

Board of Trustees Agenda Item

Board Meeting Date: June 4, 2012

Title of Item:

Advance of Student Fees to Dr. Samuel Connell, Anthropology Faculty, Foothill College, to Support Archeology Class in Ecuador during Summer Quarter 2012.

Background and Analysis:

The Foothill College Anthropology Department will again be taking students to Latin America in order to provide in-the-field experience in Field Work and Service Learning. This year there will be one group going to Ecuador; students will be taking 12 units of credit. Students will be taking ANTH 8L, ANTH 11, ANTH 11B, ANTH 12, ANTH 36Z.01, or SOSC 36Z.01 for Summer 2012. This Archaeology Field Program is for this summer 2012. Dr. Samuel Connell, has led the same type of trip to Ecuador since 2007 for Foothill and had led these trips (using UCLA classes) for several years previously. He is very experienced in the details of ensuring a successful learning experience for the students.

Students will have the opportunity to take part in a variety of archaeological procedures, and will rotate to different tasks throughout the field sessions. Students will be investigating ancient sites in Ecuador. The group for Ecuador runs from July 2nd –July 28th, 2012. The location of work makes use of the district pro-card or purchase requests impossible for many purchases.

The Board approved this same action last year and the process worked very well. The cash advance will consist entirely of funds already paid to the district as student fees. The student fees go toward room/board and other expenses. Dr. Connell has to purchase numerous items and services on site in Ecuador from vendors and businesses that will not accept credit cards. He will provide receipts to account for all the funds he receives in the advance. He will use the district pro-card whenever possible, but he must purchase items with cash on location in Ecuador. The cash advance is the estimated cost of the items to be purchased with cash in Ecuador. To be sure the funds are in the correct account in Ecuador by June 24 the advance will be done on June 17.

Recommendation: Acting Dean of Business and Social Sciences, Glenn Violet, recommends that the Board approve an advance of \$45,000 to Dr Samuel Connell on June 4, 2012. (Ecuador \$45,000)

Submitted by:	Glenn Violet x7394
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Is backup provided?	No

