


**\*Travel Authorization T- 05**  
**Date: November 9, 2009**

**TO: Board of Trustees**  
**FROM: Superintendent**  
**SUBJECT: Travel Authorization**

It is recommended that those individuals listed on the attached Travel Authorization Report be authorized to attend conferences and/or conventions designated for discussion or observation of college matters, or otherwise perform services for the College District at the locations shown without loss of salary for the number of days indicated with payment of expenses in accordance with Board rules, except as shown. Advance payment of conference registration is authorized. The appropriate vice president approves trips utilizing District vehicles and not requiring reimbursement. Substitutes are authorized where necessary. Detailed information relating to this report is on file in the Office of Business Services.

All transactions listed in this report are in accordance with established policies and expenditures are within appropriations.

  
Deborah Wallace  
Vice President Business Services

<b>TRAVEL AUTHORIZATION – ESTIMATED EXPENSES</b>							<b>Date: November 9, 2009</b>
<b>Date, Name, Purpose, Destination, Account</b>	<b>Transport</b>	<b>Lodging</b>	<b>Meals</b>	<b>Conference Fees</b>	<b>Other</b>	<b>TOTAL</b>	
09-14-09 – 11-13-09, Pavlina Janssen, costume purchase for theatre production, L.A. fashion district. Dept. travel.	209.00					209.00	
09-18-09, Arlette, Salute to Youth, Plant 42, Palmdale. SB 70 grant.	13.58					13.58	
09-25-09, Arlette, K-16 bridge workshop, Victor Valley College. SB 70 grant.	38.80					38.80	
09-25-09, Michelle Hernandez and Ann Steinberg, K-16 bridge workshop, Victor Valley College. SB 70 grant.	62.57			20.00		82.57	
09-25-09, Ande Sanders, FKCE program directors meeting, Pasadena City College. Dept. travel.	29.10					29.10	
09-25-09, P. Ford, H. Preschler, A. Dwinell, J. Paul, C. Valiotis, CFT state council meeting, Manhattan Beach. Union funds.	0					0	
10-03-09, Scott Jenison and Priscilla Jenison, CATESOL conference, CSU Fullerton. Basic Skills.	103.79		36.00	80.00		219.79	
10-05-09, Jill Zimmerman, court scholars committee, Children's Court, Monterey Park. Mandatory travel.	71.30		6.00			77.30	
10-06-09 – 10-08-09, Daniel Owens, AMMS training, San Diego, CA. Mandatory travel.	171.00	160.00	48.00			379.61	
10-06-09 – 10-09-09, Bonnell Curry, COADN/CCN conference, Monterey. Nursing enrollment grant.	370.85	537.00	54.00	200.00	60.00	1221.85	
10-07-09, Javier Carcano, evaluate campus network design, Rio Hondo College.	0					0	

<b>Date, Name, Purpose, Destination, Account</b>	<b>Transport</b>	<b>Lodging</b>	<b>Meals</b>	<b>Conference Fees</b>	<b>Other</b>	<b>TOTAL</b>
10-07-09, Kim Covell, 3CBG conference, Costa Mesa.	0					0
10-08-09 – 10-09-09, Rosa Onofre, CCC foreign language conference, Cypress College.	0					0
10-09-09, Rosa Hall, CCCCCSSAA region 9 meeting, Cerro Coso College, Ridgecrest.	0					0
10-10-09, Scott Jenison and Priscilla Jenison, CATESOL conference, Santa Barbara City College. Basic Skills.	101.85		36.00	80.00		217.85
10-15-09, Doug Jensen, health and science building plan approval, Sacramento. Dept. travel.	367.20		15.00			382.20
10-16-09 – 10-17-09, Agnes Jose-Eguaras, ECHS fall institute, San Diego College. Basic Skills.	210.00	220.00	36.00			466.00
10-16-09 – 10-17-09, J. Zimmerman, L. Uhazy, J. Cooper, P. Ahad, ECHS fall institute, San Diego College. SOAR.	184.30					184.30
10-16-09 – 10-18-09, P. Ford, A. Dwinnell, J. Paul, CFT conference, San Diego. Union funds.	0					0
10-18-09 – 10-21-09, M. Hancock, L. Lucero, H. Rocha, K. Sawicki, CAPED convention, San Diego. Basic Skills.	227.40	939.48	24.00	790.00		1980.88
10-20-09 – 10-24-09, Michael Tran, Mathematica conference, Champaign, IL. Title V.	582.58	367.97	78.00	195.00		1218.55
10-20-09 – 10-21-09, Charles Hood, film screening panel, UC Berkeley.	0					0
10-22-09 – 10-23-09, Diane Flores-Kagan, English Council of CA conference, Pasadena Hilton. Basic Skills.	81.41	180.00	48.00	135.00		344.41

<b>Date, Name, Purpose, Destination, Account</b>	<b>Transport</b>	<b>Lodging</b>	<b>Meals</b>	<b>Conference Fees</b>	<b>Other</b>	<b>TOTAL</b>
10-22-09 – 10-24-09, C. Hood, R. Jennings, S. Tafarella, English Council conference, Pasadena.	0					0
10-22-09 – 10-25-09, Jessica Harper, California Science Education conference, Palm Springs.	0					0
10-23-09, Bridget Razo, nonprofit annual conference Skirbill Center, Los Angeles.	0					0
10-23-09, Diane Stein, RTI conference, Los Angeles. TANF.	46.56					46.56
10-26-09 – 10-29-09, Dawn McIntosh, Ca. Assoc. College Bookstores meeting, Las Vegas, NV.	0					0
10-26-09, D. Frauli, M. Vasquez, J. Paul, workers' compensation workshop, Oakland, CA. Union.	0					0
10-27-09, Erin Hitchman, Franklin Covey focus on priorities, Los Angeles. Dept. travel.	36.38		5.00	232.70		274.08
10-27-09, Anita Davidson, CDAA eligibility training, Los Angeles. Mandatory travel.	66.93					66.93
10-28-09, Shane Turner, settlement conference, Los Angeles. Mandatory travel.	72.75					72.75
10-28-09, Sharon Lowry, HACU annual conference, Orlando, FL. Title V grant.	415.98	556.86	90.00	175.00		1237.84
10-28-09, Rick Motowakel, CCCAOE conference, Long Beach. Perkins grant.	91.65	365.84	72.00			529.49

<b>Date, Name, Purpose, Destination, Account</b>	<b>Transport</b>	<b>Lodging</b>	<b>Meals</b>	<b>Conference Fees</b>	<b>Other</b>	<b>TOTAL</b>
10-29-09 – 10-30-09, Maria Clinton, Curricunet conference, Newark, CA. Dept. travel.	410.00	100.00	48.00	35.00		593.00
10-29-09 & 10-30-09, Agnes Jose-Eguaras, fall basic skills regional meeting, Burbank Marriott. Basic Skills.	57.11		36.00			93.10
10-30-09, Anwar El-Issa, basic skills regional meeting, Burbank. Basic Skills.	18.00		24.00			42.00
10-30-09, Charles Hood, articulation conference, UC Irvine.	0					0
11-12-09, G. Kastner, C. Valiotis, P. Marquez, Statewide Senate staff session, Ontario. Academic Senate.	77.60			100.00		177.60
11-12-09 – 11-13-09, Patricia Marquez, Statewide Academic Senate fall plenary session, Ontario.	0					0
11-17-09, Jim Reddish, CA licensee drug and alcohol training, Van Nuys.	District vehicle					0
11-20-09 - 11-22-09, Heidi Preschler and Marthe Aponte, American Council of Foreign Language Teaching conference, Los Angeles.	0					0
11-21-09, Anwar El-Issa, CATESOL conference, CSU, Los Angeles. Basic Skills.	29.00		10.00	57.00		96.00
01-02-10 – 01-06-10, Denise Dedrick, Mosby faculty development conference, San Diego. Nursing enrollment grant.	274.00	660.00	90.00	580.00		1604.00
01-02-10 – 01-06-10, Stirlie Cox, Mosby faculty development conference, San Diego. Nursing enrollment grant.	234.60	557.52	72.00	580.00		1444.12

<b>Date, Name, Purpose, Destination, Account</b>	<b>Transport</b>	<b>Lodging</b>	<b>Meals</b>	<b>Conference Fees</b>	<b>Other</b>	<b>TOTAL</b>
01-02-10 – 01-06-10, Laurie Walker, Mosby faculty development conference, San Diego. Nursing enrollment grant.			72.00	580.00		652.00
01-03-10 – 01-05-10, Kathleen Stalter, Mosby faculty development conference, San Diego. Nursing enrollment grant.			72.00	580.00		652.00
01-03-10 – 01-05-10, Patricia Karnstedt, Mosby faculty development conference, San Diego. Nursing enrollment grant.			72.00	580.00		652.00
01-03-10 – 01-05-10, Susan Snyder, Mosby faculty development conference, San Diego. Nursing enrollment grant.	217.62	495.00	72.00	580.00		1364.62
01-03-10 – 01-05-10, Eileen Rodriguez, Mosby faculty development conference, San Diego. Nursing enrollment grant.	234.60	495.00	72.00	580.00		1381.60
01-03-10 – 01-05-10, Susan Atwood, Mosby faculty development conference, San Diego. Nursing enrollment grant.	236.90	330.00	54.00	580.00		1200.90
01-03-10 – 01-05-10, Christine Williams, Mosby faculty development conference, San Diego. Nursing enrollment grant.	254.00		72.00	580.00		906.00
01-03-10 – 01-05-10, Mary Hults, Mosby faculty development conference, San Diego. Nursing enrollment grant.		330.00	72.00	580.00		982.00
01-03-10 – 01-05-10, Linda Harmon, Mosby faculty development conference, San Diego. Nursing enrollment grant.	189.15		72.00	580.00		841.15
01-03-10 – 01-05-10, Susan Atwood, Mosby faculty development conference, San Diego. Nursing enrollment grant.	236.90	330.00	54.00	625.00		
01-03-10 – 01-05-10, Marjorie Sly, Mosby faculty development conference, San Diego. Nursing enrollment grant.			72.00	580.00		652.00

<b>Date, Name, Purpose, Destination, Account</b>	<b>Transport</b>	<b>Lodging</b>	<b>Meals</b>	<b>Conference Fees</b>	<b>Other</b>	<b>TOTAL</b>
01-03-10 – 01-05-10, Gayle Lanz, Mosby faculty development conference, San Diego. Nursing enrollment grant.	234.60	495.00	72.00	580.00		1525.60
01-03-10 – 01-05-10, Lynn Lee, Mosby faculty development conference, San Diego. Nursing enrollment grant.	254.00	495.00	72.00	580.00		1401.00
01-03-10 – 01-06-10, Bonnie Curry, Mosby faculty development conference, San Diego. Nursing enrollment grant.	278.00	558.00	72.00	580.00		1488.00
01-03-10 – 01-06-10, Elizabeth Sundberg, Mosby faculty development conference, San Diego. Nursing enrollment grant.	278.00		72.00	405.00		755.00
03-19-09, Ed Beyer, Accreditation Institute 2010, Newport Beach. Dept. travel.	127.55			650.00		777.55

**TRAVEL AUTHORIZATION – FIELD TRIPS**

<b>DATE</b>	<b>CLASS &amp; DESCRIPTION</b>	<b>INSTRUCTOR</b>	<b># OF STUDENTS</b>	<b>COST TO DISTRICT</b>
09-24-09	COMM 116, forensics tournament, Pasadena City College.	Harish Rao	8	\$496.23 Speech Comm.
09-25-09	COMM 116, forensics tournament, Pasadena City College.	Harish Rao	8	\$246.23 Speech Comm.
10-08-09	DA 101, tour LPAC.	Cindy Littlefield	25	0
10-09-09 – 10-11-09	PHOT 101, field trip to Bishop.	Lee Bergthold	20	District vehicle
10-10-09	Alpha Iota, beach clean up, Huntington Beach.	Matthew Jaffe	21	0
10-17-09	COMM 116, forensics tournament, Azusa Pacific College.	Harish Rao	7	\$491.39 Speech Comm.
10-17-09	SPAN 101 & 201, Spanish theatre, Los Angeles.	Lucia Pozo	34	0
10-18-09	COMM 116, forensics tournament, Azusa Pacific University.	Harish Rao	7	\$491.39 Speech Comm.
10-22-09	AFAB 115, lectures, Fox Field.	Roger Lynn	20	0
10-22-09	ID 105, lighting plans, Lancaster.	Leslie Baker	22	0
10-22-09	JOUR 121, tour Lancaster Sheriff Station.	Jim Burns	28	0
10-22-09 & 10-24-09	ELEC 120, lighting lab, Lancaster.	Justin Shores	48	0

<b>DATE</b>	<b>CLASS &amp; DESCRIPTION</b>	<b>INSTRUCTOR</b>	<b># OF STUDENTS</b>	<b>COST TO DISTRICT</b>
10-22-09 – 10-25-09	Student leadership, national conference, Los Angeles.	Jill Zimmerman	12	\$12,183.17 ASO
10-23-09 – 10-24-09	JOUR 121, So. Cal. Journalism Assn., Cal. State Fullerton	Jim Burns	9	\$2008 Journ. Aux. account
11-14-09	FTEC 240, burn planning, Wrightwood.	David Kerr	35	0
11-14, 15, 21-09	ENGL 260, cultural enrichment, Getty Villa, Malibu.	M.M. McGuire	15	District vehicle
11-22-09	COMM 116, forensics tournament, CSUN.	Harish Rao	7	\$460.35 Speech Comm.
12-06-09	COMM 116, forensics tournament, Mt. San Antonio College.	Harish Rao	7	\$448.18 Speech Comm.
03-25-09 – 05-28-10	THA 120D, children's theatre group touring local schools.	J. Leighton, M. Branner	20	District vehicle