

SUBMISSION OF GRANT PROPOSALS



September 18, 2012

TO: BOARD OF TRUSTEES
of Valencia College

FROM: SANFORD C. SHUGART
President

RE: SUBMISSION OF GRANT PROPOSALS

RECOMMENDED ACTIONS:

The President recommends that the Board of Trustees of Valencia College approve the submission of grant proposals as presented.

A handwritten signature in black ink that reads "Sanford C. Shugart". The signature is written in a cursive style.

President

GRANT SUBMISSIONS

July/August 2012

GRANT	DESCRIPTION	AMOUNT REQUESTED	MATCH	STATUS
<p>U.S. Department of Education, OVAE, Carl D. Perkins – Additional Funding</p> <p>Florida Department of Education</p> <p>Division of Career and Adult Education</p> <p>Project Director: Nasser Hedayat</p>	<p>The Division of Career and Adult Education received notification on May 2, 2012, from the U. S. Department of Education, Office of Vocational and Adult Education (OVAE), that Florida's Carl D. Perkins 2012-2013 state allocation has been increased. Valencia's allocation is the highest in the state with an additional \$175,379 awarded, bringing the 2012-13 total amount awarded to \$2,363,408. These funds are to be treated as basic grant funds and used during the 2012-2013 fiscal year to support activities, provided such activities are reflected in Valencia College's approved plan. The Project Director, working with the Campus Presidents, determined that high priority equipment needs will be addressed using these additional allocated funds. The submitted budget reflects allocation for software and minor/major equipment for the Career and Workforce Education department and the Entertainment Design and Technology, Film Production Technology, and Digital Media Technology programs. The revised allocation charts reflecting the increased funds for school districts, career and technical centers, and colleges are located on the Division's website: http://www.fdoe.org/workforce/dwdgrants/default.asp.</p>	<p>\$175,379 (Additional Funding awarded for 2012-13)</p>	<p>None</p>	<p>Received</p>

GRANT	DESCRIPTION	AMOUNT REQUESTED	MATCH	STATUS
<p>Undergraduate International Studies and Foreign Languages</p> <p>U.S. Department of Education</p> <p>Project Director: Jennifer Robertson</p>	<p>The project director, Jennifer Robertson, leads the project activities through assistance from a part-time project coordinator (hired through grant funds), and the International Education Steering Committee, as well as the Study Abroad and the Internationalizing the Curriculum Sub-Committees. The proposed project plans to achieve the above project goal through two objectives: 1) Increase collaboration and standardize new study abroad program creation through development of a Program Leader-in-Training mentorship program benefitting the student study abroad experience and learning outcomes; and 2) Create learning opportunities in a global context – both curricular and co-curricular—beyond our study abroad offerings in order to best serve all of the Valencia College student body. Activities planned to achieve the project objectives, and ultimately the project goal, are 1) implementation of a mentorship program for study abroad; 2) increased faculty development in internationalization and intercultural communication; 3) creation of a series of foreign language co-curricular workshops for faculty and students which align with study abroad; and 4) interdisciplinary curriculum development including co-curricular activities with a global focus. Assessment is planned throughout all stages of implementation. The project activities focus on five General Education areas: Communications, Humanities, Mathematics, Science, Social Sciences; and two program areas: Engineering and Business. Development of PLIT program will involve faculty development activities such as conference attendance and training. Kevin Washington/Psychology and Deb Hall/Renewable Energy will pilot this program in Year One, and their involvement will culminate in two short term study abroad trips in Year Two. They will accompany a veteran program leader on a trip in spring 2013 to increase their experience. Two new faculty mentees will pilot the revised PLIT program in Year Two. They will be chosen through an application process, piloted during the project. They will be able to accompany a veteran program leader on a trip in spring 2014 and get approval for their study abroad program idea, but their travel will occur following the project period.</p> <p>The second objective will utilize two consultants leading faculty workshops to enable faculty to create curricular enhancements, co-curricular activities, and modules for 10 courses. Co-curricular activity development is mandatory to curricular enhancements, and will include: foreign language workshops in Spanish, Chinese, and Italian for study abroad pre-departure practice; local travel to regional sites of cultural significance; webcam conversations facilitated by faculty between students and their peers at foreign institutions; bringing an international speaker to campus to present; among other activities possible.</p> <p>Participation by faculty, staff, and administrators will be encouraged through participation on IE Steering Committee, Internationalizing the Curriculum and Study Abroad Sub-Committees, making application to be a Program Leader-in-Training for Year Two, and by attending Internationalizing the Curriculum workshops.</p>	<p>\$218,122</p>	<p>None</p>	<p>Pending notification</p>

GRANT	DESCRIPTION	AMOUNT REQUESTED	MATCH	STATUS
<p>Northrop Grumman Electronic System Contributions Program</p> <p>Project Director: Lisa Macon</p>	<p>This is a reoccurring contribution under the Valencia Foundation. Northrop encouraged us to apply asap due to awards being made on an on-going basis. The application mirrored last year's in terms of support requested. Brief summary below:</p> <p>Valencia has successfully partnered with Northrop Grumman on many initiatives, including the development of a customized training program in Lasers and Electro-Optical Devices, and a Laser and Photonics Academy (dual enrollment program) at Wekiva High School, where students can earn up to 47 college credits by high school graduation. This innovative partnership was fostered by Northrop Grumman, the Central Florida Photonics Consortium, Orange County Public Schools, and the Manufacturers Association of Central Florida to help meet local workforce demand. The Northrop Grumman Electronic System Contributions Program will support the program students:</p> <ol style="list-style-type: none"> 1. To enhance student learning by supplementing lab resources to provide a state-of-the-art learning environment. 2. To enhance the quality of instruction through professional development opportunities designed to provide instructors with current industry knowledge. 3. To support career and academic exploration activities and events for secondary students in laser and photonics. 	<p>\$2,500</p>	<p>None</p>	<p>Pending notification</p>

GRANT	DESCRIPTION	AMOUNT REQUESTED	MATCH	STATUS
<p>National Science Foundation, Scholarships in Science, Technology, Engineering, and Math (S-STEM) grant program</p> <p>Project Director: Ali Notash</p>	<p>The <i>Scholars in Engineering</i> project will provide scholarships and support to low-income, high achieving students entering or enrolled in two targeted programs: the Associate in Science degree in Electronics Engineering Technology or the Associate in Arts degree Pre-Major in Engineering. The project plans to award approximately 60-70 scholarships over the five year grant period, or approximately 30 per year, to students in a cohort. Activities to grow, manage, and support the cohort include: 1) targeted program recruitment to high school students attending a local Photonics Academy or an engineering and technology summer camp in order to attract talented young people already expressing interest in engineering; 2) the provision of intentional, consistent advising that includes support staff members from financial aid and student services; 3) provision of faculty mentors with prescribed mentoring plan; 4) required cohort enrichment activities; and 5) facilitation and support for 2+2 transfer to the College's engineering baccalaureate program. The project proposes the following outcome objectives aligning with the S-STEM program goals.</p> <ol style="list-style-type: none"> 1. Increase the number of full-time students declaring a major in the targeted programs by 3%. 2. Improve fall-to-fall student retention rates for the targeted programs by 5 percentage points. 3. Increase support services provided to students in the targeted programs. 4. Increase targeted program graduation rate by 3 percentage points. 	<p>\$591,835 over five years</p>	<p>None</p>	<p>Pending notification</p>

GRANT	DESCRIPTION	AMOUNT REQUESTED	MATCH	STATUS
<p>Planet Hollywood International</p> <p>Workforce Florida Quick Response Training (QRT)</p> <p>Project Director: Joe Battista</p>	<p>The Quick Response Training Program provides grant funding for customized training to new or expanding businesses. By Florida Statute 288.047(3), as a public postsecondary institution, Valencia serves as fiscal agent for companies located within its service district. Valencia will provide application development and fiscal management services to Planet Hollywood for their QRT grant application. Reimbursement for training costs including instructor wages, curriculum development, and materials is allowable. Planet Hollywood is expanding its international location to Orlando and is hiring 46 high-skill-high-wage administrative positions over a 24 month period with an average hourly wage of \$28.96. Valencia is supporting the company by providing application review and submission and if funded, will provide monthly invoicing service to the company for reimbursement by Workforce Florida. Training will be provided by Planet Hollywood in-house trainers. Valencia's allowable indirect cost (5%) amount for this application is estimated to be \$6,813.</p>	<p>\$143,073</p>	<p>Provided by Company</p>	<p>Pending notification</p>

PROPERTY DELETIONS



September 18, 2012

TO: BOARD OF TRUSTEES
Valencia Community College

FROM: SANFORD C. SHUGART
President

RE: PROPERTY DELETIONS

Surplus, trade-in, obsolete, economically unrepairable, or missing equipment items are periodically deleted from the property records of the College. Equipment which is surplus, obsolete or not economically repairable may be donated to local school systems, non-profit organizations or other governmental entities.

Per Florida Statute 274.02, equipment with a cost or fair market value of \$1,000 or more and a projected useful life of more than one year must be recorded in the financial records as property for inventory purposes. Therefore, original cost reflects the cost of the item at the date of acquisition, or the estimated fair market value at the date received, in the case of gifts.

Equipment is depreciated on a straight-line basis over the following estimated useful lives:

- Computers – three years
- Vehicles, office machines, educational equipment – five years
- Furniture – seven years

Therefore, current book value reflects the net depreciated value (acquisition cost or fair market value less depreciation).

Obsolete

14 assets with an original cost of \$19,557.22 with a current book value of \$0.00

Surplus

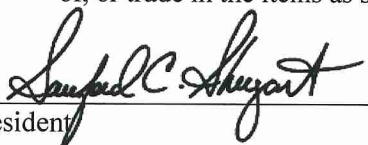
645 assets with an original cost of \$1,021,894.82 with a current book value of \$11,645.31

Economically Unrepairable

15 assets with an original cost of \$36,880.21 with a current book value of \$0.00

RECOMMENDED ACTION:

The President recommends that the Board of Trustees approve the disposition and deletion of equipment from the property records as requested and authorize the College to exchange, dispose of, or trade in the items as surplus property according to Board Policy 6Hx28:06-26.



President

Property Deletion Detail

Tuesday, September 18, 2012

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
Obsolete					
00114737	5/31/1999	98-99	Laserjet Printer, Hewlett Packard, 8100N	\$2,484.00	\$0.00
00118274	6/5/2001	00-01	24 Port 10Mb Switch, Cisco, 1900	\$1,152.60	\$0.00
00118276	6/5/2001	00-01	24 Port 10Mb Switch, Cisco,	\$1,152.60	\$0.00
00118277	6/5/2001	00-01	24 Port 10Mb Switch, Cisco,	\$1,152.60	\$0.00
00118285	6/5/2001	00-01	24 Port 10Mb Switch, Cisco, 1900	\$1,152.60	\$0.00
00118286	6/5/2001	00-01	24 Port 10Mb Switch, Cisco,	\$1,152.60	\$0.00
00118287	6/5/2001	00-01	24 Port 10Mb Switch, Cisco,	\$1,152.60	\$0.00
00118288	6/5/2001	00-01	24 Port 10Mb Switch, Cisco, 1900	\$1,152.60	\$0.00
00118289	6/5/2001	00-01	24 Port 10Mb Switch, Cisco,	\$1,152.60	\$0.00
00203204	5/13/2003	02-03	Projector, Dell, 2100MP	\$1,345.25	\$0.00
00203562	7/22/2003	03-04	Laptop, Dell, C640	\$1,705.14	\$0.00
00210648	4/19/2007	06-07	PC, Dell, 745	\$1,386.85	\$0.00
G00002417	4/26/2001	00-01	Laptop, Dell, 3800	\$2,253.18	\$0.00
G00002538	6/14/2001	00-01	PC, Dell, GX110	\$1,162.00	\$0.00
14 detail records				\$19,557.22	\$0.00
Surplus					
00100626	4/25/1980	79-80	Piano w/bench, Kimball, 6750	\$4,998.77	\$0.00
00101008	9/15/1982	82-83	Bassoon, Signet, Selmer, 131	\$1,147.50	\$0.00
00101013	9/15/1982	82-83	English Horn, Selmer, 106	\$1,400.00	\$0.00
00101018	9/15/1982	82-83	Tuba 4V w/case, Besson, BN226	\$2,000.00	\$0.00
00101037	11/4/1982	82-83	Upright Piano, Baldwin, 243	\$1,900.00	\$0.00
00103756	6/16/1989	88-89	HMI Light, Arriflex, 1.2k, 1200 Par	\$1,306.81	\$0.00
00104083	11/28/1989	89-90	Grand Piano w/ Bench, Sojin,	\$4,995.00	\$0.00
00104889	1/29/1991	90-91	Ballast w 12000 watt Head System #2, Arriflex, 12k	\$14,700.00	\$0.00
00105398	6/27/1991	90-91	Display Board w/ Case, red plastic case, , 350	\$2,000.00	\$0.00
00108731	12/15/1993	93-94	Laser jet Stacker/Input-Output Paper Stand, Hewlett Pack	\$1,099.00	\$0.00
00108905	2/11/1994	93-94	Stereo System, Kenwood, KR794	\$1,109.00	\$0.00
00111632	9/24/1996	96-97	Acute Cardiac Care System, Lifepak, Lifepak II	\$17,881.86	\$0.00
00113710	2/25/1998	97-98	Projector, Epson, ELP5000	\$6,260.27	\$0.00
00113847	3/17/1998	97-98	20" Color TV, Mitsubishi,	\$1,047.50	\$0.00
00114423	12/18/1998	98-99	Laptop, Gateway, SOLO2500SE	\$2,644.00	\$0.00
00114651	4/16/1999	98-99	Ethernet Router w/ @ WIC Slots, Cisco, 2600	\$1,581.18	\$0.00
00115003	9/17/1999	99-00	Laserjet Printer, Hewlett Packard, 5000	\$1,310.52	\$0.00
00115725	2/23/2000	99-00	Optelec viewer, Optelec,	\$1,832.50	\$0.00
00115917	6/20/2000	99-00	Modular Router (AC), Cisco, 3600	\$1,972.00	\$0.00
00115950	6/20/2000	99-00	Catalyst, Cisco, 3584 XL	\$3,566.60	\$0.00
00117448	2/22/2001	00-01	Laptop, Dell, Pentium III	\$2,208.00	\$0.00
00117625	11/14/2000	00-01	Refrigerator/Freezer, U-Line, ULN-C075FSS-00	\$1,200.00	\$0.00
00117802	10/11/2001	01-02	Security System with Cameras, Kalatel, CBR-10CD	\$6,932.00	\$0.00
00117942	3/21/2001	00-01	Catalyst, Cisco, 3524XL	\$2,036.60	\$0.00
00118471	6/19/2001	00-01	Port F Ethernet 1 Port Channelized, ,	\$3,167.00	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00118612	6/19/2001	00-01	Gigabit Ethernet adapter, Sun Microsystems,	\$1,689.00	\$0.00
00118640	6/28/2001	00-01	PC, Dell, GX400	\$1,744.25	\$0.00
00119914	12/11/2001	01-02	PC, Dell, GX240	\$1,367.00	\$0.00
00200338	1/24/2002	01-02	Ikegami camera, Ikegami, HL-DV7W	\$14,880.75	\$0.00
00200339	1/24/2002	01-02	Ikegami camera, Ikegami, HL-DV7W	\$14,880.75	\$0.00
00200586	2/7/2002	01-02	Catalyst, Cisco, 3548	\$3,566.60	\$0.00
00201110	5/2/2002	01-02	Server, Dell, 2550	\$5,734.00	\$0.00
00201292	6/26/2002	01-02	PC, Apple, G4	\$1,491.00	\$0.00
00201536	9/19/2002	02-03	Laptop, Dell, C610	\$2,103.00	\$0.00
00201569	3/27/2003	02-03	Display - 20", Apple, 20"	\$1,169.00	\$0.00
00202282	11/26/2002	02-03	Projector, Dell, 3100MP	\$2,383.00	\$0.00
00202331	12/3/2002	02-03	Handheld Wireless LAN Tester, Waverunner,	\$3,865.00	\$0.00
00202482	1/7/2003	02-03	Laptop, Dell, C640	\$1,858.81	\$0.00
00202684	1/21/2003	02-03	Projector, Proxima, X350	\$2,547.56	\$0.00
00203283	5/28/2003	02-03	PC, Dell, SX260	\$1,176.79	\$0.00
00203706	9/4/2003	03-04	Mic System, Shure, UC124	\$1,511.00	\$0.00
00203980	11/6/2003	03-04	Laptop, Dell, D600	\$1,754.60	\$0.00
00203986	11/6/2003	03-04	PC, Dell, GX270T	\$1,657.00	\$0.00
00203990	11/6/2003	03-04	PC, Dell, GX270T	\$1,657.00	\$0.00
00203991	11/6/2003	03-04	PC, Dell, GX270T	\$1,657.00	\$0.00
00203992	11/6/2003	03-04	PC, Dell, GX270T	\$1,657.00	\$0.00
00204921	6/10/2004	03-04	2 GBIC Ports (Catalyst), Cisco, 3550	\$3,396.60	\$0.00
00204949	6/10/2004	03-04	Laserjet Printer, Hewlett Packard, 3700	\$1,150.00	\$0.00
00205071	6/30/2004	03-04	Catalyst, Cisco, WS-C3550-48-SMI	\$3,341.80	\$0.00
00205403	3/9/2004	03-04	Saxophone, soprano, Yamaha, YSS-475	\$2,095.00	\$0.00
00205708	12/2/2004	04-05	PC-hallway, Dell, GX280	\$1,060.28	\$0.00
00206197	1/20/2005	04-05	Laptop, IBM, EXP T42	\$2,405.61	\$0.00
00206224	11/16/2004	04-05	Projector, Panasonic, PT-L735U	\$2,475.00	\$0.00
00206660	4/12/2005	04-05	PC, Dell, GX280	\$1,451.33	\$0.00
00206693	4/12/2005	04-05	PC, Dell, GX280	\$1,451.33	\$0.00
00206718	4/5/2005	04-05	PC, Dell, GX280	\$1,451.33	\$0.00
00206722	4/5/2005	04-05	PC, Dell, GX280	\$1,451.33	\$0.00
00206984	6/21/2005	04-05	PC, Dell, GX280	\$1,104.52	\$0.00
00206985	6/29/2005	04-05	Laptop, Dell, Latitude X1	\$1,772.31	\$0.00
00207198	6/30/2005	04-05	PC, Dell, GX280	\$1,126.38	\$0.00
00207262	8/16/2005	05-06	PC, Dell, GX280	\$1,398.70	\$0.00
00207264	8/16/2005	05-06	PC, Dell, GX280	\$1,398.70	\$0.00
00207340	9/13/2005	05-06	Server, Dell, PowerEdge 1850	\$3,437.59	\$0.00
00207525	11/29/2005	05-06	PC, Dell, GX520	\$1,105.22	\$0.00
00207539	10/13/2005	05-06	PC, Dell, GX520	\$1,050.00	\$0.00
00207557	10/13/2005	05-06	PC, Dell, GX520	\$1,050.00	\$0.00
00207597	10/13/2005	05-06	PC, Dell, GX520	\$1,050.00	\$0.00
00207794	11/17/2005	05-06	Laptop, Dell, D410	\$1,862.51	\$0.00
00207796	11/17/2005	05-06	Laptop, Dell, D410	\$1,862.51	\$0.00
00207920	12/20/2005	05-06	Laptop, Apple, PBG4	\$2,018.95	\$0.00
00207925	12/15/2005	05-06	Laptop, Dell, D610	\$1,777.97	\$0.00
00208003	1/12/2006	05-06	Laptop, Dell, D610	\$1,777.97	\$0.00
00208124	1/19/2006	05-06	PC, Dell, GX520	\$1,120.23	\$0.00
00208227	2/14/2006	05-06	PC, Dell, GX520	\$1,136.44	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00208257	3/21/2006	05-06	Laptop, Dell, 710	\$2,765.85	\$0.00
00208383	3/21/2006	05-06	Laptop, Dell, D610	\$1,699.27	\$0.00
00208388	3/21/2006	05-06	Laptop, Dell, D610	\$1,699.27	\$0.00
00208513	4/6/2006	05-06	PC, Dell, GX520	\$1,141.97	\$0.00
00208532	4/6/2006	05-06	Laptop, Dell, D610	\$1,691.37	\$0.00
00208533	4/6/2006	05-06	Laptop, Dell, D410	\$2,640.17	\$0.00
00208927	5/24/2006	05-06	Laptop, Dell, D620	\$1,617.26	\$0.00
00209070	6/15/2006	05-06	Laptop, Dell, D620	\$1,602.25	\$0.00
00209088	6/15/2006	05-06	PC, Dell, GX620	\$1,346.58	\$0.00
00209102	5/18/2006	05-06	IDS-M-2 600M - Intrusion Detection System, Cisco, WS-	\$18,596.90	\$0.00
00209106	5/18/2006	05-06	Catalyst 6500 Supervisor 720, Cisco, WS-SUP720-3B	\$17,794.00	\$0.00
00209107	5/18/2006	05-06	Catalyst 6500 Supervisor 720, Cisco, WS-SUP720-3B	\$17,794.00	\$0.00
00209110	5/18/2006	05-06	Switch, Cisco, WS-C3550-48-SMI	\$3,251.90	\$0.00
00209116	5/18/2006	05-06	Power Supply - Catalyst 6500 3000W, Cisco, WS-CAC-	\$1,860.00	\$0.00
00209135	6/27/2006	05-06	Laptop, Dell, D620	\$1,649.65	\$0.00
00209229	6/22/2006	05-06	Laptop, Dell, D620	\$1,444.25	\$0.00
00209283	6/28/2006	05-06	PC, Dell, GX620	\$1,157.77	\$0.00
00209424	9/14/2006	06-07	Laptop, Dell, D620	\$1,530.36	\$0.00
00209440	9/14/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209441	9/14/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209442	9/14/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209444	9/14/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209445	9/14/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209450	9/14/2006	06-07	PC, Dell, GX520	\$1,097.73	\$0.00
00209594	9/12/2006	06-07	Infusion Pump, Baxter Healthcare Corporation, AS50	\$1,982.73	\$0.00
00209630	10/5/2006	06-07	Laptop, Dell, D620	\$1,945.11	\$0.00
00209635	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209636	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209639	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209640	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209641	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209642	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209643	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209645	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209647	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209649	10/19/2006	06-07	PC, Dell, GX620	\$1,141.97	\$0.00
00209655	11/14/2006	06-07	Laptop, Dell, D620	\$1,543.35	\$0.00
00209703	11/9/2006	06-07	Laptop, Dell, D620	\$1,935.19	\$0.00
00209744	11/16/2006	06-07	Laptop, Dell, D620	\$1,763.76	\$0.00
00209750	11/21/2006	06-07	Scanner, Epson, 10000XL	\$2,120.00	\$0.00
00209757	11/21/2006	06-07	Digital Printer/Copier, Panasonic, DP-3530	\$7,589.38	\$0.00
00209811	11/21/2006	06-07	Laptop, Dell, D620	\$1,991.28	\$0.00
00209833	12/5/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00209861	12/5/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00209866	12/5/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00209873	12/5/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00209987	12/20/2006	06-07	PC, Dell, GX620	\$1,285.92	\$0.00
00210051	1/4/2007	06-07	Laptop, Apple, Macbook 13"	\$1,455.00	\$0.00
00210079	1/11/2007	06-07	Copier, Panasonic, DP-3530	\$7,589.38	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00210089	1/11/2007	06-07	Laptop, Dell, D620	\$1,693.45	\$0.00
00210094	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210095	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210096	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210097	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210098	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210099	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210100	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210101	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210102	1/11/2007	06-07	PC, Dell, GX260	\$1,138.79	\$0.00
00210193	2/20/2007	06-07	Laptop, Dell, D620	\$1,751.12	\$0.00
00210215	2/13/2007	06-07	Laptop, Dell, D620	\$2,127.16	\$0.00
00210325	2/27/2007	06-07	PC, Dell, 745	\$1,194.15	\$0.00
00210338	2/27/2007	06-07	PC, Dell, 745	\$1,194.15	\$0.00
00210344	2/27/2007	06-07	PC, Dell, 745	\$1,194.15	\$0.00
00210345	2/27/2007	06-07	PC, Dell, 745	\$1,194.15	\$0.00
00210446	3/27/2007	06-07	PC, Dell, 745	\$1,390.80	\$0.00
00210453	3/27/2007	06-07	PC, Dell, 745	\$1,390.80	\$0.00
00210507	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210509	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210510	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210511	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210512	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210513	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210516	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210518	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210520	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210521	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210523	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210524	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210525	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210526	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210527	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210528	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210531	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210533	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210535	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210536	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210537	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210538	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210539	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210544	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210548	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210549	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210551	3/27/2007	06-07	PC, Dell, 745	\$1,456.40	\$0.00
00210596	4/5/2007	06-07	Laptop, 10-003, Dell, D620	\$1,653.95	\$0.00
00210597	4/5/2007	06-07	Laptop, Dell, D620	\$1,653.95	\$0.00
00210605	4/17/2007	06-07	PC, Dell, 745	\$1,406.60	\$0.00
00210632	4/19/2007	06-07	PC, Dell, 745	\$1,386.85	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00210641	4/19/2007	06-07	PC, Dell, 745	\$1,386.85	\$0.00
00210737	5/1/2007	06-07	PC, Dell, 745	\$1,261.24	\$0.00
00210860	5/29/2007	06-07	PC, Dell, 745	\$1,107.19	\$0.00
00210880	5/29/2007	06-07	PC, Dell, 745	\$1,167.75	\$0.00
00210902	5/29/2007	06-07	PC, Dell, 745	\$1,167.75	\$0.00
00210992	6/14/2007	06-07	Catalyst, Cisco, WS-C3560G-48TS-S	\$4,876.95	\$0.00
00211054	8/16/2007	07-08	Laptop, IBM, Thinkpad X61s	\$2,977.00	\$0.00
00211071	6/30/2007	06-07	PC, Dell, 745	\$1,191.72	\$0.00
00211075	6/30/2007	06-07	PC, Dell, 745	\$1,191.72	\$0.00
00211207	8/1/2007	07-08	Laptop, Dell, D620	\$1,512.54	\$0.00
00211212	8/1/2007	07-08	Laptop, Dell, D620	\$1,512.54	\$0.00
00211317	8/30/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211340	9/4/2007	07-08	PC, Dell, 745	\$1,202.24	\$0.00
00211422	9/25/2007	07-08	Laptop, Dell, D630	\$1,897.20	\$0.00
00211456	10/9/2007	07-08	PC, Dell, 745	\$1,216.90	\$0.00
00211545	10/18/2007	07-08	Laptop, Dell, D630	\$1,626.23	\$0.00
00211549	10/18/2007	07-08	PC, Dell, 745	\$1,192.56	\$0.00
00211579	10/30/2007	07-08	PC, Dell, 755	\$1,204.36	\$0.00
00211626	12/4/2007	07-08	Copier, Panasonic, DP-8035	\$6,935.38	\$1,387.08
00211628	12/4/2007	07-08	Copier, Panasonic, DP-8035	\$6,935.38	\$1,387.08
00211635	11/26/2007	07-08	PC, Dell, 745	\$1,092.18	\$0.00
00211636	11/26/2007	07-08	PC, Dell, 745	\$1,092.18	\$0.00
00211739	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211740	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211741	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211792	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211819	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211824	12/13/2007	07-08	PC, Dell, 745	\$1,056.17	\$0.00
00211831	12/13/2007	07-08	Laptop, Dell, D630	\$1,621.05	\$0.00
00211836	12/13/2007	07-08	PC, Dell, 745	\$1,220.63	\$0.00
00211839	12/13/2007	07-08	PC, Dell, 745	\$1,220.63	\$0.00
00211842	12/13/2007	07-08	PC, Dell, 745	\$1,220.63	\$0.00
00211888	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211889	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211890	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211891	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211892	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211893	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211894	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211895	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211896	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211897	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211898	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211900	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211901	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211902	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211903	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211904	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211905	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00211906	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211907	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211908	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211909	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211910	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211911	1/8/2008	07-08	PC, Dell, 755	\$1,185.92	\$0.00
00211917	1/15/2008	07-08	Catalyst, Cisco, WS-C3560-48TS-S	\$3,330.00	\$0.00
00211921	1/15/2008	07-08	Catalyst, Cisco, 30PWS-C3560-24PS-S	\$2,537.70	\$0.00
00211922	1/15/2008	07-08	Catalyst, Cisco, 30PWS-C3560-24PS-S	\$2,537.70	\$0.00
00212120	1/22/2008	07-08	Laptop, Dell, D630	\$1,408.19	\$0.00
00212129	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212130	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212131	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212133	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212134	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212135	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212136	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212137	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212138	2/7/2008	07-08	PC, Dell, 745	\$1,210.68	\$0.00
00212212	3/25/2008	07-08	Laptop, Dell, M6300	\$4,049.28	\$0.00
00212216	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212217	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212218	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212219	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212220	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212221	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212222	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212223	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212224	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212225	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212226	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212228	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212229	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212230	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212231	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212232	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212233	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212235	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212236	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212237	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212238	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212239	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212240	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212242	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212243	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212244	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212245	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212246	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212247	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212248	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212249	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212250	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212251	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212252	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212253	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212254	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212255	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212256	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212257	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212258	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212259	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212260	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212261	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212262	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212263	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212264	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212265	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212266	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212267	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212268	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212269	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212270	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212271	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212272	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212273	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212274	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212275	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212276	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212277	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212278	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212279	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212280	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212281	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212282	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212283	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212284	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212285	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212286	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212287	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212288	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212289	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212290	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212291	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212292	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212293	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212294	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212295	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212296	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212297	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212298	3/27/2008	07-08	PC, Dell, 755	\$1,272.50	\$0.00
00212366	4/15/2008	07-08	Laptop, Dell, D630	\$1,190.53	\$0.00
00212398	5/6/2008	07-08	Laptop, Dell, XT	\$2,620.20	\$0.00
00212418	5/15/2008	07-08	PC, Dell, 755	\$1,151.03	\$0.00
00212419	5/15/2008	07-08	PC, Dell, 755	\$1,151.03	\$0.00
00212461	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212462	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212463	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212464	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212465	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212466	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212467	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212468	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212469	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212470	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212471	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212472	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212473	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212474	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212475	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212476	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212477	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212478	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212479	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212480	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212481	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212482	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212483	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212484	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212485	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212486	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212487	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212488	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212489	6/26/2008	07-08	PC, Dell, 755	\$1,023.84	\$0.00
00212644	6/12/2008	07-08	PC, Dell, 755	\$1,267.16	\$0.00
00212645	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212646	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212647	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212648	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212649	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212650	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212651	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212652	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212653	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212654	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212655	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212656	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212657	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212658	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212659	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212660	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212661	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212662	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212663	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212665	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212666	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212667	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212668	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212669	6/12/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212713	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212714	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212715	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212716	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212717	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212718	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212719	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212720	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212721	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212722	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212723	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212724	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212725	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212726	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212727	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212728	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212729	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212730	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212731	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212732	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212733	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212734	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212735	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212736	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212737	6/26/2008	07-08	PC, Dell, 755	\$1,058.60	\$0.00
00212740	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212741	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212742	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212743	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212744	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212745	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212746	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212747	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212748	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212749	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212750	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212751	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212752	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212753	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212754	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212755	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212756	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212757	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212758	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212759	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212760	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212761	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212762	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212763	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212764	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212765	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212766	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212767	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212768	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212769	6/17/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212770	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212771	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212772	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212773	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212774	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212775	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212776	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212777	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212779	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212780	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212781	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212782	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212783	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212784	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212785	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212786	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212787	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212788	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212789	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212790	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212791	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212792	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212793	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212794	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212795	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212796	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212797	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212798	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212799	6/24/2008	07-08	PC, Dell, 755	\$1,042.20	\$0.00
00212819	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212820	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212821	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212822	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212823	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212824	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212825	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212826	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212827	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212828	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212830	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212831	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212832	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212833	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212834	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212835	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212836	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212837	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212838	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212839	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212840	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212841	6/30/2008	07-08	PC, Dell, 755	\$1,067.29	\$0.00
00212849	7/29/2008	08-09	Laptop, Dell, D630	\$1,492.31	\$0.00
00212850	7/29/2008	08-09	Laptop, Dell, D630	\$1,492.31	\$0.00
00212881	7/22/2008	08-09	Laptop, Dell, D630	\$1,438.59	\$0.00
00212882	7/29/2008	08-09	PC, Dell, 755	\$1,303.50	\$0.00
00212883	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212884	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212885	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212886	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212887	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212888	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212889	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212890	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212891	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212892	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212893	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212894	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212895	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212896	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212897	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212898	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212899	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212900	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212901	7/29/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212903	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212904	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212905	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212906	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212907	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212908	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212909	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00212910	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212911	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212912	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212913	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212914	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212915	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212916	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212917	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212918	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212919	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212920	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212921	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212922	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212923	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212924	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212925	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212926	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212927	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212928	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212929	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212930	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212931	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212932	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212933	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212934	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212935	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212936	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212937	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212938	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212939	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212940	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212941	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212942	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212943	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212944	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212945	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212946	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212947	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212948	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00212949	7/22/2008	08-09	PC, Dell, 755	\$1,042.20	\$0.00
00213000	7/29/2008	08-09	Laptop, Dell, D630	\$1,360.38	\$0.00
00213001	7/29/2008	08-09	Laptop, Dell, D630	\$1,360.38	\$0.00
00213007	8/14/2008	08-09	Laptop, Apple, Macbook Pro	\$2,838.00	\$0.00
00213043	8/28/2008	08-09	Laptop, Apple, Mac Book	\$2,763.00	\$0.00
00213063	9/2/2008	08-09	Laptop, Dell, D630	\$1,278.48	\$0.00
00213064	9/2/2008	08-09	Laptop, Dell, D630	\$1,278.48	\$0.00
00213192	10/21/2008	08-09	Laptop, Dell, E6400	\$1,589.48	\$0.00
00213199	10/23/2008	08-09	Laptop, Apple, MBP	\$1,799.00	\$0.00
00213267	12/2/2008	08-09	Laptop, Dell, E6400	\$1,173.94	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
00213550	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213551	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213552	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213553	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213554	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213555	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213556	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213557	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213558	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213559	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213560	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213561	1/13/2009	08-09	Laptop, Dell, E6500	\$1,219.35	\$0.00
00213571	3/17/2009	08-09	Laptop, Dell, E6500	\$1,325.17	\$0.00
00213662	4/28/2009	08-09	Laptop, Dell, E6400	\$1,154.36	\$0.00
00213665	4/28/2009	08-09	Laptop, Dell, E6400	\$1,154.36	\$0.00
00213838	4/23/2009	08-09	Catalyst, Cisco, 3560E	\$3,716.90	\$0.00
00214060	6/9/2009	08-09	Copier, Panasonic, DP-8060	\$9,812.79	\$3,925.12
00214087	6/9/2009	08-09	Catalyst, Cisco, WS-C3560E-48TD-S	\$7,436.90	\$0.00
00214308	6/25/2009	08-09	Superloop Network Card, ,	\$2,184.00	\$0.00
00214401	8/11/2009	09-10	Copier, Workio, FG600	\$8,243.41	\$4,946.05
00214816	10/1/2009	09-10	Refrigerator, True Manufacturing Co., 3 Doors	\$2,157.00	\$0.00
G00002457	6/12/2001	00-01	PC, Dell, 1400SC	\$2,111.00	\$0.00
G00002458	6/12/2001	00-01	PC, Dell, 1400SC	\$2,111.00	\$0.00
G00002959	5/30/2002	01-02	MedaSonics Doppler System, Axiom,	\$1,574.00	\$0.00
G00003057	8/19/2002	02-03	Pacemaker Generator, Physio-Control,	\$2,050.00	\$0.00
G00003110	12/12/2002	02-03	Classroom Performance System, Einstruction, 32 Pad	\$2,022.50	\$0.00
G00003191	6/10/2003	02-03	15" Starboard, Hitachi, 15EM	\$1,748.16	\$0.00
G00003196	6/10/2003	02-03	15" Starboard, Hitachi, 15EM	\$1,748.16	\$0.00
G00003231	6/30/2003	02-03	Instructors Desk, ,	\$1,618.20	\$0.00
G00003332	5/25/2004	03-04	Laptop, Dell, Latitude D600	\$1,794.68	\$0.00
G00003355	7/22/2004	04-05	Projector, Eiki, LC XB15	\$1,667.12	\$0.00
G00003554	9/1/2005	05-06	Laptop, IBM, M740	\$1,425.65	\$0.00
645 detail records				\$1,021,894.82	\$11,645.31

Economically Unrepairable

00200901	2/21/2002	01-02	15.1" LDC panel, Boland, D151X1	\$1,555.00	\$0.00
00202058	10/31/2002	02-03	Projector, Proxima, 6860	\$3,950.55	\$0.00
00202821	3/5/2003	02-03	Vbrick, , VB6200	\$10,790.00	\$0.00
00206213	11/16/2004	04-05	Projector, Panasonic, PT-L735U	\$2,475.00	\$0.00
00208555	4/11/2006	05-06	Projector, Panasonic, PTLB30U	\$1,765.00	\$0.00
00210424	3/27/2007	06-07	Laptop, Dell, D620	\$1,626.30	\$0.00
00212491	6/30/2008	07-08	Projector, Panasonic, PT-LB60U	\$1,650.40	\$0.00
00213354	1/13/2009	08-09	Projector, Panasonic, PT-LB60U	\$1,215.19	\$0.00
G00003506	6/30/2005	04-05	Laptop, IBM, R52	\$1,399.00	\$0.00
G00003507	6/30/2005	04-05	Laptop, IBM, R52	\$1,399.00	\$0.00
G00003553	9/1/2005	05-06	Laptop, IBM, M740	\$1,425.65	\$0.00
G00003557	9/1/2005	05-06	Laptop, IBM, M740	\$1,425.65	\$0.00
G00003565	9/1/2005	05-06	PC, Apple, G5	\$3,424.00	\$0.00

VCC Number	Date of Purchase	FY	Description, Make, Model	Original Cost	Book Value
G00003583	9/13/2005	05-06	PC, Dell, GX280	\$1,053.47	\$0.00
G00003738	8/22/2006	06-07	Laptop, Toshiba, M400	\$1,726.00	\$0.00
15 detail records				\$36,880.21	\$0.00
Grand Total	674 detail records			\$1,078,332.25	\$11,645.31

REPORTS

VALENCIA FOUNDATION REPORT

FACULTY COUNCIL REPORT

FALL ENROLLMENT REPORT

INTERNAL AUDITOR REPORT

**Valencia College
Compliance and Auditing Department
Audit Plan 2011-2012**

Financial	Scope	Status
Tuition and Fee Revenue Audit – AY2011	Reconcile tuition and fee revenue to enrollment.	Complete <i>Report No. CA2012-102</i>
Follow Up Reviews		
Florida Auditor General (FLAG) Operational Audit (Report No. 2011-025)	Review audit issues notated within the report to determine the status of corrective measures.	Complete <i>Report No. CA2012-103</i>
Payroll Process (Report No. CA2010-104)	Review audit issues notated within the report to determine the status of corrective measures.	Complete Report No. CA2012-105
Student Activity Expenditures (Report No. CA2010-105)	Review processes in place to account for financial management of student activity funds.	Complete <i>Report No. CA2012-104</i>
Procurement Card System (Report No. CA2010-105)	Review processes in place over the procurement card system.	Complete <i>Report No. CA2012-101</i>
Work Order Process (Report No. CA-2011-111)	Review audit issues notated within the report to determine the status of corrective measures.	**Rollover – FY2012/2013**
FLAG A-133 Audit (Report No. 2011-167)	Review audit issues notated within the report to determine the status of corrective measures.	Complete <i>Report No. CA2012-103</i>
Other Services		
Unannounced Cash Counts	Perform cash counts of selective locations during the year.	Complete
Year-end Bookstore Inventory	Validation of bookstore inventory for financial statement purposes.	Complete
Contingent		
Property Control Process	Review processes in place to safeguard and properly account for furniture, machinery, and equipment.	

Note: Audit plan is subject to change due to unforeseen high risk projects, whistleblower issues or special administrative projects that require internal audit resources.

Valencia College
Compliance and Auditing Department
Follow Up Review – Payroll Process Audit
Report No. CA2012-105
June 2012

Audit Issue No.	Description of Prior Audit Issue	Status	Comments
1	Documented procedures detailing safeguards by the Payroll Services department over non-public personal information was not in place.	Resolved	
2	Occasionally, the Payroll Services department does not receive notification of part-time employee separations from their assigned positions.	In-Progress	Human Resources has developed and implemented a robust supervisor training program, to include termination responsibilities. A schedule is currently being developed of training that will be offered in the coming fiscal year.
3	Incorrect calculations of final payments were made for several employees that separated from the College.	Resolved	
4	Access and update capabilities of some Banner forms given to Payroll personnel provided separation of duties concerns.	Resolved	

Internal Auditor Performance Measurements

Fiscal Year 2011-2012

Performance Measurements	Target Range	How to Collect	When to Measure	Outcomes
1. Substantial completion of audit plan & response to critical issues or inquiries	Minimum of 7 projects completed.	Determine the number of approved audits/projects where all fieldwork has been completed compared to the approved projects in the plan.	Annually in June.	8 of 9 approved projects completed (excluding contingent project)
2. Customer concurrence with reported audit issues	85% to 100%	Obtain the total number of "agreed-upon" reported audit issues and divide by the total number of reported audit issues at year-end.	At the conclusion of the audit, during the exit conference.	100% concurrence with reported audit issues – only one audit from the audit plan disclosed a reportable audit issue
3. Final report turnaround time	Within 30 days of the exit conference	Compare the scheduled exit conference date to the report distribution date.	Annually in June.	All issued reports finalized within 30 days
Development Metrics				
1. Pursuit of an advanced degree in Business Administration	Target Range 2 courses per fiscal period	How to Collect Institutional transcript.	When to Measure Annually in June.	Outcomes 3 MBA program courses completed during FY2012
2. Continuous training in subject matter related to auditing, accounting, fraud, risk, compliance, and ethics	40 CPE hours per fiscal period	CPE certificates detail hours earned.	Annually in June.	53 CPE obtained during FY2012
3. Pursuit of the Certified Fraud Examiner (CFE) designation	Pass a minimum of two parts of the examination within the fiscal period	Official CFE "Pass/Fail" notification.	Annually in June.	CFE designation achieved, passed all four parts.

Internal Auditor Performance Measurements Fiscal Year 2012-2013				
Performance Objectives	Target Range	How to Collect	When to Measure	Outcomes
1. Substantial completion of audit plan & response to critical issues or inquiries	6 to 8 projects of the approved audit plan	Determine the number of approved audits/projects where all fieldwork has been completed by year-end.	Annually in June.	
2. Customer concurrence with engagement report	85% to 100%	Obtain the total number of "approved" engagement reports and divide by the total number of reports issued at year-end.	Annually in June.	
3. Final report turnaround time	Within 30 working days of the issuance of the draft report	The number of days between the initial draft issue date and the date of final response by the Internal Audit Advisory Committee.	Annually in June.	
Development Objectives	Target Range	How to Collect	When to Measure	Outcomes
4. Pursuit of an advanced degree in Business Administration	2 courses per fiscal period	Institutional transcript.	Annually in June.	
5. Continuing professional education (CPE) to fulfill requirements of the Certified Internal Auditor and Certified Fraud Examiner designations	40 CPE hours per fiscal period	CPE certificates detail hours earned.	Annually in June.	
Value Objectives	Target Range	How to Collect	When to Measure	Outcomes
6. Provide quality and value services to internal audit customers	Minimum rating of 3.0 per project on a scale of 1 to 4 1 = poor 2 = fair 3 = good 4 = excellent	Customer satisfaction surveys for audits and advisory request. Summation of ratings divided by the total number of factors.	Annually in June.	

Performance Evaluation
Undria Stalling, Internal Auditor
July 2012 – June 2013

Performance Criteria	Excellent	Good	Neutral	Fair	Poor
1. The internal auditor demonstrates objectivity and the required independence within the institution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The internal auditor effectively communicates with the District Board of Trustees and demonstrates unrestricted access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The internal auditor provides a clear audit plan based on a systematic risk assessment process to include perspectives from Management and the District Board of Trustees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Internal audit projects are completed in a timely manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Internal audit findings/observations are clear.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Internal audit communication is clear and professional.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. The internal auditor is responsive to and meets the needs of the District Board of Trustees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. The internal auditor pursues continuing development and professional growth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments

Valencia College District Board of Trustee

(Printed Name)

(Signature)