

Action/Information Item

Personnel, Evaluation and Nominations Committee

Consideration of Appointments to Advisory Committees

The Committee is asked to consider the enclosed nominations to fill vacancies on the Grant Advisory Committee (GAC).

The following list provides the number of vacancies and nominations for GAC:

K-12 Schools Representative
One Vacancy – One Nomination

- Mr. David Kopperud

California Community Colleges Campus Representative
One Vacancy - Two Nominations

- Ms. Cindy Castillo
- Mr. Michael Copenhaver

Responsible Person(s): Keith Yamanaka
Chief Deputy Director

CALIFORNIA STUDENT AID COMMISSION

APPOINTMENT FOR GRANT ADVISORY COMMITTEE

K-12 SCHOOLS REPRESENTATIVE

One (1) Vacancy – One (1) Nomination

NOMINEE (1 of 1):

David Kopperud
Education Programs Consultant
California Department of Education
1430 N Street
Sacramento, California 95814-5901

Term: 4/16/09 – 4/16/11
Seat: Vacant since 9/06

Background:

Mr. Kopperud's 15 years of experience in the field of education began at the school district level during which time he worked as the Child Welfare and Attendance Administrator and as Director of Personnel and Pupil Services in the Washington USD in West Sacramento.

Beginning in 2001, Mr. Kopperud began working at the California Department of Education as an Education Programs Consultant in the Counseling, Student Support and Service-Learning Office. He serves as a liaison to public school counselors and as a resource for counseling programs and services.

In addition, Mr. Kopperud is the State School Attendance Review Board (SARB) Chairperson, he revised the School Attendance Review Boards Handbook and administers the Model SARB Recognition Program.

Mr. Kopperud previously served as a Grant Advisory Committee member from September, 2004 until September, 2006.



CALIFORNIA
DEPARTMENT OF
EDUCATION

JACK O'CONNELL

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

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2009 MAR -5 PM 12:58

CSAC
EXECUTIVE OFFICE

March 3, 2009

Diana Fuentes-Michel, Executive Director
California Student Aid Commission
P.O. Box 419026
Rancho Cordova, CA 95741-9026

Dear Ms. Fuentes-Michel:

Please let this letter serve as my nomination of David Kopperud, Education Program Consultant for the Learning Support and Partnerships Division at the California Department of Education (CDE) to the Student Aid Commission's Grant Advisory Committee. Mr. Kopperud can be reached at 916-323-1028 or by e-mail at dkopperud@cde.ca.gov.

If you have any questions or require further information regarding this nomination, please contact Michelle Zumot, Appointments Coordinator, Office of the State Superintendent of Public Instruction at 916-323-6920 or mzumot@cde.ca.gov.

Sincerely,

A handwritten signature in black ink that reads "Jack O'Connell".

JACK O'CONNELL

JO:mz

David Kopperud

Objective	As an education programs consultant in the Counseling, Student Support and Service-Learning Office, my primary focus is garnering the support students need to close the achievement gap. Our challenge is to implement support programs that ensure the achievement of our lowest performing students. I act as the liaison to school counselors and other student support personnel in the California public school system.		
Administrative Experience	2001–present	California Dept. of Education	Sacramento, CA
	Education Programs Consultant		
	<ul style="list-style-type: none"> ▪ Chairperson, State School Attendance Review Board (State SARB). ▪ Resource for Counseling Programs and Services. ▪ Provide technical assistance to High Priority Schools. ▪ Revised the <i>School Attendance Review Boards Handbook</i>. ▪ Administer the Model SARB Recognition Program. 		
	1996–2001	Washington USD	West Sacramento, CA
	Director of Personnel & Pupil Services		
	<ul style="list-style-type: none"> ▪ Supervised employees and managed personnel problems. ▪ Supervised all student services. ▪ Managed 504 services and other strategies to provide individual support 		
	1995–1996	Washington USD	West Sacramento, CA
	Child Welfare and Attendance Administrator		
	<ul style="list-style-type: none"> ▪ Managed the student expulsion process. ▪ Managed student transfers and community day school. ▪ Interim Principal for Elkhorn Village Elementary School. 		
	1994–1995	Hemet USD	Hemet, CA
	Child Welfare and Attendance Coordinator		
	<ul style="list-style-type: none"> ▪ Managed the Hemet-San Jacinto School Attendance Review Board ▪ Managed the student expulsion process. ▪ Principal of secondary summer school. 		
Graduate Education	1983–1985	University of San Francisco	San Francisco, CA
	M.A., School of Education.		

Tab 1.a

	<p>Clear Administrative Services Credential 1978-1979 San Diego State University, San Diego, CA Single Teaching Credential: English and Social Science (Life)</p>
Teaching Experience	<p>English and Social Studies Teacher, Hemet USD, 1987-1994 English Department Chair and Teacher, Brawley Union, 1980-1987 Early Outreach Summer Instructor, U.C. San Diego, 1984-1986</p>
Leadership Skills	<p>2002-2004 Presented workshops on improving ADA and on improving attendance for the ACSA Pupil Services and Special Education Symposiums in Monterey.</p> <p>2003 Certificate of Appreciation from the California Association of Supervisors of Child Welfare and Attendance for "Building Relationships for Student Success."</p> <p>2002 CDE Certificate of Achievement for pioneering technical assistance to key schools in California and reflecting favorably on the California Department of Education.</p> <p>1996 Personnel Administrators Academy, Association of California School Administrators.</p> <p>1998 Yolo Charter President, Association of California School Administrators.</p> <p>1997 Certified in Special Education Law: Required Discipline under I.D.E.A. and 504 by the Legal Advisory Group.</p> <p>1997 Yolo County Schools, Excellence for School Safety and Violence Prevention Program.</p> <p>1989 Good Apple Award for Improving School Attendance in the Hemet Unified School District.</p> <p>Experienced in leading a district Personnel Department (employee discipline, credentialing, negotiations, salary schedules, evaluations, recruiting teachers and principals).</p> <p>Experience in managing a district Pupil Personnel Services Department (programs for high-risk youth and special needs students, Safe and Drug Free Schools, Tobacco Use Prevention Education, Section 504 services, school choice and interdistrict transfers, and campus safety).</p>

CALIFORNIA STUDENT AID COMMISSION

APPOINTMENT FOR GRANT ADVISORY COMMITTEE

CALIFORNIA COMMUNITY COLLEGES CAMPUS REPRESENTATIVE

One (1) Vacancy – Two (2) Nominations

NOMINEE (1 of 2):

Cindy Castillo

Director of Financial Aid and Scholarships
De Anza College
21250 Stevens Creek Boulevard
Cupertino, California 95014

Term: 4/16/09 – 4/16/11

Seat: Vacant since 11/08

Background:

Cindy Castillo has worked in financial aid for over 30 years, and has served as Director of Financial Aid at De Anza College for more than 20 years.

Ms. Castillo began her tenure at De Anza College as a Financial Aid Assistant II, and then was promoted to Assistant Director of Financial Aid before she assumed her current role as Director. Ms. Castillo's experience has encompassed all aspects of financial aid, including the application process, eligibility determination, the award process, and funds disbursement. She is currently responsible for planning, coordinating, evaluating, and implementing all financial aid activities.

In addition, Ms. Castillo has many professional affiliations, such as serving as the Region IV Regional Representative for the Chancellor's Office and Secretary of the California Community Colleges Student Financial Aid Administrators Association (CCCSFAAA), participating at CCCSFAAA Conferences in numerous capacities, and has held several positions in the Administrative Management Association at Foothill-De Anza and on De Anza College campus committees.

**CALIFORNIA COMMUNITY COLLEGES
SYSTEM OFFICE**

1102 Q STREET
SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



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EXECUTIVE OFFICE

March 13, 2009

Diana Fuentes-Michel, Executive Director
California Student Aid Commission
10834 International Drive
Rancho Cordova, CA 95670

Dear Executive Director Fuentes-Michel:

I am pleased to nominate Cindy Castillo, Director of Financial Aid at De Anza College in Cupertino, as the California Community Colleges Chancellor's Office (CCCCO) representative to the California Student Aid Commission's (CSAC's) Grant Advisory Committee.

Ms. Castillo is one of California's most experienced and capable financial aid administrators and is viewed by her colleagues as a trusted expert on student financial aid. She is highly regarded for her extensive program knowledge and her efforts to foster and promote excellence in financial aid administration. Cindy brings with her over 30 years experience in student financial aid and has served 20 of those years as Director of Financial Aid at De Anza College. As a an active financial aid administrator and longtime member of CCCSFAAA, she has served in numerous advisory and administrative capacities, including EdFund's Loan Advisory and Enhancement Workgroup, CCCCCO's Financial Aid Technical Advisory Committee, CCCSFAAA's Executive Board and Conference Program Committee, and as a trainer at a number of CCCSFAAA conferences and training events.

I recognize the critical role the Grant Advisory Committee plays in the California Student Aid Commission's consultative process, and I welcome the opportunity to have Ms. Castillo work collaboratively with the Commission and its staff on behalf of the California Community Colleges to better serve the students of California.

Should you have any questions, please contact Linda Michalowski, Vice Chancellor for Student Services and Special Programs at (916) 327-5361 or lmichalo@cccco.edu.

Sincerely,

 A handwritten signature in black ink, appearing to read "Jack Scott".

Jack Scott, Ph.D.
Chancellor

cc: Morgan Lynn, Executive Vice Chancellor

Cindy Castillo
castillocindy@deanza.edu

Work Experience:

7/86 - present

Director of Financial Aid and Scholarships, De Anza College.

Reporting to the Vice President of Student Services, provides students with available government and private funding sources while maintaining a high level of quality and integrity so as not to create institutional liability; and plans, coordinates, evaluates, and implements all financial aid activities to ensure timely evolution of student eligibility and timely distribution of financial assistance to students who otherwise might not be able to attend college. Oversee student personnel and scholarship programs.

7/1984 - 7/1986

Assistant Director of Financial Aid - De Anza College

Oversee the process for determination of eligibility of students to receive financial aid; assist in the determination of eligibility when situations are unusual. Oversee the process of reviewing and processing supporting documentation included in financial aid applications. Coordinate the processing of the award notification letter and denials to applicants. Coordinate the disbursement process and authorize the regular scheduled disbursement of funds.

10/1977 - 7/1984

Financial Aid Assistant II - De Anza College

Under general supervision, assist in administering and supervising financial aid programs. Coordinate a job development and placement process for work-study students. Coordinate and process loan applications, payments, records, files, and adjustments involving programs. Maintain and interpret changes in pertinent Federal laws, policies, procedures, and regulations. Maintain and update status of accounts of students receiving financial assistance. Determine if billing and collections agencies should be contacted in cases of delinquent payments of loans, and provide with pertinent information.

Professional Service:

Served as Region IV Regional Rep for Chancellor's Office several times, CCCSFAAA Secretary one term, worked on one CCCSFAA Conference Committee for programs, volunteered as a presenter and moderator at CCCSFAAA and CASFAA Conferences, worked on joint CCCSFAAA/CASFAA loan committee for FFEL/Direct, have held several positions in Administrative Management Association (AMA) at Foothill-De Anza, currently serving as Foothill-De Anza Banner implementation CORE leader for financial aid, various committees on campus at De Anza College.

Education:

5/1975 San Jose State University, San Jose, California
Bachelor of Arts

CALIFORNIA STUDENT AID COMMISSION

APPOINTMENT FOR GRANT ADVISORY COMMITTEE

CALIFORNIA COMMUNITY COLLEGES CAMPUS REPRESENTATIVE

One (1) Vacancy – Two (2) Nominations

NOMINEE (2 of 2):

Michael Copenhaver
Director of Financial Aid
Grossmont College
2200 Grossmont College Drive
El Cajon, California 92020

Term: 4/16/09 – 4/16/11
Seat: Vacant since 11/08

Background:

Michael Copenhaver is currently serving as the Director of Financial Aid at Grossmont College and has over eighteen years of experience in financial aid.

In his current role, Mr. Copenhaver is responsible for planning, developing, and managing the school's financial aid programs, which includes supervising the information system process for delivery of financial aid funds, advising staff on laws and regulations, and participating in audits. In addition, Mr. Copenhaver's also has experience in supervising and training financial aid staff, conducting and coordinating campus outreach, and counseling students and parents.

Mr. Copenhaver has been involved with a variety of committees at the campus level, and is a member of both the National Association of Student Financial Aid Administrators (NASFAA) and the California Community Colleges Student Financial Aid Administrators Association (CCCSFAAA).

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March 13, 2009

Diana Fuentes-Michel, Executive Director
California Student Aid Commission
10834 International Drive
Rancho Cordova, CA 95670

Dear Executive Director Fuentes-Michel:

I am pleased to nominate Michael Copenhaver, Director of Financial Aid at Grossmont College in El Cajon, as the California Community Colleges Chancellor's Office (CCCCO) representative to the California Student Aid Commission's (CSAC's) Grant Advisory Committee.

Mr. Copenhaver has nearly twenty years of experience in student financial aid, during which he has served in virtually every administrative capacity within the financial aid office. Over the past eight years as a financial aid manager for Grossmont College, Mike not only has served on numerous campus committees, but also at a statewide level as a financial aid advisor to EdFund's Loan Advisory and Enhancement Workgroup, CCCCCO's Financial Aid Technical Advisory Committee and CCCSFAAA's Executive Board. Most recently, he joined the Chancellor's Office in training new California community college financial aid directors from throughout the state.

I recognize the critical role the Grant Advisory Committee plays in the California Student Aid Commission's consultative process, and I welcome the opportunity to have Mr. Copenhaver work collaboratively with the Commission and its staff on behalf of the California Community Colleges to better serve the students of California.

Should you have any questions, please contact Linda Michalowski, Vice Chancellor for Student Services and Special Programs at (916) 327-5361 or lmichalo@cccco.edu.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jack Scott".

Jack Scott, Ph.D.
Chancellor

cc: Morgan Lynn, Executive Vice Chancellor

Michael S. Copenhaver

Grossmont College
8800 Grossmont College Drive
El Cajon, CA 92020

Work Phone: (619) 644-7126
E-mail: michael.copenhaver@gcccd.edu

Summary of Qualifications

- Seventeen (20) years of experience in Student Services working with diverse student populations.
- Exceptional interpersonal skills.
- Extensive experience in the preparation, coordination and implementation of college and district policies and procedures.
- Supervision and training of professional personnel.
- Development, coordination and implementation of outreach and instructional activities and materials.
- Excellent organizational skills and detail oriented.
- Fifteen (18) years of direct Financial Aid experience.
- Ability to quickly analyze and resolve complex problems and maintain program integrity.

Education

Approximately 17 units short of a Bachelor's in Philosophy and Religious Studies, San Diego State University

A.A., General Education
Cuyamaca College, El Cajon, CA, December 1992

High School Diploma
El Capitan High School, Lakeside, CA, June 1988

Work History

Oct. 2005-Present: *Director, Financial Aid, Grossmont College*
Plan, develop and manage diverse financial aid programs, which are funded by and subject to complex federal and state legislative requirements. Prepare federal FISAP application and Program Participation Agreement. Develop and administer departmental budget for the Grossmont College Financial Aid Office.

Interpret and explain federal and state regulations and establish departmental policies and procedures to ensure compliance with federal legislation. Prepare federal and state fiscal reports and maintain required compliance and statistical records.

Maintain program integrity and define and implement program goals.

Michael S. Copenhaver

Oct. 2005-Present: *Director, Financial Aid, Grossmont College*

Supervise the process for delivery of financial aid funds and confer with Information Systems and SIGMA Systems personnel regarding the development and/or enhancement of financial aid data processing and delivery systems and software applications.

Participate and comply with independent, state and federal audits and respond to findings and implement appropriate measures as required.

Act as liaison with other campus departments, colleges and universities and federal and state governing agencies as they relate to the coordination of financial aid programs and activities.

Plan and manage the expenditures for College Work-study, federal and state grants, scholarships and loan funds to equitably distribute financial aid funds and meet institutional needs.

Advise staff on the proper interpretation and application of federal and state laws and regulations governing financial aid policies and procedures. Conduct staff evaluations and analyze overall staff performance.

Organize curriculum and teach the financial aid portion of the Financial Aid/Counseling Workshops and the Financial Aid and Academic Planning courses (PDC 095-Academic/Financial Aid Planning and PDC 299-Achieving Academic Goals).

2000-Oct. 2005: *Financial Aid Supervisor, Grossmont College*

Responsible for supervision and training of entry and professional level staff in order to maintain highest level of student customer service by ensuring the efficient and timely delivery of financial aid funds.

Supervise the maintenance and reconciliation of federal and state financial aid programs. Ensure programs comply with federal, state and institutional requirements.

Audit and reconcile weekly reports on the financial aid eligibility and awards of students. Perform second level reviews of awarding and packaging of financial aid, appeals and student grievances, special circumstances and the correct application of professional judgment to override federal regulations when appropriate.

Oversee and evaluate the academic progress and educational objectives of students in accordance with federal and institutional policies and procedures. Counsel students regarding satisfactory academic progress standards as they relate to a student's continued eligibility for financial aid and recommend alternative educational strategies and services in order to promote academic success.

Conduct and coordinate on and off campus outreach. Act as professional liaison with federal and state agencies, financial institutions, colleges and universities and other college and district departments.

Michael S. Copenhaver

1998-2000: Financial Aid Advisor, Grossmont College

Interview and counsel students and parents concerning special circumstances and complex financial and personal issues. Exercise professional judgment and override federal financial aid regulations and recommend alternative courses of action. Advise students and parents concerning debt management, budget control, expenditures and program requirements.

Review financial aid petitions and appeals independently or in committee to determine continued eligibility for financial aid. Counsel students regarding satisfactory academic progress standards and recommend alternative educational strategies and services. Monitor student satisfactory academic progress and actual disbursement of financial aid awards in order to determine continued student eligibility.

Conduct Workshops for students and parents regarding financial aid programs, applications and eligibility requirements.

Work with complex computer based systems as related to financial aid programs and multi-faceted network software and database management systems.

Award financial aid in accordance with applicable laws, rules and regulations and restrictions. Second review packaging and need analysis of other financial aid personnel as required.

Review, revise and implement the Financial Aid Policies and Procedures Manual.

1997-1998: Interim DSP&S Student Service Specialist, Cuyamaca College

Receive and advise a diverse population of students on the application process for services offered through DSP&S. Process all applications for the program and coordinate the distribution of specific services for which the student was deemed eligible based on the nature of disability.

Direct the workload of hourly tutors and test taking assistants. Act as liaison for students and other intuitional programs and serve as advocate for the student to ensure that Americans with Disabilities Act (ADA) requirements are met.

1994-1997: Financial Aid Technician, Cuyamaca College

Review and analyze applications and required documentation for students in order to determine eligibility for various federal, state and district programs. Verify information reported on each application and supporting documents so that an accurate evaluation can be made.

Package and award applicants for student aid using need analysis in accordance with federal and state laws and regulations.

Interview and counsel students and parents with regard to special circumstances criteria and exercise professional judgment in order to override the results of needs analysis and revise the student's award accordingly.

Michael S. Copenhaver

1990-1994: Financial Aid Clerk, Cuyamaca College

Interview and advise students on availability and procedures involved in applying for scholarships. Process scholarship applications and evaluate student scholarship eligibility. After coordination with scholarship sponsors and in conjunction with District Accounting, process scholarship checks for deposit into appropriate accounts and process disbursement requests for scholarship funds when scholarship requirements have been met.

1992-1993: Interim EOPS Student Service Specialist, Cuyamaca College

Process and evaluate incoming student applications for the program. Under supervision of the EOPS Director, determine student eligibility for EOPS program and services. Using various software programs, meticulously input and track data and student information in compliance with Title IV regulations.

Responsible for the daily supervision of EOPS hourly and work-study employees. Work in conjunction with EOPS Counselors to plan and execute student recruitment and retention into the program.

Languages

I am a native English speaker with experience with Spanish.

Campus and State Governance and Leadership

- Hiring and Selection committees.
- Grossmont College Student Services Council.
- Grossmont College Accreditation Team-Standard II.B.
- Grossmont College Financial Aid Appeals Committee.
- Grossmont-Cuyamaca Community College District Financial Aid Policies and Procedures Development Committee (Co-Chair).
- Grossmont-Cuyamaca Community College District Colleague Student Services Implementation Task Force.
- EdFund California A&E Workgroup.
- California Chancellor's Office Financial Aid Technical Advisory Committee.
- Member, National Association of Student Financial Aid Administrators (NASFAA).
- Member, California Community Colleges Student Financial Aid Administrators Association (CCCSFAAA).

Computer Skills

Knowledge of the following: SIGMA Systems Operational programs, Student Aid Management (SAM), EDConnect, EDEXpress, HP Student Records System, IFAS, Insight, Microsoft Windows '98 & XP Professional, Microsoft Works, Microsoft Word, Microsoft Excel, Microsoft Publisher, Microsoft PowerPoint, Microsoft Outlook, Microsoft FrontPage, WebCT, SARS Grid, ImageNow.

Extensive experience and knowledge of the Internet and web-based financial aid administration sites, such as the National Student Loan and Data System (NSLDS), Information for Financial Aid Professionals (IFAP), Common Origination and Disbursement (COD), Grant Administration and Payment System (GAPS), FISAP online, California Student Aid Commission WebGrants and EdFund.net.

Tab 1.b.2

Experienced with the installation of PC financial aid software and the maintenance of this software, specifically as it relates to financial aid databases and with the compiling, importing and exporting of data between various databases.

Licenses and Certificates

2005-California Community College's Chancellor's Office New Financial Aid Directors Training.

California Student Aid Commission Grant Advisory Committee (GAC)

Commission Liaison: Enrique Murillo

Staff Liaison: Catalina Mistler

Segment	Title	Name	Term	
			Began	Expires
University of California	System Representative	Kate Jeffery	05/24/91	N/A
University of California	Campus Representative	Chris Shultz	02/26/09	02/26/11
University of California	Student Representative	Andrew Grant	09/04/08	09/04/10
California State University	System Representative	Dean Kulju	02/29/08	N/A
California State University	Campus Representative - CHAIR	Susan Gutierrez	02/22/07	11/18/09
California State University	Student Representative	Jammie Jelks	02/26/09	02/26/11
California Community Colleges	System Representative	Tim Bonnel	05/23/06	N/A
California Community Colleges	Campus Representative	Nominees: Cindy Castillo, Michael Copenhagen Former: Marco De La Garza 11/29/06-11/29/08		

**California Student Aid Commission
Grant Advisory Committee (GAC)**

Tab 1.c

Segment	Title	Name	Term	
			Began	Expires
California Community Colleges	Student Representative	Rick Diffenderfer	04/17/08	04/17/10
Independent California Colleges and Universities	System Representative	Lisa Douglass	09/05/07	N/A
Independent California Colleges and Universities	Campus Representative	Catherine Graham	11/29/07	11/29/09
Independent California Colleges and Universities	Student Representative	Barbara Bonardi	03/16/09	03/16/11
Proprietary Institutions	Representative – VICE CHAIR	Mary T. Lindsey	06/27/08	06/27/10
Proprietary Institutions	Representative	Frederick Holland	09/05/07	09/12/09
Proprietary Institutions	Student Representative	Judi Sveen	11/29/07	11/29/09
K-12 Schools	Representative	Sally Pace	11/29/06	11/29/08
K-12 Schools	Representative	Nominee: David Kopperud Former: David Kopperud 09/10/04-09/10-06		
K-12 Schools-High School Counselor	Representative	Sharon Bowles	06/27/08	06/27/10

California Student Aid Commission Grant Advisory Committee (GAC)

Tab 1.c

Segment	Title	Name	Term	
			Began	Expires
California Postsecondary Education Commission (CPEC)	Representative	Adrian Griffin	06/27/08	06/27/10
California Association of Student Financial Aid Administrators (CASFAA)	Executive Council Representative	Coleetta McElroy	04/17/08	04/17/10

SEGMENT	MEMBERS	EXPIRING SOON	VACANCIES	NOMINEES	TOTALS
University of California	3				3
California State University	3				3
California Community Colleges	2		1	2	3
Independent California Colleges and Universities	3				3
Proprietary Institutions	3				3
K-12 Schools	2		1	1	3
California Postsecondary Education Commission (CPEC)	1				1
California Association of Student Financial Aid Administrators (CASFAA)	1				1
TOTALS:	18		2	3	20