Goal 2 - Provide a comprehensive curriculum that meets the requirements of continuing education programs, vocational programs, degree and certificate programs, general education, and transfer.

SCC Goal 7 - Expand relationships with other educational institutions... to more effectively provide services to students and the community.
Are the needs identified in this request in your Department Planning Portfolio (DPP): [X] Yes [ ] No
If no, please explain.

Is this resource request in your department's Program Review: [X] Yes [ ] No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
About 25 student tickets to a local production of a play we will be reading in class ------ $300

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<tr>
<th>Applicant's Signature/Date</th>
<th>6/19/17</th>
<th>Dean/Vice President Signature/Date</th>
<th>Daid Wells 6/26/17</th>
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I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant Signature/Date: 6/19/17

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<tr>
<td>Date Application Received:</td>
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<tr>
<td>Amount Approved:</td>
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</table>
**Brief Description of Proposal:**

Learning Community: “What the *Bleep* Did I Just Read?” is designed for students who must fulfill a critical thinking requirement with English 102 but may not be English majors, habitual readers, or have strong reading skills. By being co-enrolled in Reading 198, students will develop strategies to better understand their textbooks and to more confidently prepare for reading-based discussion and assignments.

Like in previous semesters of Learning Communities that I’ve been involved with, the fall 2017 Learning Community class will be attending three events directly related to the works we will be reading in English 102 to bring the literature to life, take the learning outside of the classroom, foster a sense of community, and enrich the students' experience (many of our students have never attended a literary event, a poetry reading, a play).

The poetry and short fiction events will be free of charge due to our relationships with local universities who have graciously allowed us to attend their respective events. However, the drama event has in previous semesters cost around $300. Student tickets range from $12-15 and about 25 students are expected to attend.

*This semester, the class would be attending Golden West College’s production of* Macbeth, *during the week of November 10-19.*

**Benefit and Measurable Impact to the Students and the College:**

What I’ve gathered from last semester’s class is a rise in student involvement and contribution to class discussion during the sessions that directly correlated with these events. For example, seeing a production of *Waiting for Godot*, a complex, experimental play, supported the students' understanding of the nuances of language, stage direction, and other details they would not have been exposed to otherwise. Students engaged in deeper learning, critical thinking, analysis, and synthesis of previously covered material. Their papers were more sophisticated and their final projects more complex. And, even the students who did not attend the play benefited from the elevated classroom discussion and the other students' contributions.

In addition, an important Student Learning Outcome for English 102 is to: Critically analyze written and visual texts for content, structure, rhetorical strategies, visual and written techniques and grammatical precision. Attending the play provides students with a visual and written text and aides them in working toward this SLO.

There’s also the issue of students’ inability to afford a professional production. Most of the students from our class last semester were seeing a play for the first time and may not have seen one in their lifetimes otherwise. Beyond the financial burden, another obstacle is the lack of exposure to theater and theater culture, and, as a consequence, the lack of confidence to enter a world that is unfamiliar to them.
In terms of equity groups being impacted, a number of the students are from my previous basic skills classes having taken English 61 with me in previous semesters. Though these students get support while they are in basic skills classes, they do continue needing that support in transfer-level courses. Additionally, a number of the students are DSPS students, first generation college students, Latino students, low-income students, and veterans, among others. Providing them with this opportunity would address issues of access, course completion, degree completion, and help prepare them for the vigor and expectations of a four-year university.
### Title of Project/Program:
Celebrate Diversity Week: Be Inclusive

### Requested By:
Edith Ahumada

### Total Amount of Funding Requested:
$3,000

### Have you secured funding from other sources?
- Yes [x]
- No [ ]

If yes, please summarize.

Upon approval in the Fall, partial funding may be received from the Office of Student Equity and Success.

### Brief Description of Proposal:
Attach supplemental documentation, if appropriate:

April is Celebrate Diversity Month and the month of May has a World day for Cultural Diversity for Dialogue and Development. In that spirit, we plan to implement an annual Celebrate Diversity Week of activities during the Spring 2018 semester at SCC. Celebrate Diversity Week will be about opening dialogue that fosters an appreciation of an inclusive environment, while recognizing and appreciating the value a diverse group can foster. Activities planned for this time-frame (depending on approved budget), will focus on uniting SCC: such as: ally trainings, lunch and learn opportunities, film screenings, keynote speaker, and a “unite SCC” event (comedy night—we unite when we can laugh together). Celebrate Diversity Week will conclude with an SCC first ever “smart-flash mob,” where a group of SCC students, faculty, and staff representatives will disrupt the status quo in our community—outside the SCC campus, by uniting to perform a spontaneous public dance.

### Benefit/Measurable Impact to Students and the College:

Celebrate Diversity Week, will promote unity within our diverse campus. With a variety of fun, engaging, and informative activities, SCC students will be encouraged to do their part in making sure SCC is: aware of others in our community, that we are accepting and embracing of differences, and strive to reach out to each other. By creating easy to attend and fun to be part of opportunities, we will capture the attention of students who would not normally be involved in on-campus activities and thus creating a more inclusive environment for students from disproportionately impacted groups. This will increase the likelihood of students becoming more involved and engaged as well as more successful in all areas of academics.

SCC students engaged during Celebrate Diversity Week programs and initiatives, will:

- Be able to enhance SCC's image and raise an awareness to our inclusive environment in a positive an proactive manner.
- Develop a skill set aimed at fostering social justice awareness, cultural competency, and ally development.
- Be able to express ideas, identify behaviors, and actualize practices that promote social justice and equity.
- Be able to articulate ideas and exhibit behaviors that cultivate teamwork, critical thought, and communication skills needed to function in a diverse workforce and global community.

### How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)?

List the SCC goals that this request supports.

1. Strengthen outreach and recruitment
2. Align the college curriculum to focus on student completion of pathways
3. Promote an integrated approach to supporting student success
4. Promote a college identity of high quality, academic excellence, and personalized education
5. Develop and support an infrastructure related to web and social media
6. Increase educational goal completion for university transfer, degrees, and certificates
7. Increase student learning and achievement through a culture of continuous quality improvement
8. Strengthen and develop relationships with key partners and stakeholders
9. Develop sustainable, alternative revenue streams utilizing existing resources
10. Strengthen capacity to seek and acquire grant funding for the purpose of developing innovative programs and services that align with the college mission and vision
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☑ Yes ☐ No
If no, please explain.

Is this resource request in your department's Program Review: ☑ Yes ☐ No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

- "Unite SCC," Comedy night or Diversity Banquet Celebration—(comedian/entertainer, prizes, promotion, décor, etc.) =$7,000
- Keynote Speaker =$4,000
- Between 3-4, Lunch and Learn opportunities—(promotion, signage, food and beverages, handouts, etc.) = $1,000
- Ally training—(promotion, signage, food and beverages, handouts, etc.) =$300
- Film Screenings/Q&A—(snacks and beverages, goodie bags, etc.) =$500
- Presenters Gifts =$150
- Incentive prizes (increase participation in activities, completing survey feedback, etc.) =$100
- Smart/Flash Mob—(T-shirts, flags, workshops, promotion, city reservation costs/fees, security, etc.) =$2,000

The above lists an estimated overall costs of $15,050 for an interactive and effective Diversity Week Celebration; any monies received will be greatly appreciated and applied towards a section of your choosing or towards the listed needs.

thank you :)

Applicant's Signature/Date:

Dean/Vice President Signature/Date:

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: 6/27/2017

Foundation Office Use Only

Date Application Received: 6/21/2017

Amount Approved: $15,050

Approved: ☑ Yes ☐ No

Authorizing Signature:
**Santiago Canyon College Foundation**  
**2017-18 GRANT APPLICATION**

**All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017**

<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
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<tbody>
<tr>
<td>Shakespeare in the Park</td>
<td>Corinna Evett</td>
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<th>Total Amount of Funding Requested: $</th>
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<tr>
<td>$1000.00</td>
<td>Yes [ ] No [ ]</td>
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**Brief Description of Proposal:** Attach supplemental documentation, if appropriate:

The English Department has been co-hosting SCC’s Annual Shakespeare in the Park for the last three years with the SCC Foundation and the SCC ASG. It is a wonderful event where students and community members have the opportunity to read their own or some of Shakespeare’s poetry, where students have the opportunity to perform their originally adapted scenes from Shakespeare’s plays, and where students and the community have the opportunity to view a film adaptation of one of Shakespeare’s plays. As a result, we need promotional material in the way of flyers, posters, and programs. We also like to provide light snacks and refreshments. In order to highlight the English Department a bit more, we’d like a table banner, and since this event as well as other English Department sponsored events take place when it’s rather hot, we need our own E-Z Up Canopy with our logo.

**Benefit/Measurable Impact to Students and the College:**

Studies show that when students make strong connections between themselves and their peers as well as their professors, that they succeed more in their educational endeavors. The Shakespeare in the Park event helps students to engage with their peers, family members, and professors in a casual and fun-loving environment that helps to strengthen the bonds of community shared at SCC. In addition, since this event is publicized to the public and community surrounding SCC, often community members attend. With the extra foot traffic and newspaper articles, the college is getting its name out into the community even more. With these professionally created materials and customized table banners and E-Z up, the English Department Literature program gets additional notice, which could attract even more students to SCC. In addition, we plan to publicize the event at the local high schools.

**How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)?** List the SCC goals that this request supports.

Goal #3: With the promotional materials (flyers, posters, and programs) and the press release, we are able to bring more awareness of the English Department, SCC Foundation, & SCC ASG to students as well as to the community surrounding the college. Goal #4: Students and community members have the opportunity to speak with English professors about various high quality classes offered & how they can benefit students as they embark on their individual educational journey. Furthermore, with the poetry reading, students also get to share their own poetry. This also allows us to promote our excellent creative writing classes. Goal #13: As the English Department reaches out to folks from other areas of the campus, this event enables the English Department to develop and strengthen relationships with people from local high schools, the SCC Foundation, ASG, IT, Media Services, Publications, & Administrative Services as well as students enrolled in literature classes.
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☑ Yes ☐ No
If no, please explain.

Is this resource request in your department’s Program Review: ☑ Yes ☐ No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Printing Costs for Shakespeare in the Park flyers, posters, and programs: $300
Refreshments and Snacks for attendees: $200
Customized Table Banner: $150
Customized E-Z Up: $350

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant
Signature/Date: 6/27/17

Deaf/Vice President Signature/Date: 6/27/17

Foundation Office Use Only

Date Application Received:                      Approved: ☑ Yes ☐ No
Amount Approved:                                Authorizing Signature:
Santiago Canyon College Foundation
2017-18 GRANT APPLICATION

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

Title of Project/Program: Cross Cultural Student Leadership Retreat
Requested By: Edith Ahumada

Total Amount of Funding Requested: $3,000

Have you secured funding from other sources?  
Yes [ ] Yes [x] No [ ]

If yes, please summarize.

Upon approval in the Fall, partial funding may be received from the Office of Student Equity and Success.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

A one-day Cross Cultural Student Leadership Retreat would be coordinated to engage SCC students in becoming stronger leaders and more active participants at SCC and beyond. With an emphasis on empowering participants to create a more accepting and equitable environment, while laying the groundwork for participants to successfully perform and be comfortable working and interacting within a diverse workforce. The retreat will accept up to 60 SCC students, and include team building exercises, dynamic workshops and provide an opportunity for an open dialogue about diversity, social justice and their own influence.

Benefit/Measurable Impact to Students and the College:

This, no-cost to student Cross Cultural Student Leadership Retreat, is a creative avenue that will enhance student leadership, cultural enrichment, and provide an educational growth and development opportunity. More culturally-responsive programming, such as this, will enhance SCC’s image and create a more vibrant campus life, where students are more likely to be involved and engaged. Consequently, more likely to be retained and have higher academic success rates.

SCC students who participate in this one-day Cross Cultural Student Leadership Retreat will:

- Be conscious of their own biases, fears, and comfort levels.
- Gain an awareness of the "diverse" dimensions of diversity, including ability, age, ethnicity, gender identity, geographic origin, national origin, race, religion /spiritual traditions, sexual orientation, and socioeconomic class.
- Be made aware of inequity of privileges.
- Articulate an appreciation of the ways in which they are different from each other and similar to each other.
- Understand that a true leader values and empowers all the members of a group.
- Develop the skills of inclusive leadership, valuing and involving all members of the group for their unique contributions.
- Learn the technique of "Calling others IN" versus "Calling others OUT."
- Have an opportunity to open up and share their stories through an attitude of respectful interest and curiosity, using open-ended questions.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

1. Strengthen outreach and recruitment
2. Align the college curriculum to focus on student completion of pathways
3. Promote an integrated approach to supporting student success
4. Promote a college identity of high quality, academic excellence, and personalized education
5. Develop and support an infrastructure related to web and social media
6. Increase educational goal completion for university transfer, degrees, and certificates
7. Increase student learning and achievement through a culture of continuous quality improvement
8. Strengthen student success services
9. Develop sustainable, alternative revenue streams utilizing existing resources
10. Strengthen capacity to seek and acquire grant funding for the purpose of developing innovative programs and services that align with the college mission and vision
Are the needs identified in this request in your Department Planning Portfolio (DPP): [X] Yes  [ ] No
If no, please explain.

Is this resource request in your department's Program Review: [X] Yes  [ ] No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

• Keynote speaker or Portable Rope Course team building exercise =$4,000
• Irvine Ranch Outdoor Education Center—(includes lunch, full day facility use, facilitators leading a workshop and team building activity outside) =$3,000
• Workshop materials—(including bag, snacks, T-shirt, folder, handouts, pen, notebook, etc.) =$230
• Presenters Gifts =$100
• Incentive prizes (opportunity drawings, for completing survey feedback, etc.) =$100
• Workshop promotion—(Sandwich board, color posters, flyers, emails, etc.) =$120

The above lists an estimated overall cost of $7,550 for a vibrant cross cultural leadership experience; any monies received will be appreciated and applied towards the listed needs--required to ensure an awesome cross cultural leadership retreat.

Thank You!

Applicant's Signature/Date

[Signature]  6/27/2017

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date:  [Signature]  6/27/2017

Foundation/Office Use Only

Date Application Received  
Amount Approved  
Approved:  [ ] Yes  [ ] No
Authorizing Signature: 
Santiago Canyon College Foundation  
2017-18 GRANT APPLICATION

All requests must be received in the SCC Foundation Office by 5:00 p.m. on June 30, 2017

<table>
<thead>
<tr>
<th>Title of Project/Activity: SCC Holiday Showcase “Celebration of Diversity”</th>
<th>Requested By: Binh Vu</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Amount of Funding Requested: $3000.00</td>
<td></td>
</tr>
<tr>
<td>Have you secured funding from other sources?</td>
<td>Yes, if yes please summarize:</td>
</tr>
<tr>
<td>* Fund from the SCC Foundation</td>
<td></td>
</tr>
<tr>
<td>* Ticket Sales - General $15.00 / Children (12 and under) - Students (with valid ID) - Seniors, Faculty &amp; Staff $10.00</td>
<td></td>
</tr>
<tr>
<td>* Donation from Laguna Niguel Presbyterian Church and donors in community</td>
<td></td>
</tr>
</tbody>
</table>

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

- This “Celebration of Diversity” is an artistic performance aimed to serve the SCC collegiate community and the people in communities in and around Orange. It is the fourth annual Showcase for SCC and Orange communities. The first objective is to put SCC on the artistic cultural map of Northern Orange County. This means people will come to SCC several times annually for community celebration events, even if no one in their family attends SCC currently.
- The second objective is to build an indigenous artistic voice (Dance and Music) for SCC. This indigenous voice is the artistic expression of the students, employees and faculty of SCC. Students and faculty of the Performing Arts Department (PAD) will be among those at the frontier of this mission. It will receive strategic technical support and enhancement from music lover artists and professional communities in and around Orange.
- The third objective is to elevate the level of artistic performance of those who are currently attending SCC and to attract students with artistic talent to join SCC.
- For 2017, the SCC Holiday Showcase will be on Saturday, November 18.
- This event will be hosted by the faculty and students of Dance and Music in PAD.
- To make this a community event, Student Choirs and Dance Ensemble of one of our feeder high schools will be invited to participate in this celebration.
- The SCC Community Festival Orchestra will provide musical accompaniment alongside SCC students and faculty to create a rousing holiday spirit for this Showcase. Plans are being formed and actions undertaken to make this orchestra fully supported financially by Foundation grant, ticket sales and donations from donors from our community.
Benefit/Measurable Impact to Students and the College:

• For high school students in the community, events like this will draw individuals with musical talent to hear about SCC and create a desire to attend SCC in the future. I met high school students after previous showcase events who told me that when they graduate next year, they want to come to SCC and to be in this show. I met a mother of a high school student who told me that: “My son will graduate next year. I want him to be in your program.” She sent me a video sample of her son’s performance. It is good to see high school students look forward to coming to SCC when they graduate from high school with high anticipation and excitement.

• In the past, we have informally worked with local high schools to improve recruitment into SCC Performing Art programs. This year, we are exploring working formally with SCC’s Community Outreach program to better integrate this event into the outreach efforts and track high school student interest in SCC and students’ future enrollment.

• Celebration of Diversity will create an empowering environment for students in Dance and Music to fully express their Artistic-Being.

• This performance, with accompaniment from the SCC Community Festival Orchestra, will create enormous energetic support for singers and dancers (students) in a live performance event. It will greatly influence students’ self-esteem and provide a profound cultural awareness.

• As this event develops and grows over the next few years, with the support of intense artistic and academic drive from the faculty of PAD, an indigenous artistic voice will emerge which will elevate this event to become an annual event in the community, like the Christmas Tree Lighting Ceremony and the July Fourth showcase and fireworks celebration in the city of Orange.

• In each of the four previous Showcases, a high school choir and dance team has been invited to perform in the Celebration of Diversity. This high school choir, dance ensemble and their director will have the opportunity to work with a live orchestra, singing and dancing and leading the performance respectively.
  o For the high school students, such an event will expand and deepen their awareness of the power of community arts in a very personal way.
  o For the invited high school choir director, such an event will provide a personal artistic and professional growth opportunity as he/she leads a live professional orchestra in showcase. Opportunities like this are rare. This will enable SCC to contribute to the academic growth and development of the high school faculties in our community.

• For SCC students, such an event will create an exciting opportunity to share their artistic talent with family and friends. This will contribute to their academic experience while allowing them to exhibit school spirit and pride for our SCC community. Perhaps, some will return as alumni to help build and strengthen the SCC community.

• All participants and audience members are potential donors to the SCC Foundation and for future showcase events.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

1. Strengthen outreach and recruitment.
   a. Identify target populations and implement strategies for recruitment.
      i. Outreach to communities around SCC.
      ii. Recruitment from high schools around SCC, especially schools with choir and dance teams invited to be guest performers.

4. Promote a college identity of high quality, academic excellence and personalized education.
   b. Implement and support signature programs and college identity.
      - SCC’s Celebration of Diversity will be an annual event in the cultural social calendar in Orange and other communities around SCC.

9. Develop and support an infrastructure related to web and social media.
   b. Redesign the Website and coordinate with social media.
      - Video recordings of performances can be posted on SCC’s Website.
Are the needs identified in this request in your Department Planning Portfolio (DPP):  
Yes  No
If no, please explain.

Is this resource request in your department’s Program Review:  
Yes  No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
Budget and Actual Excel spreadsheet is attached.

<table>
<thead>
<tr>
<th>Applicant’s Signature/Date</th>
<th>Dean/Vice President Signature/Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Binh Vu, DMA</td>
<td>David Vakil</td>
</tr>
<tr>
<td>6/27/17</td>
<td>6/27/17</td>
</tr>
</tbody>
</table>

I have read and understand the SCC Foundation Project/Activity Guidelines, Policies, Procedures & Timelines as written.
Applicant Signature/Date:  Binh Vu  6/27/17
## Celebration of Diversities

Home for the Holidays 2017  
in SCC Gym.

### 2017 budget proposal

<table>
<thead>
<tr>
<th>#</th>
<th>Orchestra expense items</th>
<th>2015 Actual Expense</th>
<th>2016 Amount Budget</th>
<th>2017 Actual Expense</th>
<th>2017 Amount Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Orchestra Section Leaders Rehearsal</td>
<td>$325</td>
<td>$350</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Orchestra rehearsal 1</td>
<td>$2,000</td>
<td>$1,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Full Orchestra rehearsal (11-13 2:00pm-5:30pm)</td>
<td>$2,154</td>
<td>$1,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Orchestra performance (11-19 4:00pm)</td>
<td>$2,464</td>
<td>$1,255</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Orchestra performance (11-19 7:00pm)</td>
<td>$1,255</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Subtotal - Orchestra rehearsals & performances**

<table>
<thead>
<tr>
<th>#</th>
<th>Music Librarian for Orchestra</th>
<th>$250</th>
<th>$250</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Orchestra Contractor</td>
<td>$250</td>
<td>$350</td>
<td>$500</td>
<td>$500</td>
</tr>
</tbody>
</table>

**Subtotal - Orchestra other**

| #  | Total - Orchestra                                | $7,443               | $5,660             | $5,060               | $7,000             |

### Additional expense items

<table>
<thead>
<tr>
<th>#</th>
<th>Expense items</th>
<th>2016 Actual Expense</th>
<th>2017 Actual Expense</th>
<th>2017 Actual Expense</th>
<th>2017 Actual Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Food for Performers between rehearsal and Performance (two times)</td>
<td>$600</td>
<td>$600</td>
<td>$765</td>
<td>$1,200</td>
</tr>
<tr>
<td>10</td>
<td>Music (for Orchestra and Ensemble) &amp; Royalty</td>
<td>$1,050</td>
<td>$1,750</td>
<td>$2,200</td>
<td>$2,700</td>
</tr>
<tr>
<td>11</td>
<td>Light</td>
<td>$2,700</td>
<td></td>
<td>$2,000</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Levinson - Light System</td>
<td>$700</td>
<td></td>
<td>$700</td>
<td>$700</td>
</tr>
<tr>
<td>13</td>
<td>Levinson - Light Extension Kit</td>
<td>$510</td>
<td>$1,201</td>
<td>$1,700</td>
<td>$1,700</td>
</tr>
<tr>
<td>14</td>
<td>Left over</td>
<td>$299</td>
<td></td>
<td>$299</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Engineer</td>
<td>$470</td>
<td></td>
<td>$470</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Sound</td>
<td>$3,400</td>
<td>$1,000</td>
<td>$1,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>17</td>
<td>Misc</td>
<td>$1,450</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Color Flyer</td>
<td>$100</td>
<td>$100</td>
<td>$96</td>
<td>$100</td>
</tr>
</tbody>
</table>

**Subtotal - Food, Music, Light, Sound, Misc**

| #  | GRAND TOTAL                                      | $16,793             | $8,880             | $9,092              | $12,200            |

### Income

<table>
<thead>
<tr>
<th>#</th>
<th>Income</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Donation from Community</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>2</td>
<td>Ticket sales</td>
<td>$4,072</td>
<td>$7,200</td>
</tr>
<tr>
<td>3</td>
<td>Ticket sales by HDM children's chorus</td>
<td>$400</td>
<td>$400</td>
</tr>
<tr>
<td>4</td>
<td>Foundation</td>
<td>$2,750</td>
<td>$3,000</td>
</tr>
<tr>
<td>5</td>
<td>Vendini</td>
<td>$1,050</td>
<td>$1,050</td>
</tr>
</tbody>
</table>

**Total income**

| #  | $9,222 | $12,200 |

**Balance in Student services accounts**

| #  | $4,000 | $4,000 |

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Orchestra: 1111 - 2110 - 21111 - Timp + Keyboard
Orchestra: 2222 - 2220 - 22222 - Timp + Keyboard

14 Musicians 2016
25 Musicians 2017
<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>Pathways to Teaching Program (PTTP)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requested By:</td>
<td>Janis Perry</td>
</tr>
<tr>
<td>Total Amount of Funding Requested:</td>
<td>$3,000</td>
</tr>
<tr>
<td>Have you secured funding from other sources?</td>
<td>Yes [x] No</td>
</tr>
</tbody>
</table>

*Please see attached.*

**Brief Description of Proposal:**
Attach supplemental documentation, if appropriate:

**Benefit/Measurable Impact to Students and the College:**

Our guided Teacher Education pathway from our partner high schools to the college positions PTTP as an active vehicle for student recruitment to the college. Students who participate in the Careers in Education Pathways at the high school level complete multiple requirements for college certificates through SCC while in high school. The goal is to increase matriculation to the college. Students recruited to SCC based on the efforts of PTTP more than reflects both the diversity of our region and directly contribute to the College’s commitment to student equity and diversity: 64% of PTTP students are from underrepresented backgrounds, and 58% of our students are of Hispanic origin.

**How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.**

PTTP supports the following SCC goals:

II. Support student success and equity by enhancing the integration of student services, instructional areas, and institutional initiatives.

2.5 Develop and implement strategies to minimize achievement gaps among disproportionately impacted students.

2.7 Expand opportunities for student involvement both inside and outside of the classroom.

III. Focus on student completion of pathways

3.8 Increase student access to college credit and noncredit courses.

3.9 Increase student completion rates.

3.12 Increase the number of students who earn degrees and certificates after completing basic skills or noncredit courses.

3.13 Provide students with innovative and relevant workforce training which aligns with local & regional needs.

IX. Enhance and expand the college’s community presence

9.33 Strengthen outreach and recruitment endeavors

9.34 Strengthen partnerships with key community stakeholders.

9.35 Strengthen regional partnerships with industry.
Are the needs identified in this request in your Department Planning Portfolio (DPP): □ Yes ☒ No
If no, please explain.
PTTP does not have a Department Planning Portfolio at this time as we are a four-year grant funded program. We are currently entering our 4th year of the grant period. There will be a DPP/PR for 2018-2019, the required year for sustainability of the Pathways to Teaching Program, without grant funding.

Is this resource request in your department’s Program Review: □ Yes ☒ No
If no, please explain.
Please see above.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

We request funding to support the following expenses:
• PTTP Student Intern/Volunteer Uniform (shirts)
• PTTP Student Mentor Uniform (shirts)
• PTTP Staff Uniform (shirts)
• SCC-branded items for giveaways
• Science Activity Kits for middle school program
• Paper
• Folders
• Pens/Pencils
• Name Tags
• Markers
• Laminator Rolls
• Printer Ink
• Refreshments
• Paper Plates/Utensils/Napkins/Cups

Applicant’s Signature/Date

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant
Signature/Date:
Brief Description of Proposal

The Pathways to Teaching Program (PTTP) provides “wrap around” support services to SCC and local high school students who are interested in becoming teachers. Starting at the high school level, PTTP targets the Orange Unified School District’s Careers in Education (CIE) program of study for the Education, Child Development, and Family Services CTE Industry Sector. OUSD, in partnership with SCC, provides high school students in the Careers in Education pathway the opportunity to build skills through an integrated, standards-based, academic- and career-relevant sequenced curriculum. PTTP through its community partnerships with After School Program providers assists the high school programs with aligning work-based learning opportunities that provide real world experience as a context for the students’ academic experience. This partnership with OUSD Careers in Education is a replication of the academic integration with work-based learning that the PTTP provides for SCC students on the Education Pathway. This partnership between PTTP and the high schools results in the need for extensive support services for SCC students and high school students, to ensure persistence and success, providing a smooth and efficient transition to postsecondary education and transfer to the university. The program’s vision is to provide multiple opportunities for employment and education as students persist along the Education pathway.

The proposed funding request will support our extensive outreach and recruitment efforts at our partner schools in OUSD as well as the robust pre-professional development workshops/conference for our SCC students. PTTP provides classroom presentations on education career development and educational options to 18 classes in OUSD’s Careers in Education pathway approximately three times per year, including application workshops for senior pathway students. PTTP also provides information and support activities to four OUSD middle schools to spark an interest for students in becoming teachers and attending college. PTTP efforts are focused on engaging 8th grade students interested in working with children, guiding them through OUSD’s Careers in Education pathway, and ultimately, enrolling them in the Pathways to Teaching Program at SCC. With support from the SCC Foundation, we will be able to fund activities including peer mentor meetings, middle school tours of the SCC campus, and leadership/pre-professional development opportunities for Education Pathway students.

Currently, PTTP is funded by the OC Teacher Pathway Partnership (OC TPP) grant through the California Career Pathways Trust (CCPT). The grant is funded for four years, with funding ending June 30, 2018. The program is entering its last year of grant funding, so there are items necessary for sustainability for the program to continue meeting its goals, however, these items are not considered allowable expenses per CCPT grant requirements. With a grant from the SCC Foundation, we will be able to successfully carry out our program’s outreach goals and objectives.
Santiago Canyon College Foundation
2017-18 GRANT APPLICATION

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>Requested By:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geology Student Mecca Field Trip</td>
<td>Eric Hovanitz, Professor of Geology</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Amount of Funding Requested:</th>
<th>Have you secured funding from other sources?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$820.00</td>
<td>Yes</td>
</tr>
</tbody>
</table>

If yes, please summarize.
South Coast Geological Society subsidizes the student cost of the field trip from ~$150 per person to $60 per student.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:
I plan on taking seven geology majors and geology club students on the South Coast Geological Society Fall 2017 three-day field trip to the Mecca Hills of southern California, adjacent to the San Andreas fault.

The field trip is primarily led by Dr. Art Sylvester, Geology Professor, University of California, Santa Barbara. The cost of the field trip is generally $150 per person, however the South Coast Geological Society subsidizes the student cost to $60.00. This $60 cost includes meals, campground fees and a field guide book.
This field trip is November 3-5, 2017.

Benefit/Measurable Impact to Students and the College:
This field trip will allow geology students and potential geology students who are members of the SCC Geology Club to go on a field trip and interact with professional geologists, university faculty, and students from many local four-year universities.

On past field trips SCC students have met SCC geology graduates who have gone on to four-year universities and are now employed or in graduate school. Students learn what a geologist is likely to do when employed. SCC students also have the opportunity to learn from students and faculty about the different universities offering geology and earth science programs in California.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports
Educational Master Plan – Planning Goals:
Promote a college identity of high quality, academic excellence, and personalized education (4)
Support faculty in offering high quality instruction to students in the classroom and online (5) Align the college curriculum to focus on student success (2) Increase educational goal completion for university transfer, degrees, and certificates (11)
Are the needs identified in this request in your Department Planning Portfolio (DPP):  Yes  No
If no, please explain.


Is this resource request in your department’s Program Review:  Yes  No
If no, please explain.

Part VI: Curriculum and Program Management #1 All geology courses have either optional or required fieldtrips as part of their curriculum. This is now a problem because we have suspended offering stand-alone field trip courses (GEOL 162, 164, 173, 174, 176, 178, 180) and have also suspended most optional field trips in the general education courses because of the ongoing budget problems. This is of serious concern because the stand-alone field trip courses are a critical component in program building. They are our “internal outreach courses” and are missed. These 1-

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Three day cost of eight passenger van $400.00
Cost of attendance for seven students 7 x $60.00 = $420.00

Total $820.00

Applicant’s Signature/Date:  Dean/Vice President Signature/Date:

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date:  6/28/2017
South Coast Geological Society
Fri, Nov 3, 2017, 9:00 AM – Sun, Nov 5, 2017, 5:00 PM PDT
Add to Calendar

DATE AND TIME

FRIENDS WHO ARE GOING

Connect to Facebook

DESCRIPTION

South Coast Geological Society 2017 Field Trip will be at Mecca Hills area. This field trip will be led by Greg Shagam, SCGS 2017 President, and Dr. Art Syvester, UCSB Professor and author of Roadside Geology of Southern California.

We will visit Box Canyon and Painted Canyon. We will also visit the South Eastern end of
Santiago Canyon College Foundation  
2017-18 GRANT APPLICATION

**All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017**

<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>Biology Department Greenhouse Enhancement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requested By:</td>
<td>SCC Biology Department and SCC Biotechnology Program</td>
</tr>
<tr>
<td>Total Amount of Funding Requested:</td>
<td>$3000</td>
</tr>
<tr>
<td>Have you secured funding from other sources?</td>
<td>Yes  No</td>
</tr>
</tbody>
</table>

**Brief Description of Proposal:** Attach supplemental documentation, if appropriate:

With the opening of the science center came the inclusion of a greenhouse for the Biology department to use. Unfortunately, we quickly realized that the design of the building did not take into account the extremes of the Southern California heat and any plant existing within the greenhouse on days that exceeded 80°F outside quickly shriveled and burnt as inside temperatures soared above 100°F. Even succulents, cacti, and native plants struggle in the heat. Sadly, the greenhouse could not be used as envisioned by the department. In addition, while the greenhouse was built, it did not come with internal structures such as appropriate shelving to support the transfer and storage of materials within the greenhouse. Since that time, the department (Professor Mike Taylor) has attempted some quick fixes such as purchasing temporary shelving, shading, and fans with his own money. Unfortunately, these changes did not result in significant improvements to the greenhouse's functionality.

**Benefit/Measurable Impact to Students and the College:**

- It has been well-documented that project-based learning is a proven methodology to increase student learning and retention. With the long-requested upgrades to the greenhouse completed, the department can then use the functional greenhouse to propagate plants for student projects in the major's Biology 231 course as well as propagate plant clones generated in the Cell Culture (Biol 202) course. In addition, a functional greenhouse would allow the department to house a plant teaching collection that could be used in the Environmental Biology (Biol 259) and General Biology (Biol 109L) courses. This would impact over 700 students taking these courses every year.

- Currently we purchase or collect plants each semester. We cannot always get the specimens we desire and growing the plants ourselves would ensure a steady supply of the desired plants. Thus, the benefit to the students and college are 5-fold:
  1. Renovate the currently hardly-functional investment to a fully-functional college facility as intended and make the past investment in the greenhouse worthwhile.
  2. Enable project-based learning to occur in multiple biology courses.
  3. Enable cross-program (major's biology and biotechnology) interaction and collaboration with projects that span the programs (Plant clones generated in biotechnology to be propagated by major's biology).
  4. Propagate new plants (e.g. annuals) to support the non-major's biology 109 laboratory and the other biology courses to ensure consistent supply of desired specimens.
  5. A place to maintain teaching specimens (e.g. perennials) used repeatedly in multiply biology courses.

**How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)?** List the SCC goals that this request supports.

In the 2016-2022 Educational Master Plan, this proposal relates to goal #1 (Support a culture of academic excellence and personalized education). Biotechnology is a signature program (Academic Senate Resolution S2016.7) and is supported by this request and Biology is a core program which strives to provide academic excellence. This proposal will enable the department to move forward with plans for improved pedagogical approaches to teaching. Our intent as a biology faculty is to offer high quality instruction to students in the classroom. The funding of this proposal and the renovation of the greenhouse will finally allow the biology department to implement the plan to offer project-based learning in the Biology 231 and Biology 202 courses as well as offer the opportunity to have students in the two different programs (major's biology and biotechnology) collaborate and support each other with intertwined projects (plant cloning in Biology 202 and then propagation in Biology 231).
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☑ Yes ☐ No
If no, please explain.

Section 3, Item #1 of the biology department DPP: Purchase an evaporative cooler for the greenhouse in order to keep the plants alive during the summer months.

Is this resource request in your department's Program Review: ☑ Yes ☐ No
If no, please explain.

Part II - Program Goals and Objectives
#7: Maintain the facilities infrastructure
- Bullet Point #2: Purchase an evaporative cooler for the greenhouse in order to keep the plants alive during the summer months.
#11: Increase educational goal completion for university transfer, degrees, and certificates.
  - Bullet Point #3: Develop new Biotechnology courses for the new biotechnology program (Biology 202 - Cell culture will be offered for the first time in Intersession 2018).

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
1. Evaporative cooler, ducted, 3/4 hp - $1470
   (this is like an air conditioner/swamp cooler for the greenhouse that will work with the existing fans) Picture attached
2. VC109 Two stage thermostat - $136
   (this is to automatically run the evaporative cooler when temperatures exceed a critical level) Picture attached
3. Three shelf wall cart, asking for 2 - $292 each
   (these are to store our plants in the greenhouse and to move them to and from the classrooms) Picture attached
4. Miscellaneous hardware, parts, and potential labor to attach the evaporative cooler to the greenhouse and to secure it to the ground so it cannot be stolen as it will be outside of the greenhouse - $200+
5. Shipping and taxes - TBD

**Shipping of the evaporative cooler is free from the “Greenhouse Megastore”, but the other items are not.

Applicant’s Signature/Date

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date:

- Mike Taylor

Foundation Online Use Only

[Signature]

[Date/Amount/Approved]
Evaporative Cooler

Two Stage Thermostat

Mobile Storage Benches
<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>Requested By:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enclosed Bulletin Boards for Science Center</td>
<td>Cynthia Swift</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Amount of Funding Requested:</th>
<th>Have you secured funding from other sources?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,500</td>
<td>Yes ☐ No ☑</td>
</tr>
</tbody>
</table>

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

I would like to establish a new tradition for STEM students. My idea is to create a hall of fame if you will. On one of the walls in the Science Center, I would like to create a collage of photos and comments from students who are getting ready to transfer.

Have selected students submit a photo--maybe a selfie--and answers to a questionnaire. (The questions have yet to be determined.) I will incorporate their photo and comments into a 8.5" by 11" print. I am thinking maybe a small photo could go in the upper left corner, and the students comments could be off to the side. (The layout has yet to be determined.) The finished prints will be displayed in an enclosed bulletin board.

Benefit/Measurable Impact to Students and the College:

The purpose of this grant is to promote the college's image and raise community awareness of the impact SCC has on our transferring students--specifically that our STEM students are successful and they value their time at SCC. Not only will this help promote SCC among current students, but it will help with potential students. We have many potential students walk through the Science Center. Here are two examples: (a) over 2000 visitors are on campus for Community Science Night, and (2) there are numerous student tours. A wall dedicated to celebrating the success of our students could be very encouraging to potential students.

How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

This request will strengthen outreach and recruitment. These posters highlighting student success and enrichment will enhance awareness of the college. In addition, it will promote the campus' branding message, "What happens here matters."
Are the needs identified in this request in your Department Planning Portfolio (DPP): [ ] Yes [x] No
If no, please explain.

This is not a request for my department. As a member of the Marketing Task Force and a member of the STEM Advisory group, I saw need and an opportunity. This is a way to help our transfer students celebrate their accomplishments, establish a tradition, and promote our college.

Is this resource request in your department's Program Review: [ ] Yes [x] No
If no, please explain.

This is not a request for my department for the same reason mentioned above.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Indoor Enclosed Bulletin Board with Three Doors & Satin Frame (6'W x 4' H)

I found these on sale at School Outfitters. With tax and shipping four of these display cabinets would be $2306.84. (This does not include installation costs.) Not on sale, cabinets this size run between $800 and $1200 each.

Applicant's Signature/Date

Cindy Swill

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant Signature/Date: Cindy Swill
FUNDING GUIDELINES & CRITERIA FOR FUNDING

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Grant requests should fall within at least one of the categories listed below:

1. **Student Support Services** – Activities that enhance student leadership, self-esteem, cultural enrichment, educational growth and development.
2. **Program Enrichment** – Programs that extend and expand the diversity of college offerings.
3. **Image Enrichment** – Programs and services that enhance the College’s image and raise community awareness of the courses offered and service provided in a positive and proactive manner.

POLICIES AND PROCEDURES

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2. Applicants may apply for a grant on their own or as part of a group.
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4. For the 2017-18 fiscal year, up to $3,000.00 may be requested for each project/program, although the actual amount granted, if any, will be subject to availability of funds, the relative strength and impact of the application compared to other applications, and the availability to the applicant of other sources of funding for the project/program.
5. If necessary, applicants might be asked to provide additional, clarifying information related to their request.
6. All applications must be reviewed, approved and signed by the appropriate Dean/Vice President prior to submission.
7. The Santiago Canyon College Foundation reserves the right to terminate funding or withhold future funding should the terms of the project/activity be substantially changed without prior foundation approval.
8. If the grant funding is for an event or a program for which the foundation provides a significant portion of the overall budget, the SCC Foundation should be prominently listed as a sponsor in any promotional materials. Upon request, foundation staff can provide a digital version of the SCC Foundation’s logo.
9. Generally speaking, grantees may carry over unspent grant funds to the next fiscal year. However, a pattern of retaining grant funding year over year without a compelling reason to do so might affect the success of subsequent grant applications.

TIMELINE

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4. Approved requests will be processed within two weeks of the July 6, 2017 board approval date and deposited into the appropriate SCC Foundation or Student Business Office (SBO) account.

Faculty/staff enrichment grants for conference travel are addressed in a separate application process, will be considered year-round and are subject to availability of funds.

For more information, email foundation@sccollege.edu or call 714-628-4790.

Revised 5/1/2017
Title of Project/Program: Student Success Certificate Program

Requested By: Cynthia Partida

Total Amount of Funding Requested: $1980

Have you secured funding from other sources?  
- Yes  
- No

If yes, please summarize.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

The First Year Support Center will be launching a Student Success Certificate Program for the 2017-18 academic year. New students & current students will be able to participate in Student Success workshops in three categories; Academic, Life Skills and Involvement/Integration. I have attached a list of workshops offered, for example; Time Management, Scholarships, Transfer 101 and University Tours. Students will attend six workshops of their choice and complete a comprehensive educational plan to fulfill the certificate requirements. Upon completing the program requirements, we would like to host a Student Success Celebration to award students with their Certificate of Completion. We would like to utilize the funds from the program grant to provide food and supplies for the workshop, student mixers and orientations and the student success celebration.

Benefit/Measurable Impact to Students and the College:
- The certificate program offers a set of student success workshops designed to address important academic information
- Students will be introduced to campus resources at a critical point for the student's first year.
- Students will become integrated into SCC & gain knowledge of the support services offered at SCC.
- Students will develop college skill sets needed to be a successful college student.
- Students will create a comprehensive student education plan.
- Students will gain mentorship from graduate interns.

How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

1. Promotes an integrated approach to supporting student success.
2. Promotes a college identity of high quality, academic excellence, and a personalized education.
3. Increase educational goal completion for university transfer, degrees and certificates.
4. Prepare students for success in their academic, career, and personal life endeavors.
5. Promote a learning community environment that is innovative, student-centered, and celebrates student achievement.
Are the needs identified in this request in your Department Planning Portfolio (DPP):  
☐ Yes  ☒ No
If no, please explain.

The First Year Support Center was launched Spring 2017 and was not a part of the DPP.

Is this resource request in your department's Program Review:  
☐ Yes  ☒ No
If no, please explain.

The last cycle of the program review was for 2012-2016 time period. The First Year Support Center was just established in Spring 2017 and the center was not included in the program review. On the next review the First Year Support Center will be included.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

I. Workshops $480  
   A. Food $40 x 12 workshops= $480

II. Student Mixers & Orientation $300  
   A. Catered Food & Drinks $300

III. Student Success Celebration $1200  
   A. Certificates $100  
   B. Food $500  
   C. Decor $100  
   D. Scholarship $500 (Essay on how this certificate created an positive impact and their future dreams) We would like to provide 5 scholarships for $100 each.

Total: $1980

Applicant's Signature/Date:  
Cynthia Portillo  0/22/17  

Dean/Vice President Signature/Date:  
Jenifer  6/29/17

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant  
Signature/Date:  
Cynthia Portillo  0/22/17

Foundation Office Use Only

Date Application Received:  

Approved:  ☐ Yes  ☐ No

Amount Approved:  

Authorizing Signature:  

You have the opportunity to earn a
STUDENT SUCCESS CERTIFICATE

The certificate program offers a set of workshops designed to address important academic information and introduce campus resources at critical points throughout your first year of college.

What are the benefits of completing the certificate?

- Build your resume
- Create a competitive university transfer application
- Increase scholarship opportunities by referencing your ability to be self-directive towards your student success
- Develop college skill sets needed to be a successful college student
- Create friendships with your peers
- Become integrated into SCC and have a strong understanding of the support services provided

Stop by the First Year Support Center E-307 to sign up and receive updates about the program workshop dates!

714-628-5085

Santiago Canyon College
FIRST YEAR SUPPORT CENTER
Santiago Canyon College  
FIRST YEAR SUPPORT CENTER

STUDENT SUCCESS CERTIFICATE

To receive a Student Success Certificate of Completion students must:

• Attend 6 or more Success workshops in their first year at SCC. (attend a minimum of one workshop per category)
• Complete a Comprehensive Student Education Plan with FYSC counselor.
• Visit FYSC twice per semester.

Student Success Workshops

CATEGORY I: ACADEMICS

Time Management  
Maximizing your Study Skills  
Transfer 101  
Natural Ways of Learning  
Transfer Admission Guarantee (T.A.G)

CATEGORY II: LIFE SKILLS

Scholarships  
Financial Aid/CA Dream Act Application Workshop  
Resume Writing  
Stress Management

CATEGORY III: INVOLVEMENT/INTEGRATION

FYSC Mixer (August 31)  
FYSC Movie Night (Sept. 14)  
Student Government & Clubs 101  
University Tour

For questions please visit E-307 or call 714-628-5085.
**Santiago Canyon College Foundation**  
**2017-18 GRANT APPLICATION**

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>Requested By:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Women's Studies</td>
<td>Melissa Govea-Von Velasco &amp; Shereen Siddiqui</td>
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<tr>
<th>Total Amount of Funding Requested:</th>
<th>Have you secured funding from other sources?</th>
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</thead>
<tbody>
<tr>
<td>$3,000.00</td>
<td>Yes, No funding has been requested through Equity</td>
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Brief Description of Proposal: Attach supplemental documentation, if appropriate:

In seeking to meet the goals of the Women's Studies program in the Educational Master Plan, the Women's Studies program proposes funding for the purchase of updated educational videos, the expansion of Women's Studies texts, and the increase of expert guest speakers.

Benefit/Measurable Impact to Students and the College:

Access to updated resources, such as videos and texts will expand curriculum to better serve diverse student populations and subsequently, equip students to meet student learning outcomes. Additionally, the materials will be made available to all students and faculty. Thus, the requested resources and funding for expert guest speakers will provide students and the overall SCC community with relevant knowledge, a sense of community responsibility, and innovative learning opportunities.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

The requested funds will support the purchasing of updated videos, texts, and hosting expert guest speakers. This will support the following of the College's long-range goals and objectives:

1. Improve student success related to student learning outcomes through a student-centered learning environment.
2. Provide diverse, innovative, and comprehensive instructional programs.
3. Expand the curriculum to serve a growing and diverse student population.
4. Celebrate the success of students.
5. Promote and encourage innovative learning environments such as linked courses and learning communities.
6. Provide a comprehensive curriculum that meets the requirements of continuing education programs, vocational programs, degree and certificate programs, general education, and transfer.
7. Continue to develop courses that promote access to the requirements of the AA degree and transfer degree requirements to UC, CSU, and private universities.
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☒ Yes ☐ No
If no, please explain.

Is this resource request in your department’s Program Review: ☒ Yes ☐ No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Digital Subscription to Media Education Foundation’s streaming Gender Studies Collection (awaiting quote).

Guest speaker for Domestic Violence Awareness Month: Dr. Thomas Keith, expert on masculinity. Expected cost: $600.00-$3,000.00.

Texts/textbooks under review. Expected cost: $300.00.

Education DVD: Feed the Green: Feminist Voices for the Earth. Cost: $295.00

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below.

Applicant’s Signature/Date: ____________________________

Shereen Siddiqui 6/28/17

Dean/Vice President Signature/Date: ____________________________

Daud Valil 6/29/17
FUNDING GUIDELINES & CRITERIA FOR FUNDING

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2. **Program Enrichment** — Programs that extend and expand the diversity of college offerings.
3. **Image Enrichment** — Programs and services that enhance the College’s image and raise community awareness of the courses offered and service provided in a positive and proactive manner.

POLICIES AND PROCEDURES

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Faculty/staff enrichment grants for conference travel are addressed in a separate application process, will be considered year-round and are subject to availability of funds.

For more information, email foundation@sccollege.edu or call 714-628-4790.

Revised 5/1/2017
Title of Project/Program:  
"Question Authority!" Learning Community Symposium

Total Amount of Funding Requested: $196

Requested By:  
Linda Azen Martin, SCC Library

Have you secured funding from other sources?  
Yes [X] No

If yes, please summarize.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

The evolution and success of previous "Question Authority!" Learning Community Symposia (fall 2016 and spring 2017) have prompted the need to request and secure funding for the spring 2018 symposium for the purposes of marketing the event and showcasing the students' contributions. This proposal requests funding to provide 2 large laminated color posters, 50 color flyers, 100 printed color programs, and balloons. The funding would also provide light refreshments for student presenters and attendees.

For this Learning Community, a final culminating multimodal project provides students an opportunity to analyze a literary work in the context of authority and reflect on this examination, emphasizing connections and creation of meaning. A Learning Community Symposium has been instituted and designed to showcase student work and giving students experience in presenting their work to a larger campus community audience, including other students, faculty, staff, and administrators.

Benefit/Measurable Impact to Students and the College:

What we have noticed is that many of our students are engaging in deeper learning, critical thinking, analysis, and synthesis, as evidenced in classroom discussions and by their writing, their annotated bibliography, and the creativity and complexity demonstrated in creating and presenting their multimodal projects. Many students commented in their course reflections essays and surveys the impact that these courses have had in terms of being better able to evaluate and synthesize material, effectively research a topic, and correctly cite sources used in their research. Two of these areas directly relate to Student Learning Outcomes for the Library 100 course.

The symposium offers the students a value-added experience. Most of our students have never participated in presenting their work in a symposium setting. All SCC students are able to participate and learn from the symposium experience, whether they are presenting their own project or participating as an attendee from another class as an extra credit opportunity. Events like the "Question Authority!" Learning Community Symposium, the 1st Annual Research Symposium, and the Women's History "Firsts" Poster Project, all demonstrate that What Happens Here ... really does matter.

Promoting attendance of the symposium through the proposed marketing strategy and the showcasing of student work with a high quality printed program will provide formal recognition and elevate the level of participation by branding the event and listing each student's name and the title of their project. Copies would be made available for attendees and for each student to add to their academic portfolio.

How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

SCC Goal #3: Promote an integrated approach to supporting student success
SCC Goal #4: Promote a college identity of high quality, academic excellence, and personalized education

The "Question Authority!" Learning Community is composed of English 102: Literature and Composition and Library 100: Library Research Fundamentals. These two courses are a critical thinking pairing, both exploring the relative nature of authority and how authority is constructed and contextual.

This event, the "Question Authority!" Learning Community Symposium, as well as the 1st Annual Research Symposium and the Women's History "Firsts" Poster Project, is demonstrative of innovative, student-centered activities that highlight student achievement. The Learning Community Symposium provides a showcase of student multimodal projects where students analyze a literary work in terms of the context of authority, and then reflect on that examination by emphasizing connections and creating personal meaning.
Are the needs identified in this request in your Department Planning Portfolio (DPP): [ ] Yes [X] No
If no, please explain.

Is this resource request in your department's Program Review: [ ] Yes [X] No
If no, please explain.

The resource request was not in Library Department Program Review 2014-2016 document. During the 2014-2016 time frame, the SCC Library was represented at faculty development workshops on Learning Communities, but the Library was not offering credit instruction as part of a Learning Community until fall 2016. The "Question Authority" Learning Community is first learning community offered at SCC in a number of years. The 2017-2019 Library Department Program Review will include reference to learning communities, as now the SCC Library is an active participant in Learning Communities, pairing with English 102 in fall 2016 and spring 2017 and will be offered in spring 2018. A separate pairing with Counseling 118 will be offered fall 2017.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Marketing and Symposium Materials
2 large laminated color posters $25
50 color flyers $10
100 printed color programs $16 (quote from D. Hopkins)
6-10 color balloons $10

Light Refreshments
50 bottles of water $10
1 tray cheese and crackers $40
1 tray fruit $40
1 tray vegetable with dip $40
100 napkins and small plates $5

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: [ ]

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: [ ]

Foundation Office Use Only

Date Application Received: [ ]
Amount Approved: [ ]
Approved: [ ] Yes [ ] No
Authorizing Signature: [ ]
Santiago Canyon College Foundation  
2017-18 GRANT APPLICATION  
Guidelines, Policies, Procedures and Timeline

FUNDING GUIDELINES & CRITERIA FOR FUNDING

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For more information, email foundation@sccollege.edu or call 714-628-4790.

Revised 5/1/2017
LEARNING COMMUNITY
SYMPOSIUM

QUESTION AUTHORITY

TUESDAY, JUNE 6, 2017
11:00 AM – 12:00 PM
H-240

Students from the “Question Authority!” Learning Community, English 102: Literature and Composition and Library 100: Research Methods, are presenting their final projects centered around literature, composition, research, and the idea that authority is constructed and contextual.

Questions? Contact martin_linda@sccollege.edu and pecenkovic_nidzara@sccollege.edu
### Title of Project/Program:
Hawks Nest Food Pantry

### Requested By:
Tiffany Gause

### Total Amount of Funding Requested:
$3,000

### Have you secured funding from other sources?
- [X] Yes
- [ ] No

If yes, please summarize:
- ASG Helpful Hawks Grant, $1500
- Payroll Deduction (roughly) $500

### Brief Description of Proposal:
Attach supplemental documentation, if appropriate:
The Hawk’s Nest Food Pantry (HNFP) will provide food to students who are food insecure and/or hungry. The pantry is proposed to be open once a week for several hours. Students will be able to obtain a variety of foods including perishables. The HNFP will afford students an opportunity to have some need be met which supports them academically, and nutritionally.

### Benefit/Measurable Impact to Students and the College:
Students who are hungry cannot learn, nor can we expect those students to complete their educational goals. If we have a food pantry to support students, we are better positioned to assist students in achieving their academic goals, and in bonding ourselves to our students as an institution which cares about the whole person, not just the academic gains. If we are able to support students in this way, we may see students be in a better position to remain in school, rather than give up on education.

### How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

Goal #1: The Hawk’s Nest Food Pantry can be used to demonstrate the opportunities available to students who attend SCC.
Goal #3: The HNFP assists the college by taking into consideration the external challenges students may face around food insecurity and its impact on academic performance.
Goal #13: We are working to partner with many community org’s and businesses to assist in supporting students who are in need.
Goal #14: We are working to partner with many community org’s to increase and diversify funding streams for the pantry.
Are the needs identified in this request in your Department Planning Portfolio (DPP): □ Yes □ No
If no, please explain.
The Hawk’s Nest Food Pantry is not tied to any academic department.

Is this resource request in your department’s Program Review: □ Yes □ No
If no, please explain.
The Hawk’s Nest Food Pantry is not tied to any academic department.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
The Hawk’s Nest Food Pantry has many resource needs including:

- 10 additional tables- $400
- 4 additional canopies- $500
- ID Swipe machine- $200
- 5 rolling carts- $1,000
- 1 Computer- $1,000

Applicant’s Signature/Date

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date:

Foundation Office Use Only

Date Application Received: □ Approved: □ Yes □ No
Amount Approved: □ Authorizing Signature:
<table>
<thead>
<tr>
<th><strong>Title of Project/Program:</strong></th>
<th><strong>Requested By:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Speakers Symposium</td>
<td>Tiffany Gause</td>
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<tr>
<th><strong>Total Amount of Funding Requested:</strong></th>
<th><strong>Have you secured funding from other sources?</strong></th>
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<tbody>
<tr>
<td>$3,000</td>
<td>☐ Yes ☑ No</td>
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**Brief Description of Proposal:** Attach supplemental documentation, if appropriate:
The Speakers Symposium works to bring speakers to SCC to enrich the experience of students, and to suplement instruction provided by faculty. The Speakers Symposium is not funded by any other source on campus, yet requires funds to bring enriching talks to our campus. The Speakers Symposium seeks to work with specific departments to provide speakers who are relevant, engaging, challenging, and enlightening.

**Benefit/Measurable Impact to Students and the College:**
The Speakers Symposium seeks to provide opportunities to students, faculty, staff, administration, and the college as a whole. In bringing speakers and presenters to campus, we suplement instruction that students receive in class, we support faculty in highlighting their field, we provide faculty, staff, and administration with growth opportunities, and we promote SCC through our partnering with and advertising the speakers we have on campus.

**How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.**

- **Goal #1:** Opportunities provided by the Speakers Symposium and partners can be used to demonstrate the opportunities available to students who attend SCC.
- **Goal #4:** Speakers that are brought to campus assist in continuing to provide high quality educational experiences and set a standard for academic excellence.
- **Goal #5:** Speakers assist faculty in suplementing instruction and providing high quality engagement with academic leaders in their field.
- **Goal #12:** Guest speakers help to increase student learning which helps to achieve educational goals.
Are the needs identified in this request in your Department Planning Portfolio (DPP):  
Yes  □ No  □  
If no, please explain.
The Speakers Symposium is not tied to any academic department.

Is this resource request in your department's Program Review:  
Yes  □ No  □  
If no, please explain.
The Speakers Symposium is not tied to any academic department.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
The Speakers Symposium seeks to partner with other entities on campus to provide greater opportunities. We seek to bring speakers who are impactful, and who have a history of academic soundness and innovation in their area. In the last couple of years, we have welcomed some big name speakers like Jane Elliott, Tim Wise, and Thomas Kieth. These speakers are world renowned and significant in price.

The Speakers Symposium seeks $3000 to continue to provide excellent opportunities to the campus as a whole.

Applicant's Signature/Date

Dean/Vice President Signature/Date

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date:

Foundation Office Use Only

Date Application Received:  
Approved:  [ ] Yes  □ No  □  
Amount Approved:  
Authorizing Signature:
Title of Project/Program: SCC Research Symposium

Requested By: Tiffany Gause & Lacy Hedenberg

Total Amount of Funding Requested: $2,000

Have you secured funding from other sources? ☐ Yes ☒ No
If yes, please summarize.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:
The SCC Research Symposium provides all SCC students an opportunity to present their original research in a conference setting. Students are able to create a professional poster, or orally present their research alone, in a small group, or in a large group. The SCC Research Symposium helps to foster passion in students, to establish the need for research, and to provide them an opportunity to have some experience of what a professional conference is like.

Benefit/Measurable Impact to Students and the College:
Students who conduct research are more likely to persist and complete their educational goals. The symposium can also be used as a demonstration to future students of the kind of opportunities SCC provides to students. The research symposium helps to foster an understanding of the role research plays in academia, and also gives students an understanding of what graduate school may require as well.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.
Goal #1: The SCC Research Symposium can be used to demonstrate the opportunities available to students who attend SCC.
Goal #3: The SCC Research Symposium promotes an environment of learning, and encourages students to prepare and work toward larger academic goals.
Goal #13: The SCC Research Symposium is an opportunity for local business and nonprofit orgs to see what students at SCC are doing, and an opportunity for those partners to provide opportunity to SCC students.
Goal #10: Research promotes an environment which is student focused and celebrates the achievements of students.
Goal #4: The SCC Research Symposium promotes an identity for SCC based in academic excellence and personalized education.
Are the needs identified in this request in your Department Planning Portfolio (DPP): Yes No
If no, please explain.
The SCC Research Symposium is not tied to any academic department.

Is this resource request in your department's Program Review: Yes No
If no, please explain.
The SCC Research Symposium is not tied to any academic department.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
- Printing of promotional materials: $200
- Printing of programs: $100
- Printing of professional, research conference standard posters: $200
- Purchase of wireless microphones for presenters: $500
- Miscellaneous conference needs (name badges, software, presentation clickers): $500

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Date Application Received: Approved: Yes No
Amount Approved: Authorizing Signature:
Santiago Canyon College Foundation
2017-18 GRANT APPLICATION

All requests must be received in the SCC Foundation Office by 5:00 p.m. on Friday, June 30, 2017

Title of Project/Program: Theatre Arts Production Funding
Requested By: Sheryl Donchey

Total Amount of Funding Requested: $3,000.00
Have you secured funding from other sources? □ Yes □ No
If yes, please summarize.

Brief Description of Proposal: Attach supplemental documentation, if appropriate:

HISTORY:
Thanks to the generous $1,750.00 SCC Foundation Grant given to the Theatre Arts program for the 2016-2017 academic year, Theatre Arts has been able to create a strong foundation for an ongoing production program. We are very proud of our achievements during the past two semesters, but there is still much to be done as we strive to continue the development moving forward.

After an ambitious and highly successful presentation of two full-length plays this past season, BAH HUMBUG!, a musical theatre adaption of "A Christmas Carol" that featured 40 student participants and wowed sold-out audiences, and our recent acclaimed production of THE BACCHAE, a Greek tragedy that allowed students to soar to new levels of personal and artistic achievement, SCC Theatre Arts Program has proven itself to be a viable collegiate theatrical venue, artistically, academically, and in popularity alike.

Benefit/Measurable Impact to Students and the College:

Fifteen courses have been added to the SCC Theatre Arts curriculum since my arrival in the Fall of 2013, with most of those courses geared to production. We currently produce two full plays per academic year, and due to production, our student base is growing. A Theatre Arts program will only draw students when it has a valued production program. Last season's auditions/interviews for actors and stage technicians attracted students from many disciplines across campus. Fifty-seven students benefited from involvement in these two productions. Many more auditioned and/or interviewed for technical positions but were not selected.

As we grow, our visibility in the community grows. We have been able to bring hundreds of community members to our campus performances, and many of these audience members are potentially future students or donors to the SCC Foundation. The quality of our presentations depends on many things, but lighting is the one theatrical design that is absolutely critical to any production. A play can be presented without a set, and in everyday clothing, and with air props, but without lighting, there is no magic. It is the most important design element in theatre. We have students interested in lighting design and operation, but we lack the materials with which to teach them.

As we continue to recruit new students, we are working toward offering an AA Degree in Theatre Arts in the near future.

How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

#1 - Strengthen outreach and recruitment.
#2 - Align the college curriculum to focus on student completion of pathways.
#4 - Promote a college identity of high quality, academic excellence, and personalized education.
#11- Increase educational goal completion for university transfer, degrees, ad certificates.
#12- Increase student learning and achievement through a culture of continuous quality improvement.
Are the needs identified in this request in your Department Planning Portfolio (DPP):  Yes [ ] No [ ]
If no, please explain.

Is this resource request in your department’s Program Review:  Yes [ ] No [ ]
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Lighting equipment and supplies:
1. Hog 4 Widget Lighting Console: $700.00
2. Computer: $700.00
3. 2 ETC Pamel lighting instruments @ $315.00 each: $630.00
4. 2 Leviton PAR64-0BL instruments: $120.00
5. Connectors: $150.00
6. 24 lamps: $400.00
7. Clamps and Safety Cable: $75.00
8. Gel frames: $75.00
9. Gobo holders: $100.00
10. Gel color: $50.00

TOTAL: $3,000.00

Applicant’s Signature/Date: Shylee Dornely 6-27-17

Dear/Vice President Signature/Date: [ ]

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: Shylee Dornely 6-27-17

Foundation Office Use Only

Date Application Received: [ ]
Approved: [ ] Yes [ ] No
Amount Approved: [ ]
Authorizing Signature: [ ]
Santiago Canyon College Foundation – 2017-2018 Grant Application

ADDENDUM to Brief Description of Proposal:

HISTORY cont.:
With the support and assistance of numerous SCC administrators, we have been able to turn the D-121 classroom into a true Black Box performance space. The room has been painted, and we’ve acquired black curtains and new audience seating risers. District funds appropriated to buy rehearsal cubes were re-appropriated to purchase approximately half of the lighting instruments that are critically needed for performances. A theatre is taking shape. This is an open performance space, and although used by Theatre, it is also shared with other SCC Performing Arts disciplines.

REQUEST FOR FUNDS:
Theatre Arts needs to purchase lighting equipment that will complete and allow for the safe and technologically current operation of our lighting system. We request $3,000 to pay for the following items:
1. A computerized lighting console [Hog 4 Widget or equivalent]
2. A laptop or desktop computer, with Windows 8 or above, and a minimum of 6 gigs of ram to run the console.
3. 2 ETC Parnel lighting instruments
4. 2 Leviton PAR64-0BL lighting instruments
5. Connectors, hanging clamps, safety cables, lamps, gel frames, gobo frames, and gels.

SUPPORTING INFORMATION:
As stated above, we now have a portion of the lighting equipment necessary to adequately light the space for theatrical purposes, but we were not able buy the additionally needed lighting instruments on our list, nor more importantly, the desperately needed computer and computer operated lighting console with which to operate the lights. Without a contemporary light board console, and a basic computer to run the board, our technical theatre students have to negotiate a 25+-year old console that does not interface with modern technology and equipment. Our students are not able to work with the same current equipment and methodologies used by most every other colleges and university in the nation, or used standardly in the performing arts industry. In addition, our old manual board requires multiple hands to operate. This is an impossible task in the light booth due to space constraints. We must meet our student needs and expectations.

Acquiring a few new instruments was the first step. The purchase of these instruments necessitates the purchase of cables, connectors, lamps, gel and gobo frames, and a starting supply of gel sheets [color].
Santiago Canyon College Foundation  
2017-18 GRANT APPLICATION  

Title of Project/Program: Student Engagement Initiative  
Requested By: Antonio Sanchez  

Total Amount of Funding Requested: $1117.00  
Have you secured funding from other sources? Yes No  
Self-funded  

Brief Description of Proposal:  
Attach supplemental documentation, if appropriate:  
During the academic year, students will have the opportunity to engage with the community, with fellow students, and will have the opportunity to increase their leadership skills on-campus. As a Division, we will increase our image by spending time with fellow students, exploring cities, and engaging our students to perform enrichment activities that will increase their English speaking abilities. Most importantly, this proposal aims to retain and teach students the importance of extra curricular activities and involvement in the campus community.  

Benefit/Measurable Impact to Students and the College:  
Student data was collected in 2016-2017, where two hundred thirty students filed out a survey. The survey data from August 2016 helped identify a student need. The data collected concluded that 34% of students didn't have an educational plan. Within months of collecting the survey data, counselors made classroom visits to create educational plans. Throughout the year ASGCE hosts different events. There are workshops ASG coordinates that teach students important life skills. In addition to offering informational sessions, where a presenter comes to speak about college programs. ASG helps keep students connected with the most current news by having ASG representative write a school newspaper. Furthermore, students enjoy cultural enrichment activities around special holidays of the year. For example last December 2016, a video was created showing how students celebrate Christmas around the world. The video was posted on the school's Face-book page.  

How does this request support the College's long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.  
This request allows students to get to know classmates, faculty, and staff and continue to embrace the community we have built at our off site locations. This request allows the Continuing Education to promote a college identity of high quality, academic excellence, and personalized education while promoting an integrated approach to supporting student success. In addition, it provides extracurricular activities to build a more well-rounded student and gives them a voice in the school community so that they can help inform and personalize their education.
Are the needs identified in this request in your Department Planning Portfolio (DPP): [ ] Yes [x] No
If no, please explain.

Is this resource request in your department's Program Review: [ ] Yes [x] No
If no, please explain.

Since the establishment of Associated Student Government at the Batavia Center in 2007, ASG has not had an intense program review.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)

Activity One: Week of Welcome (2 semesters) = $312.00
Activity Two: Student Activity Prizes (2 semesters) = $175.00
Activity Three: Halloween = $230.00
Activity Four: Giving Back to the Community Project = $100.00
Activity Five: Cultural Day = $150.00
Activity Six: Los Angeles Trip = $150.00
Total For Activities: $1,117.00

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: Antonio Sanskey 06/29/17
<table>
<thead>
<tr>
<th>Title of Project/Program:</th>
<th>AB540 Stipend Opportunity</th>
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<tbody>
<tr>
<td>Requested By:</td>
<td>Juana Galvan, EOPS/CARE Counselor</td>
</tr>
<tr>
<td>Total Amount of Funding Requested:</td>
<td>$</td>
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<tr>
<td>$300 for three students stipends</td>
<td></td>
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<tr>
<td>Have you secured funding from other sources?</td>
<td>Yes ☒ No ☐</td>
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<tr>
<td>If yes, please summarize.</td>
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Brief Description of Proposal: Attach supplemental documentation, if appropriate:

During Flex Week (Fall 2017) the AB540 Advisory Group will host an ally training for faculty and staff on how to create a supportive campus environment for undocumented students. This training will increase faculty and staff knowledge and effectiveness about the needs, concerns, and issues of undocumented (unprotected) immigrant students and their families. Faculty and staff will learn about relevant immigration laws impacting students and related student issues and challenges. Part of the training consists of a student panel whereby students share their personal challenges and experiences as undocumented students attending SCC. The funding will allow for each student participant to receive a stipend for their participation on the panel.

Benefit/Measurable Impact to Students and the College:

Support from the SCC Foundation will make a difference in the lives of our AB540 students at SCC! Students who fall under the AB540 criteria, are first generation college students, who qualified for limited financial resources to help finance their education.

How does this request support the College’s long-range goals & objectives (as identified in the Educational Master Plan)? List the SCC goals that this request supports.

This request supports SCC’s commitment to promote a college identity of high quality, academic excellence, and personalized education. The ally training will aid toward maintaining a positive, productive working environment for employees, recognizing and embracing diversity, and enhancing staff development opportunities.
Are the needs identified in this request in your Department Planning Portfolio (DPP): ☑ Yes ☒ No
If no, please explain.

Is this resource request in your department's Program Review: ☑ Yes ☒ No
If no, please explain.

Outline of Budget Expenditures/Materials List/Volunteer Resources: (Be as specific as possible.)
Stipend for students.

Applicant's Signature/Date: Juanita Garcia 6/30/17

Dean/Vice President Signature/Date: Jennifer Lee 6/30/17

I have read and understand the SCC Foundation grant guidelines, policies, procedures and timeline below. Applicant

Signature/Date: ________________________________________
<table>
<thead>
<tr>
<th>Name and Date of Conference:</th>
<th>Requested By:</th>
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<tbody>
<tr>
<td>Model United Nations</td>
<td>Narges Rabii-Rakin</td>
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<th>Amount Requested (limit is $650): $</th>
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<th>Have you secured funding from other sources:</th>
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<td>Yes (X) No ( )</td>
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Funds have not been secured but have been requested through other college sources, including Equity.

Brief description of purpose of the conference and your role. Please provide a copy of conference brochure, if available:

The SCC MUN program is a unique signature program at SCC. The goal of MUN is to enhance and enrich students' success by engaging students in the art of diplomacy, conflict resolution, public speaking and global studies. The target population for this program are underrepresented students who may otherwise not have access to the program activities. Historically, students who complete this program advance to a university with a more comprehensive set of skills that apply to a variety of majors and programs.

Benefits to students and the college of your participation in this conference:

The SCC MUN program aligns with both the Image Enrichment and Program Enrichment goals of SCC. As a result of the MUN program, students become highly sensitive to the function and process of the UN while solving real life global issues. This signature program enriches the lives of the participants and brings great prestige and recognition for SCC.

How does your participation in this conference align with your department's goals and objectives?

Model United Nations is a college signature program and therefore directly supports the following college goals:

#4. Promote a college identity of high quality, academic excellence and personalized education.
4a. Identify signature programs that support achievement of student academic goals.
4b. Implement and promote signature programs and college identity.

Please provide an overall budget for this conference, including travel, lodging and registration fees.

Cale Crammer submitted a Travel request with the budget details.

Applicant's Signature/Date submitted electronically.

Dean/Vice President / Signature/Date 6/29/17

REVIEW, SIGN PAGES 1 AND 2, AND RETURN COMPLETED APPLICATION TO GAYLE SAPAK IN A-201
Santiago Canyon College Foundation

2017-2018 GRANT APPLICATION FOR CONFERENCE TRAVEL
Funding Guidelines & Procedures

The SCC Foundation serves Santiago Canyon College by raising supplemental dollars to enhance college programs and services that directly benefit students. Funds raised for this purpose can be made available to qualified faculty, staff and administrators at the discretion of the SCC Foundation Board of Directors through a formalized request process outlined below. The procedures below pertain specifically to grants for conference travel.

GUIDELINES

1. Only requests from Santiago Canyon College employees (staff, faculty or administrators) will be considered and only for travel related to the applicant’s employment with the college.
2. For the 2017-18 academic year up to $650.00 may be requested.
3. In awarding conference travel grants, priority consideration will be given to applicants who meet the following conditions:
   a. The applicant will present a published/publishable paper and/or ongoing research.
   b. The applicant has already secured any required additional funding from other sources.
   c. Participation in the conference clearly aligns with the goals and objectives of the applicant’s department.
4. Grants are subject to availability of funds, as determined by the foundation Board of Directors.
5. All approved requests must be expended within one year of the official award date. All funds not expended must be returned to the SCC Foundation’s general account.
6. Applicants may apply for a travel grant individually or as part of a group.
7. In general, applicants will receive travel funding only once in the same fiscal year, unless additional funding is made available.
8. If necessary, applicants may be asked to provide additional clarifying information to support their request.
9. All applications must be approved by the appropriate Dean/Vice President prior to submission.
10. The Santiago Canyon College Foundation reserves the right to terminate funding should the terms of the travel request substantially change without prior Foundation approval.
11. All requests must be submitted on the appropriate grant application form to Julie Restivo in Room A-201.

PROCEDURES

1. In most cases, funding requests will be considered for approval by the Foundation Board of Directors at the first general foundation board meeting that occurs after the application is submitted. Meetings take place quarterly in October, January, April and June. Exceptions can be made at the discretion of the board.
2. Approved requests will be processed through the SCC Foundation office and a check will be issued to the conference participant within two weeks of approval.

I have read and understand the SCC Foundation Conference Travel Funding Guidelines and Procedures as written.

Signature/Date: _____________________________________

REVIEW AND SIGN BOTH PAGES OF THIS APPLICATION AND RETURN IT TO GAYLE SAPAK IN A-201

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<th>Foundation Office Use Only</th>
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<tr>
<td>Date Application Received:</td>
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<tr>
<td>Amount Approved:</td>
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</table>
Name and Date of Conference: Students in Transition, Oct. 21-23

Requested By: Cynthia Partida

Amount Requested (limit is $650): $295.00 - $495.00
*see below for explanation

Have you secured funding from other sources: Yes No

Please summarize:

Brief description of purpose of the conference and your role. Please provide a copy of conference brochure, if available:

The 24th National Conference on Students in Transition will help attendees learn strategies, initiatives, and best practices to support student success in the first year of college. As the Student Services Coordinator of the new First Year Support Center at SCC, it is important to learn high-impact practices to improve learning and success tips for today’s undergraduates.

Benefits to students and the college of your participation in this conference:

By attending I will be able to bring back new programming for the First Year Support Center that will support student success for first-year students, especially at-risk students. As the college continues to develop first-year programs we can increase student involvement by providing them with programs that have succeeded at other campuses across the nation.

How does your participation in this conference align with your department’s goals and objectives?

As a newly developed student support service, the First Year Support Center will be able to learn from other campuses on their best practices.

Our goal is to create first-year programs that increase student engagement, success and overall learning; therefore, assisting with retention and persistence efforts.

Please provide an overall budget for this conference, including travel, lodging and registration fees.

*The conference registration fee is $495.00; however, currently enrolled graduate students are eligible to apply and possibly qualify to pay $295.00. If allowed to attend, I will attempt to qualify for the graduate student rate. No lodging is necessary.
The SCC Foundation serves Santiago Canyon College by raising supplemental dollars to enhance college programs and services that directly benefit students. Funds raised for this purpose can be made available to qualified faculty, staff and administrators at the discretion of the SCC Foundation Board of Directors through a formalized request process outlined below. The procedures below pertain specifically to grants for conference travel.

GUIDELINES

1. Only requests from Santiago Canyon College employees (staff, faculty or administrators) will be considered and only for travel related to the applicant's employment with the college.
2. For the 2017-18 academic year up to $650.00 may be requested.
3. In awarding conference travel grants, priority consideration will be given to applicants who meet the following conditions:
   a. The applicant will present a published/publishable paper and/or ongoing research.
   b. The applicant has already secured any required additional funding from other sources.
   c. Participation in the conference clearly aligns with the goals and objectives of the applicant's department.
4. Grants are subject to availability of funds, as determined by the foundation Board of Directors.
5. All approved requests must be expended within one year of the official award date. All funds not expended must be returned to the SCC Foundation's general account.
6. Applicants may apply for a travel grant individually or as part of a group.
7. In general, applicants will receive travel funding only once in the same fiscal year, unless additional funding is made available.
8. If necessary, applicants may be asked to provide additional clarifying information to support their request.
9. All applications must be approved by the appropriate Dean/Vice President prior to submission.
10. The Santiago Canyon College Foundation reserves the right to terminate funding should the terms of the travel request substantially change without prior Foundation approval.
11. All requests must be submitted on the appropriate grant application form to Julie Restivo in Room A-201.

PROCEDURES

1. In most cases, funding requests will be considered for approval by the Foundation Board of Directors at the first general foundation board meeting that occurs after the application is submitted. Meetings take place quarterly in October, January, April and June. Exceptions can be made at the discretion of the board.
2. Approved requests will be processed through the SCC Foundation office and a check will be issued to the conference participant within two weeks of approval.

I have read and understand the SCC Foundation Conference Travel Funding Guidelines and Procedures as written.

Signature/Date:

REVIEW AND SIGN BOTH PAGES OF THIS APPLICATION AND RETURN IT TO GAYLE SAPAK IN A-201

Foundation Office Use Only

Date Application Received:  
Approved: □ No □ Yes

Amount Approved:  
Authorizing Signature:
24th National Conference on Students in Transition Call for Papers and Conference Announcement

Sponsored by
National Resource Center for The First-Year Experience & Students in Transition
University of South Carolina

October 21-23, 2017
Costa Mesa, California

An Invitation to Educators Committed to Student Learning and Success

As college educators, we are challenged to provide support for students and improve their entire undergraduate experience. At the 24th National Conference on Students in Transition, attendees will share with and learn from one another the latest trends, initiatives, best practices, ideas, research, and assessment strategies focused on supporting student success in the first college year and beyond. We invite you to be a part of this exciting learning experience!

Co-hosted by
- Santa Monica College
- University of California, Los Angeles
- University of California, Irvine

Who Should Attend?

Educators interested in the college student experience from the first year through graduation, the collegiate curriculum, innovative pedagogies, and high-impact practices designed to improve learning and success for today's undergraduate students should attend. Graduate and undergraduate students also are encouraged to participate in the conference.

Conference Theme Tracks

- Sophomore Issues
- The Transfer Student Experience
- The Senior Year
- The First Year

Travel Information

- Conference Venue
Early Registration deadline: September 20, 2017
* PLEASE NOTE: Registration prior to the conference will be cut off on October 11, 2017 at 11:59:00 PM Eastern Standard Time. All registrations after this date will need to be processed on-site at the conference starting on October 21, 2017.

Please be aware that photographs will be taken during the 24th National Conference on Students in Transition, October 21-23, 2017 for use on future marketing brochures and the National Resource Center’s website. By registering and attending the conference, you are granting us permission to use any photographs you may be included in.

Please enter the name, institution affiliation, email address, phone number and institutional mailing address of the participant attending. A confirmation will be sent to this e-mail address after completing the registration process. Click here for information regarding conference cancellation policy.

If you are registering as a full-time graduate or undergraduate student, you will be required to upload a LETTER from your advisor, registrar, or dean as proof of FULL-TIME ENROLLMENT and NO FULL-TIME EMPLOYMENT when you select that registration category.

If you are registering as a Chief Academic Officer, please contact Jennie Duval at j1duval@mailbox.sc.edu to verify if you qualify for a fee waiver before selecting that registration category.

CAO fee waivers are non-transferable and CAO must be accompanied by two or more full fee paying employees (students and preconference only participants do not qualify) from the same institution.

PARTICIPANT INFORMATION

First Name: *

Last Name: *

(as it should appear on name tag)

Position Title/Dept: *

Institution: (No Acronyms) *

Email: *

Share my email information:  Yes  No

By selecting Yes, your email address will be shared with event exhibitors.

Alternate Email:

Phone: *

Institution Address 1: *

Address 2:

Country: *

United States

City: *  State: *  Zip Code: *

https://nrc.uts.sc.edu/fye/sit2017/
CONFERENCE PARTICIPANT FEE INFORMATION

Registration fee includes conference materials, continental breakfasts, refreshment breaks and welcome reception.

On-site registration fee: $595.00

- Program Presenter: $465 After 9/20/2017
- Co-host participant: $465

Select Type

Letter of Proof as full-time student and NO full-time employment:

Chief Academic Officer:

CAO fee waivers are non-transferrable and CAO must be accompanied by two or more full fee paying employees (students and preconference only participants do not qualify) from the same institution.

Daily rates:

- Sunday: $265
- Monday: $225

Pre-Conference Workshops only: See rates below for Pre-Conference Workshops and Welcome Reception. Reception is an additional fee only if you choose pre-conference workshop only or a daily rate fee.

Please indicate you will or will not attend the Welcome Reception (check as appropriate)

- will not attend the Saturday, Welcome Reception, October 21

Preconference Workshops (Please select the workshops you will be attending)

<table>
<thead>
<tr>
<th>Title</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>W-1 Upgrade Your Peer Leader Program by Creating High-Impact and Transformative Experiences</td>
<td>$135</td>
</tr>
<tr>
<td>W-2 Making Learning Meaningful Through Integrative Learning</td>
<td>$135</td>
</tr>
<tr>
<td>W-3 Planning for Student Transitions Across the Undergraduate Years</td>
<td>$245</td>
</tr>
</tbody>
</table>

(Please note that reasonable accommodations will be made to meet indicated special dietary/access needs.)

Special dietary needs (please check all that apply):
- Vegetarian
- Vegan
- Gluten free

Special access needs that require accommodation (please check all that apply):
- Hearing impairment
- Mobility impairment

https://nrc.uts.sc.edu/fye/sit2017/
Santiago Canyon College Foundation

2017 - 2018 CONFERENCE TRAVEL FUNDING REQUEST

Name and Date of Conference: National Model United Nations - New York Conference

Amount Requested (limit is $650): $650

Requested By: Cale Crammer

Have you secured funding from other sources: ☐ Yes ☑ No

Please summarize: I will look to alternative funding streams like ASG to cover the difference.

Brief description of purpose of the conference and your role. Please provide a copy of conference brochure, if available:

I will be taking a group of 16 SCC students to New York (as their advisor), so they can participate in the National Model United Nations – New York Conference. NMUN – NY is an academic collegiate conference where students from around the world (over 50% of the delegations are from outside the US) represent one of the 193 countries recognized as members of United Nations. NMUN – NY is widely recognized as the most informative, educational, and competitive Model United Nations conference. During the conference, students will visit the UN, meet with their country’s representatives during a scheduled mission briefing, and simulate the UN and its various committees.

Benefits to students and the college of your participation in this conference:

Attending this conference will allow me to enhance the quality of my POLT 150 and 250 courses, program leadership, and student trainings. I will spend a good deal of time meeting, conversing, and collaborating with faculty from other programs. As faculty advisors, we share content and curriculum and discuss best practices. This is essential because unlike some areas of academic knowledge, international relations and global issues are constantly changing. Therefore, there is a need to be up-to-date with the latest trends and events. Collaboration between faculty advisors helps with this task.

I will also participate in a number of activities while at NMUN – NY. NMUN – NY is ultimately a conference that will enable me to support the success of our students here at SCC more.

How does your participation in this conference align with your department’s goals and objectives?

Conference participation will align with our department’s goals to enhance the MUN program and political science as a major. Not only will conference participation add to the reputation of our SCC MUN program, but it provides me with a valuable space to further develop the program, which ultimately impacts the quality of course offerings in our department. As the instructor for POLT 150 & 250, attending this conference gives me the opportunity to expand and improve my understanding of the dynamics of Model UN, stay up-to-date with the latest issues addressed by the UN, and advise students on issues of international law and diplomacy.

Please provide an overall budget for this conference, including travel, lodging and registration fees.

Advisor Registration = $135, Flights (including bag fees) = $500, Ground Transportation = $30

Total = $665

I have only listed the expenses here that this Conference Travel Request would cover. Missing is the hotel cost, which I will look to cover by ASG and other private donations.

Applicant's Signature/Date

Dean/Vice President Signature/Date

REVIEW, SIGN PAGES 1 AND 2, AND RETURN COMPLETED APPLICATION TO GAYLE SAPAK IN A-201
The SCC Foundation serves Santiago Canyon College by raising supplemental dollars to enhance college programs and services that directly benefit students. Funds raised for this purpose can be made available to qualified faculty, staff, and administrators at the discretion of the SCC Foundation Board of Directors through a formalized request process outlined below. The procedures below pertain specifically to grants for conference travel.

**GUIDELINES**

1. Only requests from Santiago Canyon College employees (staff, faculty, or administrators) will be considered and only for travel related to the applicant’s employment with the college.
2. For the 2017-18 academic year up to $650.00 may be requested.
3. In awarding conference travel grants, priority consideration will be given to applicants who meet the following conditions:
   a. The applicant will present a published/publishable paper and/or ongoing research.
   b. The applicant has already secured any required additional funding from other sources.
   c. Participation in the conference clearly aligns with the goals and objectives of the applicant’s department.
4. Grants are subject to availability of funds, as determined by the foundation Board of Directors.
5. All approved requests must be expended within one year of the official award date. All funds not expended must be returned to the SCC Foundation’s general account.
6. Applicants may apply for a travel grant individually or as part of a group.
7. In general, applicants will receive travel funding only once in the same fiscal year, unless additional funding is made available.
8. If necessary, applicants may be asked to provide additional clarifying information to support their request.
9. All applications must be approved by the appropriate Dean/Vice President prior to submission.
10. The Santiago Canyon College Foundation reserves the right to terminate funding should the terms of the travel request substantially change without prior Foundation approval.
11. All requests must be submitted on the appropriate grant application form to Julie Restivo in Room A-201.

**PROCEDURES**

1. In most cases, funding requests will be considered for approval by the Foundation Board of Directors at the first general foundation board meeting that occurs after the application is submitted. Meetings take place quarterly in October, January, April, and June. Exceptions can be made at the discretion of the board.
2. Approved requests will be processed through the SCC Foundation office and a check will be issued to the conference participant with the terms of approval.

I have read and understand the SCC Foundation Conference Travel Funding Guidelines and Procedures as written.

Signature/Date:  

REVIEW AND SIGN BOTH PAGES OF THIS APPLICATION AND RETURN IT TO GAYLE SAPAK IN A-201

<table>
<thead>
<tr>
<th>Foundation Office Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Application Received:</td>
</tr>
<tr>
<td>Amount Approved:</td>
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