



**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES**

MEETING: Only Regular Meeting in January 2022

DATE: Tuesday, January 25, 2022, at 5:30 p.m.

PLACE: Zoom Teleconference

Access to the Board of Trustees meeting is available via the District YouTube channel by clicking on the following livestreaming link and selecting the “LIVE” video option:

<https://www.youtube.com/channel/UCsguBf7ndfQVQ6n0v9hrfiQ>

Welcome to this meeting of the North Orange County Community College District Board of Trustees. Anyone wishing to attend this meeting may do so virtually via the YouTube link listed on the agenda.

Members of the public may address the Board under “Comments: Members of the Audience” at the beginning of the meeting. If you wish to address the Board, please email chancellor@nocccd.edu with “Public Comment” noted in the email subject line to receive a link to the meeting.

The Board of Trustees does not accept written public comments in advance of the meeting and reserves the right to change the order of the agenda items as the need arises.

All Board meetings, excluding closed sessions, shall be electronically recorded.

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Approval of Resolution to Implement Teleconferencing Requirements**
- d. **Comments: Members of the Audience:** The Board respects the rights of members of the public to comment on matters under its jurisdiction. Members of the public may address the Board during teleconference meetings and must comply with the three-minute time limit. The Board does not condone any defamatory accusations or complaints, including remarks which reflect adversely on the political, religious, or economic views, character, or motives of any person. Members of the audience bear the sole legal responsibility for any defamation actions that may be brought as a result of their comments or allegations.
- e. **Consider Non-Personnel block-vote items indicated by [] in Sections 3 & 4**
- f. **Consider Personnel block-vote items indicated by [] in Section 5**
 Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion. An exception to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion and a separate vote.

 Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public by contacting the Chancellor’s Office.
- g. **Chancellor’s Report**
- h. **Comments:**

**Chancellor's Staff
Resource Table Personnel
Members of the Board of Trustees**

2. a. **Approval of Minutes of the Regular Meeting of December 14, 2021.**
- b. **CLOSED SESSION: Per the following sections of the Government Code:**

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Fullerton College President.

Per Section 54956.9(d)(2): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.

Per Section 59338: FINAL DISTRICT DECISION; APPEALS TO LOCAL GOVERNING BOARD.

Per Section 54957(a): THREAT TO PUBLIC SERVICES OR FACILITIES: Consultation with Security Consultant.
3. **FINANCE & FACILITIES**
 - [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
 - b. It is requested that the Board receive and review the annual audits of the District for fiscal year 2020-21.
 - [c] Authorization is requested to declare the list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items.
 - [d] Authorization is requested to establish a pool of architectural firms to provide architectural services for Districtwide projects.
 - [e] Retroactive approval is requested to enter into an agreement with Graduate Communications in the amount of \$126,000, effective December 15, 2021 through January 31, 2022.
 - [f] Authorization is requested to amend the existing contract with Sodexo America LLC to revise the investment amount of \$650,000 to \$1,253,752 and allow the use of campus commission to cover \$121,742 of the cost of the Starbucks.

- [g] It is recommended that the Board approve Deductive Change Order #5 for Project #2016-13, Cypress College Science, Engineering, and Mathematics Building and Veteran's Resource Center/Student Activities Center with Sundt Construction, Inc. in the amount of \$21,203.
- [h] Authorization is requested to file the Notice of Completion for Project #2016-13, Cypress College Science, Engineering, and Mathematics Building and Veteran's Resource Center/Student Activities Center with Sundt Construction, Inc.
- [i] Authorization is requested for an institutional membership to the California Association of School Business Officials, at a cost of \$875 for the remainder of 2021-22 and \$1,750 for 2022-23, for a total initial cost not to exceed \$2,625.
- [j] Authorization is requested for Fullerton College to accept donations to its divisions, departments, and/or programs.
- [k] Authorization is requested for North Orange Continuing Education to accept a donation to its Disability Support Services program.

4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the curriculum changes for Cypress College, to be effective Fall 2022.

5. **HUMAN RESOURCES**

- [a] Request approval of the following items concerning academic personnel:

- New Personnel
- Temporary Reassignment
- Extension of Temporary Management Contract
- Stipend for Additional Administrative Duties
- Payment for Independent Learning Contract
- Leave of Absence
- Temporary Academic Hourly

- [b] Request approval of the following items concerning classified personnel:

- Resignation
- New Personnel
- Rehires
- Change in Salary Step
- Promotion
- Voluntary Changes in Assignment
- Professional Growth & Development
- Stipend for Additional Administrative Duties
- Stipend for Additional Management Duties
- Leaves of Absence

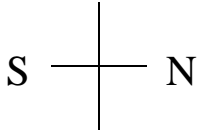
- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.

6. **GENERAL**

- a. It is recommended that the Board adopt the revised Board Policies in Chapter 4.
- b. It is recommended that the Board receive as a first reading the proposed, new AP 3580, Environmental Sustainability.
- c. It is recommended that the Board discuss any potential future agenda items.

It is the intention of the North Orange County Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the North Orange County Community College District will attempt to accommodate you in every reasonable manner. Please contact the Chancellor's Office, at (714) 808-4797, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

Board Room Seating Arrangement



Trustees

Ed Lopez,
Vice President

Jacqueline Rodarte,
President

Evangelina Rosales,
Secretary

Jeffrey P. Brown,
Board Member

Stephen T. Blount,
Board Member

Ryan Bent,
Board Member

Dr. Barbara Dunsheath,
Board Member

Meena Pandian,
Student Member CC

Dr. Byron D. Clift Breland,
Chancellor

Erin Lacorte,
Student Member FC

Alba Recinos,
Recording Secretary

Dash Johnson,
Adjunct Faculty United

Fred Williams, Vice Chancellor
Finance & Facilities

Pamela Spence,
CSEA

Irma Ramos, Vice Chancellor
Human Resources

Christie Diep,
United Faculty

Constituent Groups

Chancellor's Staff

Dr. Cherry Li-Bugg, Vice Chancellor
Educational Services & Technology

Dr. Jennifer Combs,
FC Senate

Valentina Purtell,
President NOCE

Dr. Damon De La Cruz,
CC Senate

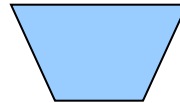
Dr. JoAnna Schilling,
President CC

Jennifer Oo,
NOCE Senate

Dr. Gil Contreras,
Interim President FC

Raine Hambly,
DMA

Kai Stearns,
Public & Governmental Affairs



Audience Seating

Entrance

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE:	January 25, 2022	Resolution	X
SUBJECT:	Resolution No. 21/22-15, Authorizing Remote Teleconference Board Meetings Pursuant to AB 361	Information	
		Enclosure(s)	X

BACKGROUND: In response to the COVID-19 pandemic and the Governor’s Executive Orders modifying the Brown Act, District Board meetings have taken place exclusively via Zoom teleconference with a live broadcast via YouTube livestream since April 2020. In June 2021, the Governor issued a new Executive Order rescinding all prior temporary modifications to the Brown Act effective September 30, 2021.

Assembly Bill 361 was then signed into law and allows for the continuation of remote Board meetings with modified Brown Act requirements when a gubernatorial state of emergency has been issued and remains active. A local agency may determine by majority vote that sufficient risks exist to the health or safety of attendees as a result of the emergency and pass a resolution to that effect. These criteria also permit a local agency to meet remotely in the event that there is a state of emergency declaration while state or local officials have recommended or required measures to promote social distancing. If a local agency passes a resolution by majority vote that meeting in-person during the state of emergency would present imminent risks to the health or safety of attendees, the resolution would permit meeting under the provisions of AB 361 for a maximum period of 30 days.

After 30 days, the local agency would need to renew its resolution if it desires to continue meeting under the modified Brown Act requirements. In order to renew the resolution, a local agency must: 1) reconsider the circumstances of the state of emergency, and 2) determine that the state of emergency continues to directly impact the ability of the members to meet safely in person. AB 361 requires that the renewal of the resolution effecting the transition to the modified Brown Act requirements must be based on findings that the state of emergency declaration remains active, the local agency has thoughtfully reconsidered the circumstances of the state of emergency, and the local agency has either identified A) ongoing, direct impacts to the ability to meet safely in-person or B) active social distancing measures as directed by relevant state or local officials.

In light of California remaining in a state of emergency and the unprecedented increase in COVID cases due to the highly-transmittable nature of the Omicron variant, it is recommended that the Board adopt Resolution No. 21/22-15 to authorize remote Board meetings and public comment requirements pursuant to AB 361 through February 23, 2022. As part of the temporary authorization to conduct remote Board meetings, public comments will be delivered in real time by the individual.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared


vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is in accordance with Board Policy 2310, Regular Meetings of the Board.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 21/22-15 authorizing remote teleconference Board meetings for 30 days pursuant to AB 361.

Byron D. Clift Breland
Recommended by


Approved for Submittal

1.c.2
Item No.

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**



**Resolution No. 21/22-15, Continuing Authority to Hold Virtual Meetings Pursuant
to AB 361 – Open Meetings: State and Local Agencies: Teleconferences**

WHEREAS, on March 4, 2020, pursuant to the California Emergency Services Act and Government Code Section 8625, Governor Gavin Newsom declared a statewide emergency arising from the coronavirus (COVID-19); and

WHEREAS, the aforementioned declaration of emergency has not been rescinded, and, thus, remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act pertaining to teleconferenced meetings; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 which indicated that Executive Order N-29-20's authorization for holding virtual meetings would expire on September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 (Rivas) as urgency legislation effective immediately, which provides that legislative bodies may continue to meet remotely during a declared State of Emergency subject to certain conditions; and

WHEREAS, AB 361 amends the Brown Act (Government Code section 54953) to add the following provision:

(e)(1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

- (A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing. [-OR-]
- (B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees. [-OR-]
- (C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.;

WHEREAS, AB 361 further amends the Brown Act (Government Code section 54953) to add the following provision:

(e)(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.
[-AND-]

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person; [-OR-] (ii) state or local officials continue to impose or recommend measures to promote social distancing.

WHEREAS, according to the Orange County Health Care Agency (OCHCA) COVID-19 data page, as of January 19, 2022 there were 4,261 new daily cases reported and 1,232 current hospitalizations¹;

WHEREAS, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity;

WHEREAS, Orange County currently has the highest community transmission metric of “high”²;

THEREFORE, BE IT RESOLVED that the Governing Board of the North Orange County Community College District hereby makes the following findings:

(1) The Board of Trustees has reconsidered the circumstances of the Governor’s March 4, 2020 declaration of a state of emergency due to the COVID-19 pandemic, and the Board of Trustees finds that the declared state of emergency remains active and continues to directly impact the ability of Board members to meet safely in person.

BE IT FURTHER RESOLVED, that these findings apply to all North Orange County Community College District-related legislative bodies that operate subordinate to the Board of Trustees;

BE IT FURTHER RESOLVED, that based on the findings herein, the Board of Trustees shall hold meetings via teleconference as permitted by Government Code section 54953(e) for the next thirty (30) days from the date of this Resolution;

BE IT FURTHER RESOLVED, that any meetings held via teleconference pursuant to this

¹ OCHCA COVID-19 Case Counts and Testing Figures

² CDC COVID-19 County Check

Resolution shall comply with all requirements of Government Code section 54953(e)(2), including, but not limited to, Government Code section 54953(e)(2)(E), which provides: "The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment."

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption and shall be effective until the earlier of February 23, 2022 or such time the Board of Trustees adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Trustees of the North Orange County Community College District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the following vote of the Board of Trustees of the North Orange County Community College District, County of Orange, State of California on this 25th day of January 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

I, Jacqueline Rodarte, President of the Governing Board of Trustees of the North Orange County Community College District, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
North Orange County College Community College District

I, Evangelina Rosales, Secretary of the Governing Board of Trustees of the North Orange County Community College District, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Governing Board at a regular meeting thereof held on the 25th day of January 2022, by the above-described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Governing Board of Trustees of the North Orange County Community College District this 25th day of January 2022.

Secretary of the Board of Trustees
North Orange County Community College District

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	January 25, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u> X </u>

BACKGROUND: Pursuant to the Purchasing Policy for the North Orange County Community College District, a summary of purchase orders and checks shall be submitted to the Board of Trustees for ratification at the first meeting of the Board following the issuance or prior to issuance where required.

The purchase order numbers P0148364 – P0149324, check numbers C0053326 – C0053389; F0281264 – F0281499; Q0000000 – Q0000000; 88518556 – 88519352; V0000000 – V0000000; 70120032 – 70120199; disbursements E9005140 – E9006183; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are NOCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Bank Mobile disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: Actual costs will be charged to applicable funds as goods and/or services are received.

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0148364 - P0149324 through January 5, 2022, totaling \$4,550,065.23, and check numbers C0053326 – C0053389, totaling \$43,824.40; check numbers F0281264 – F0281499, totaling \$4,504,573.63; check numbers Q0000000 - Q0000000, totaling \$0.00; check numbers 88518556 – 88519352, totaling \$10,353,333.13; check numbers V0000000 - V0000000, totaling \$0.00; check numbers 70120032 – 70120199, totaling \$30,634.25; and disbursements E9005140 – E9006183, totaling \$1,379,209.04 through December 31, 2021.

Fred Williams

Recommended by


Approved for Submittal

3.a.1

Item No.

BOARD RECAP
FOR THE PERIOD OCTOBER 20, 2021 THROUGH JANUARY 5, 2022
BOARD MEETING JANUARY 25, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0148364	Knorr Systems Inc	\$ 29,149.00	Capital Outlay	AC	Labor to Repair Pool Deck at FC Aquatic Center
P0148704	Astro Eclipse	\$ 1,577.00		FC	Window Film and Installation
P0148751	Integrity Electric	\$ 9,815.00	Capital Outlay	AC	Labor and Materials for Installation of New Circuit
P0148752	Total Western Inc	\$ 5,975.00	Capital Outlay	AC	Labor and Materials for Boiler Repairs at FC
P0148798	Hit Labs Inc	\$ 17,321.00		FC	Software Subscription
P0148807	Computer Protection Technology, Inc.	\$ 12,987.47		FC	Battery Replacement
P0148808	CDW Government Inc	\$ 88,279.07		FC	(25) Computers and (25) Computer Monitors
P0148809	CDW Government Inc	\$ 20,687.41		FC	Computer Tablets
P0148810	CDW Government Inc	\$ 1,440.63		FC	Tablet Computers & Accessories
P0148811	A Alvarado Painting	\$ 2,950.00		FC	Painting and Patching Walls
P0148812	Computerland of Silicon Valley	\$ 363.00		FC	Annual Software Subscription Renewal
P0148813	Computer Protection Technology, Inc.	\$ 1,221.99		FC	Data Module Replacement
P0148814	Urnoja Community Education Foundation	\$ 450.00		FC	Student Conference Fees
P0148815	Sodexo Inc and Affiliates	\$ 72,761.34		FC	Catering for Students
P0148816	Community College League of California	\$ 12,120.00		FC	Library Subscriptions
P0148817	Elizabeth Leon	\$ 82.99		CC	Student Fees Reimbursement
P0148818	Jackson Manufacturers Company Inc	\$ 64.65		FC	Library Supplies
P0148819	Fallen Leaf Films	\$ 10,400.00		FC	Independent Contractor for Film Services
P0148820	Integrity Electric	\$ 10,985.00	Capital Outlay	AC	Lighting Repair at FC Bldg 200
P0148821	Sasco Electric	\$ 2,438.00	Capital Outlay	CC	Repair Conduit at Cypress College
P0148822	Censys Technologies Corporation	\$ 95,368.95		FC	Drone Equipment
P0148823	Orange County Air Conditioning	\$ 15,000.00		FC	Blanket Order for HVAC repairs
P0148824	Weidemann Water Conditioners	\$ 337.80		FC	Salt for Water Softener Machine
P0148825	Pearson VUE	\$ 35.00		FC	Student Assessment Tests
P0148826	Haworth Inc	\$ 1,126.64		FC	Chair
P0148827	Sodexo Inc and Affiliates	\$ 1,970.48		FC	Catering for Student Event
P0148828	Newleaf California LLC	\$ 3,150.00		FC	Guest Speaker Agreement
P0148829	B & H Photo Video Inc	\$ 2,000.00		CC	Blanket Order for Instructional Supplies
P0148830	Linde Gas & Equipment Inc	\$ 1,000.00		FC	Blanket Order for Instructional Supplies
P0148831	eLearning Innovation LLC	\$ 37,800.00		NOCE	Software
P0148832	Klein Educational Systems LLC	\$ 9,158.69		FC	Training Equipment
P0148833	National Council for Marketing and Public Relations	\$ 405.00		NOCE	Award Entry Fees
P0148834	Kanopy Inc	\$ 5,000.00		FC	License Fee for Film Streaming
P0148835	Journalism Assoc of Community Colleges	\$ 700.00		FC	Institutional Membership
P0148836	Amazon Business	\$ 121.95		NOCE	Instructional Supplies
P0148837	Fullerton Ford	\$ 47,327.84		FC	Maintenance Vehicle
P0148838	Amazon Business	\$ 107.74		NOCE	Pathways of Hope Supplies
P0148839	Buddy's All Stars, Inc.	\$ 9,101.10		FC	Athletic Supplies
P0148840	Community College League of California	\$ 71,246.00		CC	Library Subscription Renewals
P0148841	Advantage Mailing, LLC	\$ 796.52		CC	Printing Services
P0148842	NMK Corporation	\$ 741.88	Bond	AC	Network Cabling Equipment
P0148843	Sidepath Inc	\$ 31,316.47		CC	(20) Laptops
P0148844	North Orange County Chamber	\$ 2,500.00		AC	Economic Forecast Event Fee
P0148845	Computerland of Silicon Valley	\$ 24.75		AC	Software
P0148846	Alta Vista Country Club	\$ 700.00		FC	Golf Course Rental Fees
P0148847	Amazon Business	\$ 522.53		CC	Network Supplies

**BOARD RECAP
FOR THE PERIOD OCTOBER 20, 2021 THROUGH JANUARY 5, 2022
BOARD MEETING JANUARY 25, 2022**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0148848	David Jacobsen	\$ 558.39	FC	FC	Reimbursement - Instructional Supplies
P0148850	Morrow Meadows Corp	\$ 3,090.00	Capital Outlay	NOCE	Labor and Materials to Install New Cable
P0148851	Scantron Corporation	\$ 1,193.73		NOCE	Maintenance Agreement for Scantron Machines
P0148852	Total Western Inc	\$ 17,650.00	Capital Outlay	AC	Labor and Materials to Install Steam Venting at FC
P0148853	Signature Flooring Inc	\$ 11,902.00	Capital Outlay	AC	Labor and Material to Install New Flooring at FC
P0148854	Thomson West	\$ 597.72	FC	FC	Software
P0148855	Critical Structures Inc	\$ 6,500.00	Bond	AC	FC - Instructional Bldg. Structural Engineering
P0148856	IPA Source LLC	\$ 390.00		FC	Institutional Subscription
P0148857	Guitar Center Inc	\$ 3,000.00		FC	Blanket Order for Offsite Instrument Repairs
P0148858	Sir Speedy	\$ 313.30		CC	Programs for the Dance Department
P0148870	Glas-Col LLC	\$ 5,090.24		CC	Instructional Supplies
P0148871	Owl Labs Inc	\$ 10,376.76		CC	Virtual Meeting Hardware
P0148872	iT1 Source LLC	\$ 80,135.95		NOCE	(72) Laptops
P0148873	Xvoucher	\$ 1,500.00		CC	Software
P0148874	Nth Generation Computing Inc	\$ 7,077.50		AC	Software Support Renewal
P0148875	Nth Generation Computing Inc	\$ 6,472.00		AC	Software Support Renewal
P0148876	Nth Generation Computing Inc	\$ 264.00		AC	Hardware Warranty Renewal
P0148877	Nth Generation Computing Inc	\$ 906.00		AC	Software Support Renewal
P0148878	Nth Generation Computing Inc	\$ 778.00		AC	Software Support Renewal
P0148879	Nth Generation Computing Inc	\$ 3,342.00		AC	Software Support Renewal
P0148880	Nth Generation Computing Inc	\$ 4,530.00		AC	Software Support Renewal
P0148881	Amazon Business	\$ 592.38		FC	Instructional Supplies
P0148882	Scantron Corporation	\$ 189.41		CC	Scantron Forms
P0148883	Patrick Branstetter	\$ 4,500.00		FC	Blanket Order for Piano Tuning Services
P0148884	Vital Inspection Services Inc	\$ 1,262.80		FC	Inspector for the FC Auto shop alignment lift rack
P0148885	NMK Corporation	\$ 936.78		FC	(6) Phones
P0148886	Fastspring	\$ 918.50		CC	Software
P0148887	Toshiba Business Solutions	\$ 23.14		CC	Maintenance Agreement for Copier
P0148888	Knowledge Saves Lives, Inc.	\$ 295.00		NOCE	Campus Safety Online Training
P0148889	NAFSA: Association of International Educators	\$ 305.00		CC	Software License
P0148890	Mobile Screen Service	\$ 1,568.33		FC	Building Supplies
P0148891	Science Take-Out LLC	\$ 3,931.12		CC	Instructional Supplies
P0148892	Instant Signs Cypress LLC	\$ 719.38		CC	Sign Installation
P0148893	ChargePoint Inc	\$ 1,974.00		FC	Cloud Software Renewal
P0148894	Sasco Electric	\$ 1,045.00		CC	Labor and Materials for Installation of Cables
P0148895	Refrigeration Supplies Distributor	\$ 1,400.00		CC	Blanket Order for Instructional Supplies
P0148896	Student Insurance	\$ 138.60		FC	Software
P0148897	B & H Photo Video Inc	\$ 2,000.00		CC	Blanket Order for Instructional Supplies
P0148898	South Coast Toyota	\$ 75,518.97		CC	Vehicles for the Automotive Department
P0148899	Doing Good Works	\$ 359.39		FC	Marketing Materials
P0148900	Mass Interact Inc	\$ 34,675.00		CC	Independent Contractor for Marketing Services
P0148901	Substance Media Inc	\$ 9,764.31	Capital Outlay	CC	Video Production of Grand Opening for CC SEM & VRC Bldgs.
P0148902	Olanrewaju Akinsiku	\$ 2,500.00		CC	Guest Speaker for Paralegal Studies
P0148903	Camayak LTD	\$ 1,300.00		FC	Subscription Renewal
P0148904	Toshiba Business Solutions	\$ 242.44		CC	Copier Staples
P0148905	Economic Modeling LLC	\$ 12,150.00		CC	Software Subscription

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0148906	Cengage Learning Inc	\$ 7,200.00	FC	FC	Software Subscription
P0148907	Examity Inc	\$ 150.00	FC	FC	Remote Assessments for Students
P0148908	Jeanette Jones	\$ 755.95	CC	CC	Reimbursement for Instructional Supplies
P0148909	Sasco Electric	\$ 6,770.00	CC	CC	Outdoor Storage Locker Installation
P0148910	CDW Government Inc	\$ 3,632.73	FC	FC	(6) iPad Tablets & Accessories
P0148911	SoCal Pump and Vacuum	\$ 4,529.00	FC	FC	Equipment Repair
P0148912	Technopro CS Inc	\$ 9,845.00	CC	CC	Software Subscription
P0148913	CMI	\$ 1,794.00	FC	FC	Student Registration Fees
P0148914	Lynette Young	\$ 269.15	CC	CC	Reimbursement for Theatre Tickets
P0148915	4imprint Inc	\$ 15,535.89	CC	CC	Promotional Supplies
P0148916	CEO Leadership Alliance OC	\$ 85,000.00	CC	CC	Independent Contractor for Marketing Services
P0148918	GST	\$ 63,055.33	FC	FC	Video conference equipment
P0148919	Tableau Software LLC	\$ 34,560.00	AC	AC	Software License Renewal
P0148920	Unity Technologies SF	\$ 53,776.00	CC	CC	Software Subscription
P0148922	Home Science Tools	\$ 2,019.10	CC	CC	Instructional Supplies
P0148923	Sasco Electric	\$ 675.00	CC	CC	Network Cabling Installation
P0148924	Pacific Parking Systems Inc	\$ 25,606.60	Capital Outlay	AC	Parking Permit Machines for FC
P0148925	David Evans and Associates Inc	\$ 34,100.00	Capital Outlay	AC	Parking Lots Survey for ADA Path at FC
P0148926	Science Take-Out LLC	\$ 898.96	CC	CC	Instructional Supplies
P0148927	Rodriguez Engineering Inc	\$ 14,000.00	Capital Outlay	AC	Structural Feasibility Analysis FC Bldg 500
P0148928	Amazon Business	\$ 112.06	CC	CC	Instructional Supplies
P0148929	Alix Plum	\$ 1,790.00	FC	FC	Reimbursement for Field Trip Fees
P0148930	Cosco Fire Protection Inc.	\$ 60,095.00	Capital Outlay	AC	Replacement of Existing Floor Control Valves at AC
P0148931	Cauvel & Dacey P C	\$ 40,000.00	Capital Outlay	AC	Legal Fees Related to Capital Outlay Projects
P0148932	Knorr Systems Inc	\$ 1,335.39	CC	CC	Pool Equipment
P0148934	NMK Corporation	\$ 5,539.44	FC	FC	Software Licenses
P0148935	Sasco Electric	\$ 5,360.00	FC	FC	Labor and Materials for Data Cable Installation
P0148936	Home Depot	\$ 1,000.00	CC	CC	Blanket Order for Hardware Supplies
P0148937	Allied Path Consulting LLC	\$ 19,250.00	CC	CC	Independent Contractor for Coaching Sessions
P0148938	Allied Path Consulting LLC	\$ 12,500.00	CC	CC	Independent Contractor for Virtual Training Events
P0148939	Sweetwater Sound Inc	\$ 1,055.80	CC	CC	Instructional Materials
P0148940	Cone Instruments LLC	\$ 1,029.98	CC	CC	Instructional Materials
P0148941	EAB Global Inc	\$ 64,835.00	FC	FC	Software Subscription
P0148942	B & H Photo Video Inc	\$ 481.29	FC	FC	Instructional Supplies
P0148943	Home Depot	\$ 1,000.00	CC	CC	Blanket Order for Hardware Supplies
P0148944	Allison Mechanical Inc	\$ 4,500.00	AC	AC	Replacement of Exhaust Fan
P0148945	CSI Fullmer	\$ 14,227.70	CC	CC	Furniture for the Career Planning Department
P0148946	Amazon Business	\$ 861.57	CC	CC	Office Supplies
P0148947	Ann Marie Ruelas	\$ 261.78	CC	CC	Reimbursement for Holiday Event Food
P0148948	Ana Camino	\$ 236.80	CC	CC	Student Fees Reimbursement
P0148949	Anthony Babson	\$ 130.00	CC	CC	Reimbursement for Student Fees
P0148950	Amazon Business	\$ 281.49	FC	FC	Instructional Materials
P0148951	South Coast Higher Education Council	\$ 50.00	FC	FC	Institutional Membership
P0148952	Bio Corporation	\$ 5,432.10	CC	CC	Instructional Supplies
P0148953	Nasco Modesto	\$ 1,905.04	CC	CC	Instructional Supplies
P0148954	Haworth Inc	\$ 1,079.14	CC	CC	Office Chair

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0148956	Infobase Publishing	\$ 375.00	FC	FC	Software License Fee
P0148957	Techsmith Corporation	\$ 37.49	FC	FC	Software License
P0148960	Henry Schein Inc	\$ 850.13	CC	CC	Instructional Materials
P0148961	Sim Barhoum	\$ 1,750.00	AC	AC	Speaker - Inclusive Assessments & Measurements
P0148963	CSI Fullmer	\$ 22,732.65	Capital Outlay	CC	Furniture for CC SEM Bldg
P0148965	CDW Government Inc	\$ 1,961.04	FC	FC	Printer
P0148966	iT1 Source LLC	\$ 1,991.92	NOCE	NOCE	Laptop
P0148967	NMK Corporation	\$ 1,959.65	FC	FC	(13) Phones
P0148968	Amazon Business	\$ 2,206.19	FC	FC	Instructional Supplies
P0148969	American Type Culture Collection	\$ 3,258.58	FC	FC	Instructional Supplies
P0148970	Rino Products Corporation	\$ 2,000.00	CC	CC	Blanket Order for Equipment Service & Repair
P0148971	American Association for Paralegal Education	\$ 495.00	FC	FC	Institutional Membership
P0148972	Hispanic Ass of Colleges & Univ	\$ 10,170.00	AC	AC	Institutional Membership
P0148973	So Cal Embroidery LLC	\$ 2,381.87	CC	CC	Mentor Program Sweaters
P0148974	Gemini Bioproducts LLC	\$ 57,083.98	FC	FC	Instructional Equipment & Supplies
P0148976	Sanz Construction Inc	\$ 10,680.00	CC	CC	Concrete Removal & Replacement
P0148977	Creative Resources Consulting	\$ 6,029.10	FC	FC	Independent Contractor for Reimaging Services
P0148985	Grace Training Supply Inc	\$ 14,313.51	CC	CC	Instructional Materials
P0148986	American College Health Association	\$ 430.00	CC	CC	Institutional Membership
P0148987	Amazon Business	\$ 266.23	FC	FC	Instructional Supplies
P0148988	Society for Advancement of Chicanos	\$ 2,500.00	CC	CC	STEM Digital Conference Registration
P0148989	CLIA Laboratory Program	\$ 240.00	CC	CC	Laboratory User Fees
P0148990	Sodexo Inc and Affiliates	\$ 155.00	FC	FC	Catering for Umoja Movie Night
P0148991	Transportation Charter Services Inc	\$ 1,114.00	FC	FC	Transportation for the PE Department
P0148992	Amazon Business	\$ 1,375.75	CC	CC	Instructional Materials
P0148993	Amazon Business	\$ 1,341.17	CC	CC	Instructional Supplies
P0148994	Amazon Business	\$ 363.62	FC	FC	Instructional Materials
P0148995	AES	\$ 550.00	FC	FC	Blanket Order for Instructional Supplies
P0148996	Community College League of California	\$ 29,457.00	CC	CC	Software Subscription Fee
P0148997	Inbox Graphx	\$ 1,616.25	FC	FC	Canopy with Tablecloth
P0148998	South Coast Higher Education Council	\$ 50.00	CC	CC	Institutional Membership
P0149002	MACS Worldwide	\$ 140.00	FC	FC	Institutional Membership
P0149003	Vital Link Orange County	\$ 9,900.00	AC	AC	Independent Contractor for Support Services
P0149004	Niche.com Inc	\$ 14,990.00	CC	CC	Software
P0149010	Jack Rubin & Sons Inc	\$ 317.87	FC	FC	Hardware Supplies
P0149011	AutoNation Toyota Cerritos	\$ 50,033.76	CC	CC	Vehicles for the Automotive Department
P0149012	GST	\$ 414.42	CC	CC	Printer
P0149013	Figure 53 LLC	\$ 6,474.00	CC	CC	(26) Software Site Licenses
P0149014	Computerland of Silicon Valley	\$ 8,657.14	CC	CC	Cloud Computing Service
P0149015	National Association of Hispanic Journalists	\$ 35.00	CC	CC	Institutional Membership
P0149016	25th Hour Communications Inc	\$ 5,400.00	CC	CC	Media Distribution Fees
P0149017	Weston & Associates Mechanical Engineers Inc	\$ 46,000.00	CC	CC	Architectural and Engineering Svcs CC Health Center
P0149018	The Denny Mfg Co Inc	\$ 9,366.28	FC	FC	Instructional Photography Equipment
P0149019	Ross Stores Inc	\$ 6,000.00	FC	FC	Student Gift Cards
P0149020	CDW Government Inc	\$ 36,883.37	FC	FC	(20) Computers
P0149021	Show Sage LLC	\$ 13,145.00	CC	CC	Software

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149022	Bio-Key International Inc	\$ 10,000.00	AC	AC	Software License Annual Renewal
P0149023	GST	\$ 42,721.48	FC	FC	Microphones
P0149024	CollegeSource Inc	\$ 7,792.98	FC	FC	Software License Renewal
P0149025	Amazon Business	\$ 594.52	CC	CC	Instructional Supplies
P0149026	VWR Funding Inc	\$ 2,513.59	CC	CC	Instructional Supplies
P0149027	Fisher Scientific Co LLC	\$ 3,922.44	CC	CC	Instructional Supplies
P0149028	Carolina Biological Supply Co	\$ 1,424.38	CC	CC	Instructional Supplies
P0149029	Amazon Business	\$ 94.86	FC	FC	Instructional Supplies
P0149040	Cal Pro Specialties	\$ 674.52	NOCE	NOCE	Office Supplies
P0149041	Mikes Custom Flooring Inc	\$ 2,257.61	AC	AC	Elevator Flooring Replacement
P0149042	Sasco Electric	\$ 5,115.00	NOCE	NOCE	Labor and Materials for Installation of Data Lines
P0149043	Computerland of Silicon Valley	\$ 4,107.86	CC	CC	Cloud Software Services Invoice
P0149044	CSI Fullmer	\$ 19,358.97	CC	CC	Furniture for Admissions and Records
P0149045	Hoang C Dinh	\$ 280.00	CC	CC	Student Fees Reimbursement
P0149046	Indiana University	\$ 675.00	FC	FC	Institutional Membership
P0149047	VWR Funding Inc	\$ 80.04	CC	CC	Instructional Supplies
P0149048	MetroMedia, Inc.	\$ 795.00	CC	CC	Advertising Fees
P0149049	NMK Corporation	\$ 490.85	Bond	AC	Ethernet Patch Cable for FC
P0149050	ACCO Engineered Systems Inc	\$ 13,148.00	Capital Outlay	AC	Maintenance Agreement for HVAC Equipment
P0149051	VWR Funding Inc	\$ 1,409.37	FC	FC	Instructional Supplies
P0149052	VCA Engineers Inc	\$ 63,000.00	Bond	AC	Engineering Services Water Intrusion Limits @ AC
P0149053	Rodriguez Engineering Inc	\$ 12,000.00	Capital Outlay	AC	Engineering Services for AC Property Line Fencing
P0149054	ACCO Engineered Systems Inc	\$ 7,788.00	Capital Outlay	AC	Refrigerant Removal at FC Mini Plant Chillers
P0149055	Orange County Air Conditioning	\$ 11,590.00	Capital Outlay	AC	Replacement of Fan Motor at FC Bldg 700
P0149056	Signature Flooring Inc	\$ 1,760.00	Capital Outlay	AC	Carpet Repairs at FC Bldg 500
P0149057	A Alvarado Painting	\$ 14,700.00	Capital Outlay	AC	Labor and Materials to Patch Holes, Repair Ceiling
P0149058	Division of the State Architect	\$ 3,921.10	Capital Outlay	AC	DSA FC Student Service Center Building
P0149059	McWil Sports Surfaces Inc	\$ 35,830.00	Capital Outlay	AC	Dance Floor Replacement
P0149060	PBK-WLC Architects	\$ 60,000.00	Bond	AC	Engineering Services for Various Small Projects at Anaheim Campus
P0149061	US Bank	\$ 800.00	Bond	AC	2014 General Obligation Bonds Cost
P0149062	National Council for Marketing and Public Relations	\$ 336.70	AC	AC	Paragon Marketing Entries 2021
P0149063	Amazon Business	\$ 1,975.53	CC	CC	Instructional Supplies
P0149064	Hillyard	\$ 10,000.00	CC	CC	Blanket Order for Custodial Supplies
P0149065	D3 Sports Inc	\$ 328.06	FC	FC	Athletic Clothing
P0149068	Stater Bros Markets - A CA Corp	\$ 49,889.00	NOCE	NOCE	Emergency Food Assistance Gift Cards
P0149070	Mohawk Lifts LLC	\$ 55,708.76	CC	CC	Automotive Equipment
P0149071	MaxKnowledge Inc	\$ 3,129.00	FC	FC	Subscription Renewal
P0149072	Auto Zone Stores Inc	\$ 1,000.00	FC	FC	Blanket Order for Automotive Supplies
P0149073	B & H Photo Video Inc	\$ 347.33	FC	FC	Laptop Cases
P0149074	Coast Arbor	\$ 14,400.00	AC	AC	Campus Maintenance Service
P0149075	Owl Labs Inc	\$ 2,152.85	AC	AC	Video Conferencing Camera
P0149076	Henry Schein Practice Solutions Inc	\$ 7,492.00	CC	CC	Annual Software Renewal
P0149077	Displays2Go	\$ 434.75	FC	FC	Mailbox
P0149078	CDW Government Inc	\$ 5,434.64	AC	AC	Instructional Equipment
P0149079	Display	\$ 9,090.00	CC	CC	Moving Services for Artwork
P0149080	VWR Funding Inc	\$ 2,508.89	FC	FC	Instructional Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149081	Fisher Scientific Co LLC	\$ 3,536.29	FC	FC	Instructional Lab Equipment
P0149082	Orange County Crating	\$ 1,509.00	FC	FC	Shipping Services
P0149083	Wolverine Fence Company Inc	\$ 17,500.00	CC	CC	Cypress College Baseball Field Improvements
P0149084	Sigma-Aldrich Inc	\$ 5,998.71	FC	FC	Instructional Supplies
P0149085	BSN Sports LLC	\$ 2,282.46	FC	FC	Athletic Clothing
P0149086	American River College	\$ 275.00	FC	FC	Student Event Registration Fees
P0149087	CDW Government Inc	\$ 1,612.96	AC	AC	Printing Supplies
P0149088	VCA Engineers Inc	\$ 31,000.00	Capital Outlay	AC	Topographic Survey at AC ADA Transition Plan
P0149089	Fisher Scientific Co LLC	\$ 30,282.92	FC	FC	Instructional Equipment and Supplies
P0149090	Controlled Key Systems	\$ 183.75	FC	FC	Equipment Calibration Service
P0149091	ASCAP	\$ 5,179.27	FC	FC	Music License Fee
P0149092	iT1 Source LLC	\$ 2,423.57	NOCE	NOCE	Office Supplies
P0149093	B & H Photo Video Inc	\$ 4,954.63	FC	FC	Instructional Equipment
P0149094	Amazon Business	\$ 235.25	CC	CC	Instructional Materials
P0149095	Economic Modeling LLC	\$ 39,000.00	FC	FC	Software Subscription
P0149096	B & H Photo Video Inc	\$ 798.88	FC	FC	Instructional Supplies
P0149098	Sasco Electric	\$ 5,480.00	FC	FC	Security Camera Wiring Service
P0149099	Sasco Electric	\$ 12,725.00	FC	FC	Labor and Materials for Installation of Data Lines
P0149100	Ollivier Corporation	\$ 6,827.70	FC	FC	Security Camera Installation
P0149101	Nowlin Fence Inc	\$ 16,642.00	CC	CC	Gate Track Replacement
P0149102	Sodexo Inc and Affiliates	\$ 85,303.99	FC	FC	Catering for Students
P0149103	Scantron Corporation	\$ 140.99	CC	CC	Instructional Materials
P0149104	Delta Biologicals	\$ 9,660.68	FC	FC	Instructional Materials
P0149105	CDW Government Inc	\$ 14,567.35	AC	AC	Computer Equipment
P0149106	Amazon Business	\$ 322.18	FC	FC	Office Supplies
P0149107	Amazon Business	\$ 98.03	FC	FC	Office Supplies
P0149111	O'Connor Construction Management Inc	\$ 14,131.00	Capital Outlay	AC	Cost Estimate Services for FC Sherbeck Field Improvement project
P0149112	Integrity Electric	\$ 44,350.00	Capital Outlay	AC	Electrical Circuits
P0149113	BSN Sports LLC	\$ 1,616.25	FC	FC	Athletic Clothing
P0149114	Synergy Sports Technology LLC	\$ 1,800.00	FC	FC	Website Subscription Renewal
P0149115	Controlled Key Systems	\$ 1,629.18	NOCE	NOCE	Security Maintenance and Supplies
P0149116	Carlos Gardels	\$ 100.00	FC	FC	Guest Performer for the FC Music Department.
P0149117	Dominic Cheli	\$ 100.00	FC	FC	Guest Performer for FC Music Department
P0149118	Stephen Pierce	\$ 200.00	FC	FC	Guest Speaker for FC Music Department
P0149119	PYT Sports Inc	\$ 604.07	FC	FC	Replacement Baseball Helmet Rack
P0149120	National Collegiate Honors Council	\$ 650.00	CC	CC	Institutional Membership
P0149121	SBW Pools Inc	\$ 500.00	Bond	AC	Moving Nozzle Location of Fountain @ FC
P0149122	Amazon Business	\$ 37.89	NOCE	NOCE	Instructional Supplies
P0149123	Amazon Business	\$ 108.80	CC	CC	Instructional Supplies
P0149124	Marla McBride	\$ 638.00	CC	CC	Reimbursement - Subscription
P0149125	Amazon Business	\$ 1,310.96	NOCE	NOCE	Instructional Materials
P0149126	GST	\$ 3,205.02	CC	CC	(3) Scanners
P0149127	Environmental Systems Research Institute Inc	\$ 767.24	CC	CC	Software Subscription
P0149128	Sasco Electric	\$ 21,970.00	FC	FC	Data Cabling Installation
P0149129	Pearson VUE	\$ 1,200.00	CC	CC	Online Tests
P0149130	American Society of Health System Pharmacists	\$ 2,900.00	NOCE	NOCE	Accreditation Annual Fee

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149131	Pocket Nurse Enterprises Inc	\$ 58.13		NOCE	Instructional Supplies
P0149144	Sodexo Inc and Affiliates	\$ 1,679.29		FC	Catering for FC Veterans Resource Center Events
P0149145	Vintage King Audio Inc	\$ 131.99		FC	Music Recording Studio Supplies
P0149146	Computer Comforts Inc	\$ 15,314.60		FC	Classroom Furniture
P0149147	Galaxy Graphics	\$ 1,774.51		FC	Instructional Materials
P0149148	CSI Fullmer	\$ 37,138.96		FC	Student Support Services Furniture
P0149149	Monarch Link	\$ 600.00		FC	Membership
P0149150	National Council for Marketing and Public Relations	\$ 180.00		FC	2021 Paragon Awards Advertising Fees
P0149151	Environmental Management Technologies	\$ 6,199.28		CC	Removal of Hazardous Waste Lab Chemicals
P0149152	LinkedIn Corporation	\$ 67,000.00		NOCE	Software
P0149153	Exarnity Inc	\$ 200.00		FC	Remote Assessments for Students
P0149154	Amanda Murphy	\$ 73.03		FC	CARE Auto Maintenance Reimbursement
P0149155	Nicholas Hamer	\$ 6,000.00		CC	Student Handbooks
P0149156	Graduate Communications	\$ 50,000.00		CC	Independent Contractor for Marketing Services
P0149157	Oncore Consulting, LLC.	\$ 0.70		CC	Smog Inspection Fee
P0149158	Rossi Automotive Equipment Corp	\$ 2,478.14		CC	Automotive supplies, Automotive Supplies
P0149159	Blackhawk Networks Inc	\$ 3,016.50		CC	Student Gift Cards
P0149160	Dust Collector Services, Inc.	\$ 11,250.00		CC	Electrical Installation
P0149161	Marx Bros Fire Extinguisher Co Inc	\$ 1,260.00		AC	Fire Inspection Services
P0149162	GST	\$ 302.24		CC	Printer
P0149163	Executive Environmental Services Corporation	\$ 485.00		AC	Mold Investigation Services
P0149164	Orange County Air Conditioning	\$ 2,655.00		AC	Air Fan Motor Replacement
P0149165	Morgan Beck	\$ 160.16		NOCE	Reimbursement for Domain Renewals
P0149167	NMK Corporation	\$ 4,900.00		FC	Professional Services for ACT Director Transition
P0149168	Wenger Corp	\$ 169,334.85	Bond	AC	Sound Lock and Sound Isolation for CC Fine Art B/A: 4/27/21
P0149169	Clean Air America Inc	\$ 1,138.83		CC	Automotive Air Filters
P0149170	Markus Burger	\$ 735.00		FC	Reimbursement for Instructional Supplies
P0149171	iT1 Source LLC	\$ 2,692.30		NOCE	Laptop & Computer Monitor
P0149172	Terra Universal Inc	\$ 2,929.32		NOCE	Instructional Equipment and Supplies
P0149173	Nais Inc	\$ 40.00		FC	Subscription Renewal
P0149174	Pocket Nurse Enterprises Inc	\$ 2,664.63		SCE	Instructional Materials
P0149175	Co-Nghiep Ho	\$ 1,072.71		FC	Reimbursement for Computer Supplies
P0149176	eLumen Inc	\$ 16,000.00		CC	Consultation Services
P0149177	NMK Corporation	\$ 3,135.73		FC	Network Equipment
P0149178	NMK Corporation	\$ 1,880.24		FC	Network Equipment
P0149179	CDW Government Inc	\$ 2,343.95		FC	Printers
P0149180	Tennis Warehouse	\$ 2,608.21		FC	Athletic Clothing
P0149181	Buehler Engineering Inc	\$ 3,000.00		CC	Blanket Order for Consultation Onsite Services
P0149182	Toshiba Business Solutions	\$ 100.00		FC	Relocation of Copier
P0149183	Pacific Parking Systems Inc	\$ 14,640.00		FC	Maintenance Agreement for Parking Meters
P0149185	Toshiba Business Solutions	\$ 924.50		FC	Maintenance Agreement for Copier
P0149186	Medical Device Depot Inc	\$ 120.12		NOCE	Instructional Materials, Instructional Materials
P0149187	1st California Notary Services	\$ 632.56		NOCE	Instructional Materials
P0149188	Janet Cagley	\$ 2,722.28		NOCE	Reimbursement - Online Courses
P0149189	Sodexo Inc and Affiliates	\$ 749.39		FC	Catering for EOPS/CARE Event
P0149190	Markus Burger	\$ 494.58		FC	Reimbursement for Instructional Supplies

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P0149191	VMock Inc	\$ 12,000.00	FC	FC	Software Subscription
P0149192	Sodexo Inc and Affiliates	\$ 128.14	FC	FC	Catering for Counseling Department Event
P0149193	Sweetwater Sound Inc	\$ 3,402.64	CC	CC	Music Equipment
P0149194	Buddy's All Stars, Inc.	\$ 7,721.67	FC	FC	Athletic Clothing
P0149195	Amazon Business	\$ 23.68	CC	CC	Instructional Supplies
P0149196	Advanced Technologies Consultants	\$ 90,175.08	FC	FC	Instructional Equipment
P0149197	BSN Sports LLC	\$ 210.15	FC	FC	Athletic Supplies
P0149198	B&K Electric Wholesale	\$ 111.76	CC	CC	Instructional Materials
P0149203	Alexander Brown	\$ 650.00	FC	FC	Reimbursement for Recruitment Fair Fees
P0149204	4imprint Inc	\$ 3,438.96	CC	CC	Promotional Supplies
P0149205	Sir Speedy	\$ 1,500.00	CC	CC	Blanket Order for Printing Services
P0149206	Buddy's All Stars, Inc.	\$ 1,499.13	FC	FC	Athletic Supplies
P0149207	BSN Sports LLC	\$ 462.45	FC	FC	Athletic Clothing
P0149208	Thomson West	\$ 597.72	FC	FC	Subscription Renewal
P0149209	Concord Theatricals Corp	\$ 2,738.94	CC	CC	Performance rights fees for, Performance Rights Fees
P0149210	Dramatists Play Service Inc	\$ 1,350.00	CC	CC	Performance Rights Fees
P0149211	CSI Fullmer	\$ 22,743.31	CC	CC	VPI Office Furniture and Installation
P0149212	NexusEdge Education Inc	\$ 10,250.00	CC	CC	Software Licenses, Student Software Licenses Business Courses
P0149213	Art Supply Warehouse	\$ 600.00	CC	CC	Blanket Order for Art Supplies
P0149214	Ganahl Lumber Co	\$ 5,000.00	FC	FC	Blanket Order for Lumber Supplies
P0149215	Phi Theta Kappa Internat'l Honor Society	\$ 1,700.00	FC	FC	Honors Memberships
P0149217	Airgas-West Inc	\$ 2,000.00	CC	CC	Blanket Order for Culinary Supplies
P0149218	GST	\$ 7,137.19	CC	CC	Printer & Scanners
P0149219	iT1 Source LLC	\$ 28,588.87	NOCE	NOCE	(25) Laptops
P0149220	Nearpod Inc	\$ 1,250.00	CC	CC	Site Licenses
P0149221	Intelligits LLC	\$ 1,381.00	CC	CC	Cloud Security Software
P0149222	RF MacDonald	\$ 6,000.00	CC	CC	Blanket Order for Boiler Repairs
P0149223	Radiant Floor Systems Inc	\$ 2,115.37	FC	FC	Facility Equipment
P0149224	The Lab Depot	\$ 2,950.74	NOCE	NOCE	Instructional Materials
P0149225	Anser Advisory Management LLC	\$ 15,000.00	Capital Outlay	AC	FC Campus Wide Services for Solar PV & Battery Storage
P0149226	Division of the State Architect	\$ 1,680.67	Capital Outlay	AC	DSA Fee for FC Underground Utilities Tunnel Repair
P0149227	Division of the State Architect	\$ 1,530.00	Capital Outlay	AC	DSA Anaheim Fencing Project
P0149228	ATIXA	\$ 698.25	NOCE	NOCE	Rationale Writing Workshop
P0149229	Markus Burger	\$ 240.00	FC	FC	Reimbursement for Student Software
P0149230	Valsoft Corporation Inc	\$ 2,225.00	NOCE	NOCE	Software Support
P0149231	CI Solutions	\$ 1,470.00	AC	AC	ID Badge Software Maintenance
P0149232	Internet2	\$ 4,629.20	Capital Outlay	AC	Software Subscription
P0149233	Orange County Fire Protection	\$ 441.00	Capital Outlay	AC	Hydrant Flow Test for FC M&O Project
P0149233	Orange County Fire Protection	\$ 459.00	Bond	AC	Hydrant Flow Test for FC M&O Project
P0149234	Orange County Air Conditioning	\$ 8,750.00	Capital Outlay	AC	Replacement of VFD fir Chiller at Wilshire Bldg
P0149235	Fascella Finishes Inc	\$ 9,995.00	Capital Outlay	AC	Removed and Replacement of Countertop at FC
P0149236	Totalplan, Inc	\$ 3,450.00	Capital Outlay	AC	Relocation FC VCR to Bldg 1900
P0149237	Graduate Communications	\$ 50,000.00	CC	CC	Independent Contractor for Advertising Services
P0149238	Time Shaver Tools Inc	\$ 13,032.67	CC	CC	Custom Vacuum System
P0149239	CDW Government Inc	\$ 1,814.40	FC	FC	Software
P0149240	Michael Moore	\$ 75.00	FC	FC	Reimbursement for Membership Fees

BOARD RECAP
FOR THE PERIOD OCTOBER 20, 2021 THROUGH JANUARY 5, 2022
BOARD MEETING JANUARY 25, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149241	Oaktree Products Inc	\$ 300.77	FC	FC	Face Masks
P0149242	The Chronicle of Higher Education Inc	\$ 278.01	FC	FC	Textbooks
P0149243	Integrity Electric	\$ 5,058.00	FC	FC	Electrical Upgrades
P0149244	Capsa Healthcare	\$ 7,837.62	NOCE	NOCE	Instructional Equipment
P0149245	Smart & Final	\$ 5,000.00	FC	FC	Blanket Order for Instructional Supplies
P0149246	BSN Sports LLC	\$ 679.00	FC	FC	Athletic Clothing
P0149247	Michelle Williams	\$ 950.00	FC	FC	Referee Agreement, Guest referee agreement for
P0149248	Joseph Blunt	\$ 700.00	FC	FC	Guest Performer Umoja Program Event
P0149249	Transportation Charter Services Inc	\$ 5,028.00	FC	FC	Transportation for Physical Education Department.
P0149250	Weldon Williams and Lick	\$ 1,500.00	CC	CC	Blanket Order for Theatre Tickets
P0149251	Industrial Metal Supply Co	\$ 300.00	CC	CC	Blanket Order for Instructional Supplies
P0149252	Rio Grande	\$ 600.00	CC	CC	Blanket Order for Instructional Supplies
P0149253	Access	\$ 2,500.00	AC	AC	Blanket Order for Shredding Service
P0149254	Psomas	\$ 7,000.00	AC	AC	FC Utility Master Plan Consulting Services
P0149255	Bio Rad Laboratories	\$ 389.65	CC	CC	Instructional Materials
P0149256	Western Graphics Plus	\$ 3,568.80	CC	CC	Instructional Materials
P0149257	Top Notch Screen Printing	\$ 1,780.03	FC	FC	Athletic Clothing
P0149258	Cone Instruments LLC	\$ 58.13	CC	CC	Shipping Cost Only
P0149260	UWorld, LLC	\$ 1,404.00	CC	CC	Online Instructional Materials
P0149261	Economic Modeling LLC	\$ 38,760.00	NOCE	NOCE	Software Licensing
P0149262	Uline Inc	\$ 778.95	NOCE	NOCE	Instructional Materials
P0149263	Virginia Wiernucki	\$ 217.37	FC	FC	CARE Auto Maintenance Reimbursement
P0149264	Hardinge Inc	\$ 2,405.05	FC	FC	Instructional Supplies
P0149265	Vital Link Orange County	\$ 20,250.00	CC	CC	Independent Contractor for Educational Services
P0149266	Computer Comforts Inc	\$ 43,693.87	FC	FC	Workstations for Students
P0149267	VRAR Association	\$ 1,800.00	FC	FC	Institutional Membership
P0149268	Jennifer Rockett	\$ 200.00	FC	FC	Guest Performer for the Umoja Program
P0149269	B & H Photo Video Inc	\$ 337.47	FC	FC	Audio Mixer
P0149270	BCT Entertainment	\$ 4,641.59	CC	CC	Instructional Supplies
P0149271	BSN Sports LLC	\$ 3,417.63	FC	FC	Athletic Clothing
P0149272	Sasco Electric	\$ 1,745.00	NOCE	NOCE	Labor and Materials to Install Data Lines @ Wilshire
P0149273	Hu-Friedly Mfg Co LLC	\$ 62,831.43	CC	CC	Instructional Equipment
P0149274	New England Biolabs	\$ 1,405.06	CC	CC	Instructional Materials
P0149275	H&F Environmental LLC	\$ 2,955.00	AC	AC	Hazardous Materials Mitigation & Monitoring at FC
P0149276	Chefs Toys - Accusharp	\$ 6,759.14	CC	CC	Culinary Equipment
P0149277	Sesac Inc	\$ 824.23	CC	CC	Music Performance License Fee
P0149278	US Bank	\$ 450,762.29	AC	AC	SERP - Mgmt, CSEA & Confid)B/A:10/12/21
P0149279	University of Nebraska	\$ 30.00	FC	FC	Debate Entry Fees
P0149292	Henry Schein Inc	\$ 5,000.00	CC	CC	Blanket Order for Instructional Materials
P0149293	Benco Dental Supply Co	\$ 3,000.00	CC	CC	Blanket Order for Supplies and Materials
P0149294	Airgas-West Inc	\$ 5,000.00	CC	CC	Blanket Order for Instructional Materials
P0149295	Carol Henke	\$ 92.21	FC	FC	Reimbursement for Instructional Supplies
P0149296	JB Bostick Company Inc	\$ 500.00	AC	AC	Equipment Removal & Replacement
P0149297	Republic Manufacturing	\$ 5,644.13	CC	CC	Dental Hygiene Equipment
P0149298	County of Orange	\$ 457.00	CC	CC	Medical Waste Invoice
P0149299	Community College League of California	\$ 41,969.00	FC	FC	Library Subscription Fee

BOARD RECAP
FOR THE PERIOD OCTOBER 20, 2021 THROUGH JANUARY 5, 2022
BOARD MEETING JANUARY 25, 2022

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0149300	Sprout Social Inc	\$ 11,826.60		FC	Software Subscription
P0149301	Fisher Scientific Co LLC	\$ 1,064.78		CC	Instructional Materials
P0149302	Avanos Medical Sales LLC	\$ 468.51		NOCE	Instructional Materials
P0149303	Jessica Hartung	\$ 8,500.00		CC	Guest Speaker for Spring Event
P0149304	Environmental Management Technologies	\$ 2,781.03		FC	Removal Hazardous Waste
P0149305	Sterilization Assurance Service	\$ 1,161.38		CC	Instructional Materials
P0149306	4imprint Inc	\$ 1,008.07		CC	Custom Blankets
P0149307	TJX Incentive Sales Inc	\$ 5,580.00		FC	Student Gift Cards
P0149308	Cookies by Design Long Beach	\$ 209.95		CC	Holiday Cookie Decorating Kits
P0149309	Amazon Business	\$ 1,465.88		CC	Instructional Materials
P0149310	Strata Information Group	\$ 12,000.00		CC	Consulting Services for the Counseling Office
P0149311	Amazon Business	\$ 2,397.35		CC	Instructional Materials
P0149312	Amazon Business	\$ 26.71		CC	Instructional Materials
P0149313	Ollivier Corporation	\$ 3,720.62	Bond	AC	ADA Door Rewire at Fullerton College
P0149314	Phoenix Group Information Systems	\$ 3,698.50		FC	Bluetooth Printers
P0149315	DynTek Services Inc	\$ 33,000.00		FC	Installation and configuration for remote server
P0149316	Sodexo Inc and Affiliates	\$ 57,252.28		FC	Catering for Students During Covid 19 Pandemic
P0149317	Paul Grossman	\$ 3,000.00		CC	Guest Speaker for Flex Day 2022 Event
P0149318	MyTy Inc	\$ 440.00		CC	Student Lunches
P0149319	Amazon Business	\$ 58.19		FC	Office Supplies
P0149320	Print & Finishing Solutions	\$ 23,881.75		FC	Printing Equipment
P0149321	Home Depot	\$ 278.20		CC	Instructional Materials
P0149322	Umoja Community Education Foundation	\$ 500.00		CC	Student Conference Registration Fees
P0149324	Amazon Business	\$ 1,251.89		FC	Instructional Materials

\$ 4,550,065.23

Approved by: _____
 Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: January 25, 2022

SUBJECT: Review of Annual Audits – FY 2020-2021

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: Pursuant to §84040 of the Education Code and in accordance with §59104 of Title 5 of the California Code of Regulations, the Board of Trustees is required to provide for and review the annual audit of all funds, books, and accounts of the District in accordance with regulations of the Board of Governors.

The District followed the provisions of Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements and Management Discussion and Analysis for State and Local Governments, and Statement No. 35, Basic Financial Statements and Management Discussion and Analysis of Public Colleges and Universities, and related amendments, following the Business Type Activity (BTA) model. This model provides a comprehensive view of the District, combining the funds of the District under the full accrual basis of accounting. In addition, the District has provided the required management discussion and analysis that outlines the financial highlights and explains, in narrative form, the financial information contained in the basic financial statements.

The audit also included an examination for compliance with laws and regulations as described in the California Community Colleges Contracted District Audit Manual.

Summary of Auditor’s Results

Criteria	Results/Response
<i>Financial Statements</i>	
Type of auditor’s report issued	Unmodified
Internal Control over financial reporting	
Material weaknesses identified?	No
Significant deficiencies identified?	None reported
Noncompliance material to financial statements noted?	No
<i>Federal Awards</i>	
Internal control over major Federal programs	
Material weaknesses identified?	No
Significant deficiencies identified?	Yes
Type of auditor’s report issued on compliance for major Federal programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Section 200.516(a) of the Uniform Guidance?	Yes
<i>State Awards</i>	
Type of auditor’s report issued on compliance for State programs	Unmodified

3.b.1

Audit Standards: The financial and compliance audit was done in accordance with generally accepted auditing standards and standards applicable to Financial Audits contained in Government Auditing Standards issued by the Comptroller General of the United States; Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), issued by the U.S. Office of Management and Budget; and standards issued by the California Community Colleges Chancellor's Office. The District received an unmodified ("clean") opinion on the audit, which means that the financial data was fairly stated, in all material respects, in accordance with generally accepted accounting principles.

Internal Control: In conjunction with each financial and compliance audit of a community college district, the auditor conducts a study and evaluation of the community college district's system of internal accounting control and the systems established to ensure compliance with laws and regulations affecting the receipt and expenditure of state, federal, and local funds.

The audit included such testing as needed to generate the auditor's report on the study and evaluation of internal accounting control (including a description of material weaknesses) and systems established to ensure compliance with applicable laws and regulations. The audit noted no material weaknesses over either financial reporting or major federal programs.

Compliance: In addition to the auditor's reports and fiscal information presented in basic financial reviews, annual audits are required to report compliance aspects of significant state and federal programs. The audit noted no incidents of material weaknesses for either financial reporting or major federal programs. However, there was an instance of noncompliance, which resulted in a significant deficiency finding, with reporting for CARES Act that is discussed below.

Findings: A significant deficiency was noted for compliance with the CARES Act grant reporting at Cypress College. College management has addressed this issue and the District has provided a response to the finding on the steps that have been implemented to ensure future compliance. This instance of noncompliance was identified during the prior year's audit procedures and was addressed at that time. All subsequent reports have been submitted in compliance with the requirements of the HEERF program guidelines.

Other Audits

Other audits were performed on organizations closely associated with the District. The following other reports are also being submitted for review:

- Proposition 39 Financial and Performance Audits
- Other Post-Employment Benefits (OPEB) Trust Audit. A separate auditor, Nigro & Nigro, was engaged to perform the external audit of the OPEB trust. This audit is the first external audit of the NOCCCD OPEB trust and is not required by regulations.

The reports for the North Orange County Community College Foundation Audit and Cypress College Foundation Audit are being finalized and will be separately submitted at a later time.

There will be no report for the Fullerton College Foundation for the fiscal year ended 6/30/2021. During 2020-21, Fullerton College reinstated the Friends of Fullerton College Foundation and hired a new director. The prior foundation is being dissolved and transfer of the prior foundation's assets and operations has commenced.

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6400, Audits.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is requested that the Board receive and review the annual audits of the District for fiscal year 2020-2021.

Fred Williams

Recommended by


Approved for Submittal

3.b.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: January 25, 2022

SUBJECT: Surplus and Obsolete Supplies and Equipment

Action	<u> X </u>
Resolution	<u> </u>
Information	<u> </u>
Enclosure(s)	<u> X </u>

BACKGROUND: Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes, is deemed to be unsatisfactory or not suitable for school use, or if it is being disposed of for the purposes of replacement. The attached list of surplus items has exceeded their useful life and are no longer suitable for the District. Other campuses were made aware of the surplus items and were given the opportunity to view and request various surplus equipment prior to Board approval. In the past, local high schools were made aware of the surplus items but these attempts received no response. In this instance, local high schools were not notified because the District deemed that these items would not be of use to them.

The Liquidation Company will conduct an auction for the sale of the attached list of surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

This agenda item was submitted by Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy? This item is submitted in accordance with Board Policy 6550, Disposal of District Personal Property.

FUNDING SOURCE AND FINANCIAL IMPACT: Proceeds from the sale of surplus items will be deposited into the General Fund.

RECOMMENDATION: Authorization is requested to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Fred Williams

Recommended by


Approved for Submittal

3.c.1

Item No.

SURPLUS ITEMS

Qty.	Description	Location
7	Book Shelves	FC
183	Chairs	FC
1	Computer Table	FC
1	Credenza	FC
12	Desks	FC
5	File Cabinets	FC
2	Magazine Racks	FC
7	OS Tables	FC
14	Overhang Shelves	FC
3	Round Tables	FC
1	Storage Cabinet	FC
11	Student Desk Sleds	FC
1063	Tab Arm Chairs	FC
16	Under Desk Cabinets	FC

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
Resolution
Information
Enclosure(s)

DATE: January 25, 2022

SUBJECT: RFQ #2122-11, Request for Qualifications
(RFQ) for Architectural Services for
Districtwide Projects

BACKGROUND: In October 2021, the District issued a request for qualifications (RFQ) for architectural services for Districtwide projects. The RFQ's aim was to pre-qualify firms that demonstrate the highest level of experience and capability to provide architectural services. The selected firms will comprise the pool of architectural firms to provide architectural services for Districtwide projects and replace the previous pool approved on November 7, 2017.

The District received proposals from 23 firms. Twenty-one (21) firms were selected to be part of the architectural pool. The two (2) firms that were not selected did not meet the prerequisites. The 21 selected firms are as follows:

1	19six Architects
2	AC Martin
3	Anderson Brulé Architects, Inc
4	Architecture for Education, Inc
5	Delawie
6	DLR Group, Inc
7	Hammel, Green and Abrahamson, Inc. (HGA)
8	HMC Architects
9	HPI Architecture
10	Little Diversified Architectural Consulting, Inc
11	LPA, Inc.
12	M. Arthur Gensler Jr. & Associates, Inc
13	Moore Ruble Yudell Architects & Planners
14	NAC Architecture
15	PBK-WLC
16	Perkins Eastman, DPC
17	SGH Architects, Inc.
18	SVA Architects, Inc.
19	tBP/Architecture
20	Westberg+White, Inc.
21	Westgroup Designs, Inc.

The District intends to employ the Architects on an as-needed basis to serve various roles in support of the District's facilities construction program. Pre-qualified firms will remain in the architectural pool for a minimum of three (3) years with an option to extend eligibility for another two years and not to exceed five (5) years. After three (3), or with the optional five (5), successive years of eligibility, qualified firms must re-qualify for the pool.

This agenda item was submitted by Jenney Ho, District Director, Purchasing and Richard Williams, District Director, Facilities Planning & Construction.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing.

FUNDING SOURCE AND FINANCIAL IMPACT: There is no financial impact.

RECOMMENDATION: Authorization is requested to establish a pool of architectural firms to provide architectural services for Districtwide projects. The pre-qualified firms will remain in the architectural pool for a minimum of three (3) years with an option to extend for another two (2) years and not to exceed five (5) years. The terms and conditions of the employment of the Consultant selected for a specific project will be set forth in an agreement.

Fred Williams

Recommended by


Approved for Submittal

3.d.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: January 25, 2022 Resolution
SUBJECT: Consulting Services Agreement with Information
Graduate Communications Enclosure(s)

BACKGROUND: The District is requesting retroactive approval to enter into an agreement with Graduate Communications to support the spring 2022 recruiting efforts of NOCCCD institutions, including creating, resizing, animating, and recording all outdoor, digital, video, and radio ads, and serving ads, for a one month period, to potential students within the District service area.

The proposal fee is not to exceed \$126,000 for a maximum of \$9,000 for creative services (60 hours at a rate of \$150 per hour) and \$117,000 (\$39,000 per NOCCCD institution) for media buys rendered pursuant to this Agreement.

Cypress College

- Radio – 144 total spots over four weeks on Cali 93.9 = \$20,000
- Outdoor – Out-of-home placements to be determined = \$19,000

Fullerton College

- Radio – 68 total spots over two weeks on Cali 93.9 = \$8,250
- Outdoor – Out-of-home placements to be determined = \$24,750
- Digital – Pay-per-click, social media, YouTube and custom display campaigns = \$6,000

NOCE

- Radio – 144 total spots over four weeks on Cali 93.9 = \$20,000
- Outdoor – Out-of-home placements to be determined = \$19,000

Graduate Communications will diligently perform as required and complete performance by January 31, 2022.

This Board agenda item was submitted by Kai Stearns, District Director, Public and Governmental Affairs.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 1) Student Experience and Success – NOCCCD will provide comprehensive support, equitable opportunities, cocurricular programming, and clear pathways to ensure that students achieve their educational and career goals.

How does this relate to Board Policy: This item is in accordance with Board Policy 6340, Bids and Contracts.

FUNDING SOURCE AND FINANCIAL IMPACT: The consulting fee of \$126,000 shall be paid from Student Retention & Enrollment Funds received from the state.

RECOMMENDATION: Retroactive approval is requested to enter into an agreement with Graduate Communications in the amount of \$126,000, effective December 15, 2021 through January 31, 2022. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

B. V. dist Buhl

Approved for Submittal

3.e.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: January 25, 2022 Resolution
Information
SUBJECT: Amendment Contractual Investment from Enclosure(s)
Sodexo America LLC

BACKGROUND: On April 24, 2018, the Board awarded a contract to Sodexo America LLC to manage and operate the food service facilities and student meal distribution at Fullerton College. Sodexo is contractually obligated to pay the college a minimum of \$60,000 in commission if sales were below \$1,900,000. Sodexo is also contractually obligated to invest \$650,000 in facility improvements. Most of the investment amount was earmarked for a new fully licensed Starbucks, however, during the design phase it became apparent that the initial investment was well below the estimated cost of \$1.4 million. Sodexo has agreed to invest an additional \$603,752. The campus will provide \$121,742 to the cost of the Starbucks by having the minimum guarantee due to the campus be credited until the amount of \$121,742 is met. If for some reason the project is under budget the savings will be given to the campus. Due to COVID-19, the Fullerton College campus closure included the dining facilities. Due to these extraordinary circumstances Sodexo will incur minimal sales.

This agenda item was submitted by Rodrigo Garcia, Vice President, Administrative Services.

How does this relate to the five District Strategic Directions? This item responds to Direction #3: NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision making and integrated planning.

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6300, Fiscal Management and/or Board Policy 6340, Bids and Contracts.

FUNDING SOURCE AND FINANCIAL IMPACT: The Campus will not be receiving commission until the minimum guarantee of \$121,742 is met.

RECOMMENDATION: Authorization is requested to amend the existing contract with Sodexo America LLC to revise the investment amount of \$650,000 to \$1,253,752 and allow the use of campus commission to cover \$121,742 of the cost of the Starbucks. Authorization is requested for the Vice Chancellor, Finance and Facilities, or District Director, Purchasing, to execute the amendment on behalf of the District.

Fred Williams

Recommended by


Approved for Submittal

3.f

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: January 25, 2022

SUBJECT: Deductive Change Order #5 – Sundt Construction, Inc., Project #2016-13, Cypress College Science, Engineering, and Mathematics Building, Veteran’s Resource Center/Student Activities Center, Tribute Garden/Bridge, and Pond Refurbishment

Action	X
Resolution	
Information	
Enclosure(s)	

BACKGROUND: Pursuant to Public Contract Code §20659, the District and College are requesting Board approval for Deductive Change Order #5 for Sundt Construction, Inc’s contract for the Science, Engineering, and Mathematics Building (SEM), Veteran’s Resource Center/Student Activities Center (VRC/SAC), Tribute Garden/Bridge (TGB) , and Pond Refurbishment (PR) projects at Cypress College. Deductive Change Order #5 decreases the contract amount by \$21,203, which is a credit back to the District for unused allowances, contingencies, and prior change order allocations. The final contract amount has been decreased from \$94,677,694 to \$94,656,491. If Deductive Change Order #5 is approved, a Notice of Completion is on the same agenda for approval to close out the contract.

The table below shows the contract summary including this Change Order Request:

Date	Description	Amount
02/06/2019	Original Contract	\$92,052,341
02/11/2020	Change Order #1	\$377,246
07/28/2020	Change Order #2	\$222,333
11/10/2020	Change Order #3	\$1,202,442
05/25/2021	Change Order #4	\$823,332
01/25/2022	Change Order #5	\$(21,203)
Cumulative Proposed Contract Value (2.83% increase above original value)		\$94,656,491

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, and Alexander Porter, Vice President of Administrative Services at Cypress College.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3.) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: The amount of \$21,203 will be credited to Measure J. This project was funded by Measure J, Capital Outlay, and HEERF funding.

RECOMMENDATION: It is recommended that the Board approve Deductive Change Order #5 for Project #2016-13, Cypress College Science, Engineering, and Mathematics (SEM) Building and Veteran's Resource Center/Student Activities Center (VRC/SAC), with Sundt Construction, Inc. in the amount of \$21,203. Authorization is further requested for the Vice Chancellor, Finance & Facilities or the District Director, Purchasing, to execute Deductive Change Order #5 or related documents on behalf of the District.

Fred Williams

Recommended by


Approved for Submittal

3.g.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: January 25, 2022 Resolution
Information
Enclosure(s)
SUBJECT: Notice of Completion – Sundt Construction
Inc., Project #2016-13, Cypress College
Science, Engineering, and Mathematics
Building and Veteran’s Resource
Center/Student Activities Center

On November 8, 2016, the Board of Trustees approved an agreement with Sundt Construction, Inc. (Sundt) to complete preconstruction services under the CMAR delivery method for the Science, Engineering, and Mathematics (SEM) Building and Veteran’s Resource Center/Student Activities Center (VRC/SAC) project. On January 22, 2019, the Board of Trustees approved the Guaranteed Maximum Price (GMP) Agreement with Sundt for the SEM and VRC/SAC project.

The contract has been deemed complete by the District with the exception of some items that remain incomplete in the amount of \$401,801. The contractor was notified of these items and are in the process of completing them. Upon approval by the Board, the District will release final retention payment when due, minus costs for items that remain incomplete.

This agenda item was submitted by Allison Coburn, Campus Capital Projects Manager, and Alexander Porter, Vice President of Administrative Services at Cypress College; and Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3.) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6600, Capital Construction.

FUNDING SOURCE AND FINANCIAL IMPACT: This project was funded by Measure J, Capital Outlay, and HEERF funding.

RECOMMENDATION: Authorization is requested to file the Notice of Completion for Project #2016-13, Cypress College Science, Engineering, and Mathematics (SEM) Building and Veteran’s Resource Center/ Student Activities Center (VRC/SAC) with Sundt Construction, Inc. and pay the retention payment when due, minus costs for items that remain incomplete.

Fred Williams

Recommended by


Approved for Submittal

3.h

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: January 25, 2022 Resolution
Information
Enclosure(s)
SUBJECT: Institutional Membership, California
Association of School Business Officials

BACKGROUND: Historically, the North Orange County Community College District has maintained memberships in state and national organizations that represent and serve the interests of community colleges. Each year, the District pays the membership dues for these organizations, many of which are oriented toward a specific instructional area or toward the instructional program in general. Many of them are required or strongly recommended as part of an accreditation, while others provide professional development to staff or establish linkages between the District and the business or private sector. The Board has delegated the approval process for memberships under \$1,000; consequently, items presented for approval are those memberships that exceed \$1,000.

District Services is recommending a District membership to the California Association of School Business Officials (CASBO) for a prorated cost of \$875 for the remainder of the 2021-22 year and \$1,750 for the 2022-23 year.

CASBO, a private nonprofit California corporation, is a statewide professional organization that is a resource for professional development and best practices for the various financial and operational facets of school business management including finance, accounting, payroll, human resource, purchasing, risk management, and maintenance & operations. CASBO provides district members with professional development, influential advocacy, vital information and crucial networking opportunities. The association acts as a forum for sharing challenges, solutions, experiences and information throughout the state.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6100, Delegation of Authority.

FUNDING SOURCE AND FINANCIAL IMPACT: The membership dues will be charged to the General Fund.

RECOMMENDATION: Authorization is requested for an institutional membership to the California Association of School Business Officials, at a cost of \$875 for the remainder of 2021-22 and \$1,750 for 2022-23, for a total initial cost not to exceed \$2,625.

Fred Williams

Recommended by


Approved for Submittal

3.i

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: January 25, 2022
SUBJECT: Fullerton College Donations

Action X
Resolution
Information
Enclosure(s)

BACKGROUND: Businesses and individuals frequently make monetary donations or donate supplies and equipment that are of value to Fullerton College and its instructional programs.

This agenda item was submitted by Dr. Gilbert Contreras, Interim President, Fullerton College.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 4) Collective Impact and Partnerships: NOCCCD will develop and sustain collaborative projects and partnerships with educational institutions, community based organizations, and businesses to create positive change in the region.

How does this relate to Board Policy: This item is in compliance with Board Policy 3820, Gifts and Donations.

FUNDING SOURCE AND FINANCIAL IMPACT: The monetary and supplies/equipment donations to Fullerton College will assist with expenses associated with the Fullerton College instructional programs and departments which would otherwise be funded through the division budgets.

RECOMMENDATION: Authorization is requested for Fullerton College to accept the following donations:

To the Fullerton College Fine Arts Division, Music Department:

- *One Yamaha C2 Piano – Sarah Cheng Stosch*

To the Fullerton College Technology and Engineering Division, Machine Technology Department:

- *Tools and equipment to be used by Machine Technology students – Robert Kychenthal*

To the Fullerton College P.E. Division:

- *\$123,065.23 Check – The Thomas E. Duff Trust*

To the Fullerton College P.E. Division, Football:

- *\$123,065.23 Check – The Thomas E. Duff Trust*

To the Fullerton College P.E. Division, Baseball:

- *\$61,532.61 Check – The Thomas E. Duff Trust*

To the Fullerton College P.E. Division, Men's Basketball:

- \$61,532.61 Check – *The Thomas E. Duff Trust*

To the Fullerton College P.E. Division, Women's Basketball:

- \$61,532.61 Check – *The Thomas E. Duff Trust*

Fred Williams

Recommended by

B. V. Duff *B. M.*

Approved for Submittal

3.j.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: January 25, 2022 Resolution
Information
Enclosure(s)
SUBJECT: North Orange Continuing Education
Disability Support Services
Program Donation

BACKGROUND: North Orange Continuing Education (NOCE) Disability Support Services Program (DSS) receives monetary donations from families and persons in the community who value the services DSS provides and desire to show their appreciation by donating funds in lieu of participating in the annual See's Candy Fundraiser.

Authorization is requested for the NOCE DSS program to accept the following donation to offset expenses that would have been incurred by NOCE Disability Support Services and to supplement NOCE's resources to serve students:

- \$500 Check Donation – Council for Exceptional Children

This agenda item was submitted by Dr. Adam Gottdank, Director, NOCE Disability Support Services Program (DSS).

How does this relate to the five District Strategic Directions? This item relates to District Strategic Direction #5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This item is in compliance with Board Policy 3820 Gifts and Donations.

FUNDING SOURCE AND FINANCIAL IMPACT: The monetary donation will support NOCE DSS programs and students. The funding will offset expenses that would have been incurred by NOCE Disability Support Services and supplement NOCE's resources to serve students. This donation will be deposited into NOCE-CC Bursar WISE Fundraiser account.

RECOMMENDATION: Authorization is requested for the NOCE DSS program to accept the \$500 check donated by Council for Exceptional Children to offset expenses that would have been incurred by NOCE Disability Support Services and supplement NOCE's resources to serve students.

Fred Williams

Recommended by


Approved for Submittal

3.k

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action	<u> X </u>
Resolution	<u> </u>
Information	<u> </u>
Enclosure(s)	<u> X </u>

DATE: January 25, 2022

SUBJECT: Cypress College
Curriculum Matters

BACKGROUND: The divisions and the Curriculum Committee at Cypress College and the District Curriculum Coordinating Committee have approved the attached summary of new curriculum and curriculum revisions.

The Educational Master Plan has indicated that "instructional programs need to be continually reviewed as to viability and priority" and the curriculum "needs to provide state-of-the-art training in vocational programs." The assessment process, mandated by the state, provides several reasons for the proposed curricular changes: (1) to meet changing employment requirements, as per the recommendations of both the faculty and advisory committees; (2) to expand and streamline certificate programs in keeping with state mandates; (3) to provide meaningful categorization of Faculty Service Areas; (4) to provide specific courses to meet student needs; (5) to restructure programmatic curricula; (6) to provide greater consistency between Cypress and Fullerton courses; and (7) to eliminate courses that either are no longer critical or that have been subsumed into other curricular offerings.

All curricula are submitted to the President's Office for review and approval prior to submission to the District Curriculum Coordinating Committee. This agenda item is submitted by Silvie Grote, Chair of the Cypress College Curriculum Committee.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #1: Student Experience & Success - NOCCCD will provide comprehensive support, equitable opportunities, co- curricular programming, and clear pathways to ensure that students achieve their educational and career goals. More specifically, Goal 1.1: The District will guide students to successfully navigate pathways for completion and lifelong learning.

How does this relate to Board Policy: This item is in compliance with Board Policy 4020, Program and Curriculum Development.

FUNDING SOURCE AND FINANCIAL IMPACT: Campus General Fund.

RECOMMENDATION: It is recommended that the Board approve the attached summary of curriculum changes for Cypress College, to be effective Fall 2022. The curricula have been signed by the Campus Curriculum Chairperson and the College President, and have been approved by the District Curriculum Coordinating Committee.

Cherry Li-Bugg

Recommended by


Approved for Submittal

4.a.1

Item No.

CYPRESS COLLEGE CURRICULUM

Board Agenda

January 25, 2022

(DCCC approved December 3, 2021)

DEACTIVATE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
CTRP 031 C Intermediate Practice Lab	2022 Fall	replaced by CTRP 030 C non-credit
CTRP 035 C Advanced Practice Lab	2022 Fall	replaced by CTRP 030 C non-credit
CTRP 036 C High Speed Proficiency Lab	2022 Fall	replaced by CTRP 030 C non-credit
CTRP 037 C Qualified Lab	2022 Fall	replaced by CTRP 030 C non-credit
CTRP 038 C Computer Aided Transcription Lab	2022 Fall	replaced by CTRP 030 C non-credit
CTRP 039 C Internship-Legal Transcription	2022 Fall	This course needs to be updated.
CTRP 062 C Notary Public Exam Preparation	2022 Fall	This course can now be taken online through the State of California. The state can grant a student an immediate approval for passing the class and then issue a license to be a Notary Public. It is not prudent for the college to offer the class.
CTRP 066 C Machine Transcription-Medical	2022 Fall	course no longer valid part of program
CTRP 075 C CSR-RPR Exam Preparation	2022 Fall	summer course no longer valid for programs
CTRP 077 C Dictation and Transcription	2022 Fall	Summer course no longer valid for programs
CTRP 082 C Comp. Aided Trans: ProCAT	2022 Fall	no longer valid part of program
CTRP 092 C Realtime Writing Concepts	2022 Fall	This course is being deactivated because students are now learning a realtime-ready theory that requires them to write conflict free outlines. The course is redundant.
CTRP 094 C Expert Testimony-Professional Reporter	2022 Fall	course no longer needed, content added to other courses
CTRP 095 C Realtime Writing-Professional Reporter	2022 Fall	course no longer needed, content added to other courses
CTRP 098AC Internship: Scoping/Editing	2022 Fall	seminar no longer used
CTRP 098BC Internship: Agency Services	2022 Fall	seminar no longer used
CTRP 098CC Internship: Court Services	2022 Fall	seminar no longer used
EST 140 C Wind Turbine Drive Trains	2022 Fall	No student demand for course or program.

DEACTIVATE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
EST 145 C Wind Turbine Power Generation	2022 Fall	No student demand for course or program.
EST 150 C Advanced Geo-thermal Concepts	2022 Fall	No student demand for course or program. Topics for geothermal heat pumps has been included in the revised AC/R 230C.

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CE 201 C CE Teacher Training 1: Portfolio Units: 3 Lecture: 3 Laboratory: 0	*New Course *Distance Education: Fully Online and Partially *Prerequisite: None *Advisory: Must have completed or be in the process of completing a minimum of 9 units within a discipline that falls within a career education pathway. Please see the careers.cypresscollege.edu website for examples of career education programs. *CSU Transfer	25	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Cypress College is one of the largest providers of career education programs in the state of California. This course and program prepare current and future educators and provides the methodology and practical knowledge to enhance teacher proficiency and increased student learning.
CE 202 C CE Teacher Training 2: Technologies Units: 3 Lecture: 3 Laboratory: 0	*New Course *Distance Education: Fully Online and Partially *Prerequisite: None *Advisory: Must have completed or be in the process of completing a minimum of 9 units within a discipline that falls within a career education pathway. Please see the careers.cypresscollege.edu website for examples of career education programs. *CSU Transfer	25	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Career Education and CTE TOP-coded courses/programs preparation includes pedagogy, essential distance educational skills, and practical (practicum) experiences.
CE 295 C CE Teacher Training 3: Practicum Units: 3 Lecture: 3 Laboratory: 0	*New Course *Distance Education: Fully Online and Partially *Prerequisite: CE 202 C *CSU Transfer	25	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Includes pedagogical, technological and experiential learning for a variety of Career Education subjects.
THEA 122 C Improvisation Technique Units: 2 Lecture: 1 Laboratory: 3	*New Course *Prerequisite: None *UC/CSU Transfer	25	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Many times, actors are asked to Improvise. There are a clear set of rules in performing Improvisation and We need be teaching our students how successfully participate in this craft.
THEA 161 C Scenic Design for Theatre	*New Course *Prerequisites: None *Advisories: None	20	While the instructor does lecture, much of the class time focuses on discussion,	2022 Fall	Scenic Design is at the core of theatrical design and yet it is missing from the

NEW COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Units: 3 Lecture: 2 Laboratory: 3	*CSU/UC Transfer		group learning, and/or formal/informal student presentations.		curriculum in most community colleges. This is the only design element we do not currently offer, and it with its inclusion we raise the value of our AS Degree and can create a certificate in Scenic Design.

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AT 101 C Survey of the Automobile Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Distance Education: Partially *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Most of the demonstrations that take place are in a group learning environment with student feedback provided by student presentations.	2022 Fall	Outline, hybrid, catalog/schedule description, SLOs, and textbook updated to better reflect course content.
AT 102 C Automotive History Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Student Learning Outcomes Update *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Outline, SLOs, and textbooks updated to better reflect course content.
AT 236 C ASE Test Prep - Steering/Suspension Units: .5 Lecture: .5 Laboratory: 0	*Outline Update *Add Distance Education: Partially *Student Learning Outcomes *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, adding partially online, SLOs, and textbook updated to better reflect course content. 6-year program review
AT 265 C ASE Test Prep - Electrical Units: .5 Lecture: .5 Laboratory: 0	*Outline Update *Add Distance Education: Partially *Student Learning Outcomes *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, adding partially online, SLOs, and textbook updated to better reflect course content. 6-year program review
AT 282 C Hybrid Vehicle Maintenance Units: 4 Lecture: 3 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Prerequisite revalidated *Student Learning Outcomes *Textbook Update	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involves extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was to follow the industry standard of 12:1. While this is not feasible in our educational model, the	2022 Fall	Outline, adding partially online, prerequisite revalidated, SLOs, and textbook updated to better reflect course content. 6-year program review

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			student to instructor ratio of 24:1 allows us to maintain a safe working environment by creating collaborative work groups of 4.		
CTRP 030 C Court Reporting Lab Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 1-6 to 0 *Title update from CR Beginning Practice Lab * Removal of Repeatability to Unlimited Non-Credit *Student contact hours from 54-324 to 5-90 *Lab hours from 3-18 to 0 *Catalog/Schedule Description Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, title, removal of repeatability, student contact hours, lab hours, and catalog/schedule description update to better reflect course content. Program Review - changing to non-credit
CTRP 033 C Internship: Agency Services Units: 2 Lecture: 2 Laboratory: 0	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 108 *Catalog Description Update	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations 25 is the standard class size in internship classes for court reporting.	2022 Fall	Outline, add partially online, outside of class hours, total student learning hours, catalog description update to better reflect course content. Program Review
CTRP 034 C Internship: Court Services Units: 2 Lecture: 2 Laboratory: 0	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 108 *Catalog Description Update	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations	2022 Fall	Outline, add partially online, outside of class hours, total student learning hours, catalog description update to better reflect course content. Program Review
CTRP 040 C Beginning Machine Shorthand Theory Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, add partially online, outside of class hours, total student learning hours, and textbook updated to better reflect course content.
CTRP 041 C Court Reporting Theory Review Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 1-3 to 3 *Removal of Open Entry/Open Exit *Removal of Repeatability *Student contact hours from 80-90 to 90 *Outside of lass hours from 0 to 72 *Total student learning hours 0 to 162 *Catalog/Schedule Description Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. Program Review update

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	*Textbook Update				
CTRP 042 C Machine Shorthand Speed Building 1 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Removal of Repeatability *Grading option-removal of letter grade option *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *SAM Code update *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of repeatability, grading option, student contact hours, lecture hours, lab hours, SAM Code, catalog/schedule description, and textbook updated to better reflect course content. This is an update of the course outline to accurately reflect classroom activities for non-credit.
CTRP 043 C Machine Shorthand Speed Building 2 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Removal of Repeatability *Grading option-removal of letter grade option *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of repeatability, grading option, student contact hours, lecture hours, lab hours, catalog/schedule description, and textbook updated to better reflect course content. This course update is to properly reflect topics that are being covered in CTRP 043 C and to change to a non-credit offering.
CTRP 044 C Machine Shorthand Speed Building 3 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Removal of Repeatability *Grading option-removal of letter grade option *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of repeatability, grading option, student contact hours, lecture hours, lab hours, catalog/schedule description, and textbook updated to better reflect course content. The course is being revised to accurately reflect what topics are covered in the classroom and to be offered as non-credit.
CTRP 045 C Machine Shorthand Speed Building 4 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Removal of Repeatability *Grading option-removal of letter grade option *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *Catalog/Schedule Description Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of repeatability, grading option, student contact hours, lecture hours, lab hours, catalog/schedule description, and textbook updated to better reflect course content. The course is being revised to more accurately reflect

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	*Textbook Update				classroom activity and to move to a non-credit offering.
CTRP 046 C Machine Shorthand Speed Building 5 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Removal of Repeatability *Grading option-removal of letter grade option *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of repeatability, grading option, student contact hours, lecture hours, lab hours, catalog/schedule description, and textbook updated to better reflect course content. This revision is being prepared to more accurately reflect topics currently covered in the class and to move the course to non-credit status.
CTRP 047 C Machine Shorthand Speed Building 6 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Removal of Repeatability *Grading option-removal of letter grade option *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *Catalog/Schedule Description Update *Student Learning Outcomes Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of repeatability, grading option, student contact hours, lecture hours, lab hours, catalog/schedule description, and SLOs updated to better reflect course content. This update will more accurately reflect the topics covered in the classroom and move the course to the non-credit area.
CTRP 048 C Machine Shorthand Speed Building 7 Units: 0 Hours: 5-90 Lecture: 0 Laboratory: 0	*Outline Update *Units from 0.5-2 to 0 *Class size from 35 to 30 *Removal of Repeatability *Add Schedule type: 02,04 *Grading option-removal of letter grade option *Removal of Prerequisite *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *CIP Code Update *Catalog/Schedule Description Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, class size, removal of repeatability, schedule type, grading option, removal of prerequisite, student contact hours, lecture hours, lab hours, CIP Code, and catalog/schedule description updated to better reflect course content. This course is being updated and moved to the non-credit arena.
CTRP 049 C Machine Shorthand Speed Building 8 Units: 0 Hours: 5-90	*Outline Update *Units from 0.5-2 to 0 *Class size from 35 to 30 *Removal of Repeatability *Add Schedule type: 02,04	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, class size, removal of repeatability, schedule type, grading option, removal of prerequisite, student

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Lecture: 0 Laboratory: 0	*Grading option-removal of letter grade option *Removal of Prerequisite *Student contact hours from 80-90 to 5-90 *Lecture hours from 1 to 0 *Laboratory from 4 to 0 *CIP Code Update *Catalog/Schedule Description Update				contact hours, lecture hours, lab hours, CIP Code, and catalog/schedule description updated to better reflect course content. This course is being moved to non-credit arena.
CTRP 050 C CSR-RPR Directed Practice Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 0.5-2 to 3 *Class size from 35 to 30 *Removal of Open Entry/Open Exit *Removal of Repeatability *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Lecture hours from 1 to 2 *Laboratory from 4 to 3 *Catalog/Schedule Description Update	30	Class time focuses on individualized instruction, group learning, three or more writing assignments (one a week throughout the term) to assess critical thinking and conceptual understanding.	2022 Fall	Outline, units, class size, removal of repeatability, removal of open entry/open exit, add partially online, outside of class hours, total student learning hours, lecture hours, lab hours, and catalog/schedule description updated to better reflect course content. This course is being revised to eliminate the variable unit option.
CTRP 051 C Court-Conference Reporting: Legal Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 1-3 to 3 *Removal of Open Entry/Open Exit *Removal of Repeatability *Add Distance Education: Partially *Add Grading Option: Pass/No Pass *Add Advisory: CTRP 043 C *Student Contact hours from 80-90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online, grading option, advisory, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised to eliminate the variable unit issue.
CTRP 052 C Court-Conference Reporting-Medical Units: 3	*Outline Update *Units from 1-3 to 3 *Removal of Open Entry/Open Exit	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online,

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Lecture: 2 Laboratory: 3	*Removal of Repeatability *Add Distance Education: Partially *Add Grading Option: Pass/No Pass Add Advisories: CTRP 043 C and CTRP 045 C *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Catalog/Schedule Description Update *Textbook Update				grading option, add advisories, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised to eliminate the variable unit option.
CTRP 053 C Court-Conference Reporting: Congressional Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 1-3 to 3 *Removal of Open entry/Open Exit *Removal of Repeatability *Add Distance Education: Partially *Add Grading Option: Pass/No Pass *Add Advisories: CTRP 046 C *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online, grading option, add advisories, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised to eliminate the variable unit option.
CTRP 054 C Two-Four Voice Testimony Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 0.50-3.00 to 3 *Removal of Open Entry/Open Exit *Removal of Repeatability *Add Distance Education: Partially *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised to eliminate the variable unit option.

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CTRP 055 C Court-Conference Reporting: Jury Charge Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 0.50-3.00 to 3 *Removal of Open Entry/Open Exit *Removal of Repeatability *Add Distance Education: Partially *Add Schedule type: 02, 04 *Add Advisory: CTRP 047 C *Student contact hours from 9-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online, add advisory, schedule type, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised to eliminate variable unit.
CTRP 056 C Court-Conference Reporting: Jury Charge 2 Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 0.50-3.00 to 3 *Removal of Open Entry/Open Exit *Removal of Repeatability *Add Distance Education: Partially *Add Schedule type: 02 *Add Advisories: CTRP 048 C and CTRP 049 C *Student contact hours from 9-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Catalog/Schedule Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. This is the standard size for a group learning class where writing assignments are prepared using proper style, structure, and the mechanics of English.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online, add advisory, schedule type, student contact hours, outside of class hours, total student learning hours, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised to eliminate the variable unit option.
CTRP 057 C Machine Shorthand Challenge-160 Units: 2 Lecture: 1 Laboratory: 4	*Outline Update *Units from 0.50-2 to 2 *Removal of open entry/open exit *Removal of repeatability *Add schedule type: 02, 04 *Add Distance Education: Partially *Removal of prerequisite *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 126	30	Class time focuses on individualized instruction, student dictation presentation time, and/or group learning through readback and live voice dictation.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, schedule type, add partially online, removal of prerequisite, student contact hours, outside of class hours, total student learning hours, CIP code, and catalog/schedule description updated to better reflect course content. To update the course, the

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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	*CIP Code Update *Catalog/Schedule Description Update				necessary changes were made.
CTRP 058 C Machine Shorthand Challenge-180 Units: 2 Lecture: 1 Laboratory: 4	*Outline Update *Units from .5-2 to 2 *Removal of open entry/open exit *Removal of repeatability *Add schedule type: 02,04 *Add Distance Education: Partially *Prerequisite revalidated *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 126 *CIP Code Update *Catalog//Schedule Description Update *Textbook Update	30	Class time focuses on dictation material directed at individualized instruction, along with student presentation of live reading scenarios and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, schedule type, add partially online, prerequisite revalidated, student contact hours, outside of class hours, total student learning hours, CIP code, catalog/schedule description, and textbook updated to better reflect course content. Changes were implemented in order to update the class.
CTRP 059 C Machine Shorthand Challenge-200 Units: 2 Lecture: 1 Laboratory: 4	*Outline Update *Units from .5-2 to 2 *Removal of open entry/open exit *Removal of repeatability *Add schedule type: 02,04 *Add Distance Education: Partially *Removal of prerequisite *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 126 *CIP Code Update *Catalog//Schedule Description Update	30	The instructor will provide dictation material at high speeds, much of the class time focuses on group learning, and/or formal/informal student presentations through live reading scenarios.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, schedule type, add partially online, removal of prerequisite, student contact hours, outside of class hours, total student learning hours, CIP code, and catalog/schedule description updated to better reflect course content. This course revision is necessary in order to update classroom activities.
CTRP 060 C Machine Shorthand Challenge-220 Units: 2 Lecture: 1 Laboratory: 4	*Outline Update *Units from .5-2 to 2 *Removal of open entry/open exit *Removal of repeatability *Add schedule type: 02,04 *Add Distance Education: Partially *Removal of prerequisite *Student contact hours from 80-90 to 90 *Outside of class hours	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, schedule type, add partially online, removal of prerequisite, student contact hours, outside of class hours, total student learning hours, CIP code, and catalog/schedule description updated to

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	from 0 to 36 *Total student learning hours from 0 to 126 *CIP Code Update *Catalog//Schedule Description Update				better reflect course content. This course is being revised to meet new standards.
CTRP 065 C Advanced CAT Systems Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Advisory revalidated *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 108	25	The class is devoted to learning the latest software updates. Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, advisory revalidated, outside of class hours, and total student learning hours updated t better reflect course content. Program review
CTRP 067 C Basic Vocabulary Development Units: 2 Lecture: 2 Laboratory: 0	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 108 *Catalog Description Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, add partially online, outside of class hours, total student learning hours, and catalog description updated to better reflect course content. Program Review
CTRP 068 C Advanced Vocabulary Development Units: 1.5 Lecture: 1.5 Laboratory: 0	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 54 *Total student learning hours from 0 to 81 *Catalog Description Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations	2022 Fall	Outline, add partially online, outside of class hours, total student learning hours, and catalog description updated to better reflect course content.
CTRP 072 C Legal Procedures Units: 4 Lecture: 4 Laboratory: 1	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 144 *Total student learning hours from 0 to 234 *Catalog Description Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. This class is designed for students to work on practice (problem) sets in the preparation of law office and courtroom documents. The class involves individualized instruction using a computer lab setting.	2022 Fall	Outline, add partially online, outside of class hours, total student learning hours, and catalog description updated to better reflect course content. Program Review
CTRP 073AC Spelling for Modern Business Units: 1 Lecture: 1 Laboratory: 0	*Outline Update *Class size from 45 to 35 *Add Distance Education: Partially *Outside of class hours from 0 to 36	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, class size, add partially online, outside of class hours, total student learning hours, catalog description, and textbook updated to

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	*Total student learning hours from 0 to 54 *Catalog Description Update *Textbook Update				better reflect course content. Program Review
CTRP 073BC Punctuation for Court Reporting Units: 1 Lecture: 1 Laboratory: 0	*Outline Update *Class size from 45 to 35 *Add Distance Education: Partially *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 54 *Catalog Description Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, class size, add partially online, outside of class hours, total student learning hours, and catalog description updated to better reflect course content. Program Review
CTRP 073CC Formatting, Style and Usage Units: 1 Lecture: 1 Laboratory: 0	*Outline Update *Class size from 30 to 35 *Add Distance Education: Partially *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 54 *Catalog Description Update *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, class size, add partially online, outside of class hours, total student learning hours, catalog description, and textbook updated to better reflect course content. Program Review
CTRP 073DC Proofreading Units: 1 Lecture: 1 Laboratory: 0	*Outline Update *Class size from 30 to 35 *Add Distance Education: Partially *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 54 *Catalog Description Update *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, class size, add partially online, outside of class hours, total student learning hours, catalog description, and textbook updated to better reflect course content. Program Review
CTRP 074 C CSR-RPR Exam Preparation Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Units from .50-3 to 3 *Title update from CSR-RPR-CBC-CCP Exam Preparation *Removal of open entry/open exit *Removal of repeatability *Add Distance Education: Partially *Student contact hours from 9-54 to 54 *Outside of class hours from 0 to 108 *Total student learning hours from 0 to 162	35	The majority of the class time focuses on the instructor lecturing, along with discussion, group learning, and question and answer sessions regarding the state and national examination standards required in order to be licensed as an RPR or CSR While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, units, title, removal of open entry/open exit, removal of repeatability, add partially online, student contact hours, outside of class hours, total student learning hours, lecture hours, and catalog/schedule description updated to better reflect course content. This class is being changed in order to eliminate the variable

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	*Lecture hours from .50-3 to 3 *Catalog/Schedule Description Update				unit option.
CTRP 076 C Court and Deposition Procedures Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Units from 1.50-3 to 3 *Add Distance Education: Partially *Student contact hours from 27-54 to 54 *Outside of class hours from 0 to 108 *Total student learning hours from 0 to 162 *Lecture hours from 1.50-3 to 3 *Catalog/Schedule Description Update *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2022 Fall	Outline, units, add partially online, student contact hours, outside of class hours, total student learning hours, lecture hours, catalog/schedule description, and textbook updated to better reflect course content. This course needs to be updated to conform to new standards for variable unit offerings.
CTRP 079 C Internship - CART Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162	25	The student is engaged in both an on-campus internship class and an external internship assignment. The student is actively engaged in practicing the skill(s) they are learning on the job. The instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, add partially online, outside of class hours, and total student learning hours updated to better reflect course content.
CTRP 080 C Internship: Law Office Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Student contact hours from 36 to 72 *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 108 *Lecture hours from 2 to 1 *Laboratory hours from 2.75 to 3 *Catalog Description Update	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations	2022 Fall	Outline, add partially online, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, and catalog description updated to better reflect course content. Program Review
CTRP 081 C Internship - Court Reporting Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Textbook Update	25	The students will have both an on campus class and an off-campus internship experience. They are engaged in practicing the skill(s) they have learned and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, add partially online, and textbook updated to better reflect course content.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
CTRP 083 C Computer Aided Transcription - Stenograph Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 108	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, add partially online, outside of class hours, and total student learning hours update to better reflect course content.
CTRP 084 C Computer Aided Transcription - Eclipse Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 108	25	Most of the time the students are engaged in practicing the computer skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, outside of class hours, and total student learning hours updated to better reflect course content.
CTRP 085 C Computer Aided Transcription - Dictionary Building Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 108	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. The class is lecture oriented.	2022 Fall	Outline, add partially online, outside of class hours, and total student learning hours updated to better reflect course content.
CTRP 086 C Internship - Proofreading Units: 1.5 Lecture: 1 Laboratory: 1.5	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 36 *Total student learning hours from 0 to 81	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, add partially online, outside of class hours, and total student learning hours updated to better reflect course content.
CTRP 087 C Internship - Hearing Reporter Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, add partially online, outside of class hours, and total student learning hours updated to better reflect course content.
CTRP 088 C Internship - Captioning Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Add Distance Education: Partially *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. This is the standard size for an internship class.	2022 Fall	Outline, add partially online, outside of class hours, and total student learning hours updated to better reflect course content.
CTRP 089 C Court-Conference Reporting: Literary II Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from .50-3 to 3 *Class size from 35 to 30 *Removal of open entry/open exit *Removal of repeatability *Add Distance Education:	30	Class time focuses on individualized instruction, group learning, writing assignments that demonstrate critical thinking skills.	2022 Fall	Outline, units, class size, removal of open entry/open exit, removal of repeatability, add partially online, student contact hours, outside of class hours, total student

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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	Partially *Student contact hours from 32-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Lecture hours from .50-2 to 2 *Laboratory hours from 1.50-3 to 3 *CIP Code Update *Catalog/Schedule Description Update *Student Learning Outcomes Update				learning hours, lecture hours, lab hours, CIP code, catalog/schedule description, and SLOs updated to better reflect course content. This course is being updated to accurately reflect change in variable unit option.
CTRP 090 C Court-Conference Reporting: Literary Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Units from 1-3 to 3 *Removal of open entry/open exit *Removal of repeatability *Add Distance Education: Partially *Add Grading Option: Pass/No Pass *Student contact hours from 18-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 to 162 *Lecture hours from 1-2 to 2 *Laboratory hours from 1-3 to 3 *Catalog/Schedule Description Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online, grading option, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, and catalog/schedule description updated to better reflect course content. This course is being revised to eliminate the variable unit option.
CTRP 091 C Advanced Dictionary Build Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Add Distance Education: Partially	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline and adding partially online to better reflect course content.
CTRP 093 C Information Technology-CTRP Units: 2 Lecture: 2 Laboratory: 0	*Outline Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline update to better reflect course content.
CTRP 096 C Court - Conference Reporting: Literary III	*Outline Update *Units from 1-3 to 3 *Removal open entry/open exit	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, units, removal of open entry/open exit, removal of repeatability, add partially online,

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
Units: 3 Lecture: 2 Laboratory: 3	*Removal of repeatability *Add Distance Education: Partially *Removal of prerequisite *Student contact hours from 80-90 to 90 *Outside of class hours from 0 to 72 *Total student learning hours from 0 162 *CIP Code Update *Catalog/Schedule Description Update *Textbook Update				removal of prerequisite, student contact hours, outside of class hours, total student learning hours, CIP Code, catalog/schedule description, and textbook updated to better reflect course content. This course is being revised in order to meet the changing demands in the field of court reporting.
CTRP 097 C Internship - Scoping and Editing Units: 1.5 Lecture: 1 Laboratory: 1.5	*Outline Update *Add Distance Education: Partially *CIP Code Update *Removal of FSA: A35	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds. This is the standard size for an internship class.	2022 Fall	Outline, add partially online, CIP code, and removal of FSA to better reflect course content.
DH 116 C Dental Materials-Hygienists Units: 2.5 Lecture: 1.5 Laboratory: 4	*Textbook Update	20	The students engage in practicing skill and the instructor gives individual instruction as the class proceeds. The class is didactic, laboratory, and clinical.	2022 Spring	Updated textbook effective Spring 2022, previously board approved 6/9/2020.
DH 125 C Perio Pathology and Therapy Units: 2 Lecture: 2 Laboratory: 0	*Textbook Update	20	See attached accreditation mandate. The faculty to student ratios for preclinical, clinical and radiographic clinical and laboratory sessions must not exceed one to five. Laboratory sessions in the dental science courses must not exceed one to ten to ensure the development of clinical competence and maximum protection of the patient, faculty and students.	2022 Spring	Updated textbook effective Spring 2022, previously board approved 6/9/2020.
EST 100 C Renewable and Sustainable Energy Units: 3 Lecture: 3 Laboratory: 1	*Outline Update *Class size updated from 20 *Student contact hours from 108 to 72. *Outside of class hours from 54 to 108. *Total student learning hours from 162 to 180. *Lecture hours from 1.50 to 3.00 *Lab hours from 4.50 to 1.00	25	Individualized Instruction - Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, class size, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, and catalog/schedule description updated to better reflect course content.

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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	*Catalog/Schedule Description Update				
EST 110 C Climate Change & Global Responsibility Units: 3 Lecture: 3 Laboratory: 1	*Outline Update *Units updated from 2 *Title updated from Tools and Safety *Class size updated from 20. *Student contact hours from 54 to 72. *Outside of class hours from 54 to 108. *Total student learning hours from 108 to 180. *Lecture hours from 1.50 to 3.00 *Lab hours from 1.50 to 1.00 *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	35	Class size increased for general education class.	2022 Fall	Outline, units, title, class size, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, catalog/schedule description, SLOs, and textbook updated to better reflect course content. This class offering is an alignment of State of California initiatives for renewal energies, energy efficiency and mandates on Climate Change.
EST 120 C Energy Efficiency 1-Sustainable Building Science Units: 3 Lecture: 1.5 Laboratory: 4.5	*Outline Update *Units updated from 2 *Title updated from Digital Controls and Inverters *Student contact hours from 54 to 108. *Total student learning hours from 108 to 162. *Lab hours from 1.50 to 4.50. *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	20	HVAC EXCELLENCE Standard 5.2 – Students per Instructor: The number of students per instructor shall be reasonable and allow for individual instruction. Classes should consist of no more than a maximum of 20 students per instructor. Open enrollment programs comprised of 15 or more students at multiple levels should be two instructor programs. The Air Conditioning & Refrigeration Department is aligning itself to this standard. This standard is not only for the quality of education allowing for more individual instruction, but also takes into account safety and health reasons as this industry is involved with the handling of hazardous materials such as refrigerants, oxygen and acetylene and oils. Also, the handling of electrical circuits at higher voltages demands more care. See the attached justification.	2022 Fall	Outline, units, title, student contact hours, total student learning hours, lab hours, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Update to industry demand and certification
EST 130 C Energy Efficiency	*Outline Update *Title updated from Solar	20	HVAC EXCELLENCE Standard 5.2 – Students per	2022 Fall	Outline, title, prerequisite removed,

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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
2-Sustainable Commercial Building Science Units: 3 Lecture: 1.5 Laboratory: 4.5	Photovoltaics-install *Prerequisite removed *Add Advisory: EST 120 C *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update		Instructor: The number of students per instructor shall be reasonable and allow for individual instruction. Classes should consist of no more than a maximum of 20 students per instructor. Open enrollment programs comprised of 15 or more students at multiple levels should be two instructor programs. The Air Conditioning & Refrigeration Department is aligning itself to this standard. This standard is not only for the quality of education allowing for more individual instruction, but also takes into account safety and health reasons as this industry is involved with the handling of hazardous materials such as refrigerants, oxygen and acetylene and oils. Also, the handling of electrical circuits at higher voltages demands more care. See the attached justification.		adding advisory, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Update industry standards and employment demand.
EST 135 C Solar Concentrators-Hot Water Units: 3 Lecture: 1.5 Laboratory: 4.5	*Outline Update *Prerequisite removed *Catalog/Schedule Description Update	20	HVAC EXCELLENCE Standard 5.2 – Students per Instructor: The number of students per instructor shall be reasonable and allow for individual instruction. Classes should consist of no more than a maximum of 20 students per instructor. Open enrollment programs comprised of 15 or more students at multiple levels should be two instructor programs. The Air Conditioning & Refrigeration Department is aligning itself to this standard. This standard is not only for the quality of education allowing for more individual instruction, but also takes into account safety and health reasons as this industry is involved with the handling of hazardous materials such as refrigerants, oxygen and acetylene and oils. Also, the handling of electrical circuits at higher voltages demands	2022 Fall	Outline, prerequisite removed, and catalog/schedule description updated to better reflect course content. Program Review

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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			more care. See the attached justification.		
INDS 100 C Humanities: Ancient and Medieval Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Prerequisite revalidated	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Outline and prerequisite revalidated to better reflect course content. Program Review
JOUR 225 C Student Media Practicum I Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Remove Distance Education: Fully and Partially *Advisory revalidated *Course Classification Code from A to I *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills. Writing assignments are assessed for critical thinking, conceptual understanding, structure, style and mechanics.	2022 Fall	Outline, removal of distance education, advisory revalidated, course classification, and textbook updated to better reflect course content.
JOUR 229 C Broadcast Production Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Remove Distance Education: Fully and Partially *Advisory revalidated *Course Classification Code from A to I *Catalog Description Update *Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning.	2022 Fall	Outline, removal of distance education, advisory revalidated, course classification, catalog description and textbook updated to better reflect course content. program review
KIN 255 C Lifeguarding Units: 1 Lecture: 1 Laboratory: 1	*Add FSA: M35 (Coaching)	20	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Spring	Add FSA M35 (Coaching) effective Spring 2022, previously board approved 5/12/2020.
MUS 280 C Jazz-Musical Theater Choir Units: 1 Lecture: 0 Laboratory: 3	*Outline Update *Title updated to remove (/) *Prerequisite revalidated *Outside of class hours from 108 to 0 *Lecture hours from 3 to 0 *Lab hours from 0 to 3 *Catalog/Schedule Description Update *Student Learning Outcomes Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, title, prerequisite, student contact hours, outside of class hours, lecture hours, lab hours, catalog/schedule description, and SLOs updated to better reflect course content. Program Cycle Certain CSU or UC campuses may require students to repeat a specified course as part of the requirements for a specific major. Students who do not repeat these courses are not permitted to receive a bachelor's degree

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COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					in that major. A district can thus designate its corollary Applied Music course and its corollary Large Performance Ensemble course as repeatable until the student meets the lower division component of these major requirements.
MUS 281 C Concert Choir Units: 1 Lecture: 0 Laboratory: 3	*Outline Update *Class size from 80 to 45 *Add Prerequisite: Audition *Outside of class hours from 108 to 0 *Total student learning hours from 162 to 54 *Lecture hours from 3 to 0 *Lab hours from 0 to 3 *Catalog/Schedule Description Update *Textbook Update	45	Lab – Standard 45 Labs in which the instructor supervises students as they proceed in their work and answers questions, but does NOT provide extensive individualized feedback/evaluation on a regular basis.	2022 Fall	Outline, add prerequisite, class size, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, catalog/schedule description, and textbook updated to better reflect course content. 5 Year Program Review Cycle
MUS 282 C Cypress Masterworks Chorale Units: 1 Lecture: 0 Laboratory: 3	*Outline Update *Class size from 80 to 45 *Add Schedule Type: (04) Lab *Add Prerequisite: Audition *Outside of class hours from 108 to 0 *Total student learning hours from 162 to 54 *Lecture hours from 3 to 0 *Lab hours from 0 to 3 *Catalog/Schedule Description Update *Textbook Update	45	Vetted with the Fullerton College Music Department	2022 Fall	Outline, class size, add lab to schedule type, add prerequisite, class size, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, catalog/schedule description, and textbook updated to better reflect course content. Program Cycle
MUS 283 C Cypress Singers Units: 1 Lecture: 0 Laboratory: 3	*Outline Update *Add Prerequisite: Audition *Outside of class hours from 108 to 0 *Total student learning hours from 162 to 54 *Lecture hours from 3 to 0 *Lab hours from 0 to 3 *Catalog/Schedule Description Update *Student Learning Outcome Update *Textbook Update	18	Vetted with the Fullerton College Music Department	2022 Fall	Outline, add prerequisite, class size, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, catalog/schedule description, SLOs and textbook updated to better reflect course content. Program Review. Certain CSU or UC campuses may require students to repeat a specified course as part of the requirements for a specific major. Students who do not repeat these courses are not permitted to receive a bachelor's degree

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					in that major. A district can thus designate its corollary Applied Music course and its corollary Large Performance Ensemble course as repeatable until the student meets the lower division component of these major requirements
MUS 285 C Chamber Singers Units: 1 Lecture: 0 Laboratory: 3	*Outline Update *Add Prerequisite: Audition *Outside of class hours from 108 to 0 *Total student learning hours from 162 to 54 *Lecture hours from 3 to 0 *Lab hours from 0 to 3 *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook removed	25	Vetted with the Fullerton College Music Department	2022 Fall	Outline, add prerequisite, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, catalog/schedule description, and SLOs updated to better reflect course content. Program Review. Certain CSU or UC campuses may require students to repeat a specified course as part of the requirements for a specific major. Students who do not repeat these courses are not permitted to receive a bachelor's degree in that major. A district can thus designate its corollary Applied Music course and its corollary Large Performance Ensemble course as repeatable until the student meets the lower division component of these major requirements.
MUS 287 C Vocal Jazz Ensemble Units: 1 Lecture: 0 Laboratory: 3	*Outline Update *Prerequisite revalidated *Outside of class hours from 108 to 0 *Total student learning hours from 162 to 54 *Lecture hours from 1 to 0 *Lab hours from 2 to 3 *Catalog/Schedule Description Update *Student Learning Outcomes	16	Vetted with the Fullerton College Music Department	2022 Fall	Outline, prerequisite revalidated, student contact hours, outside of class hours, total student learning hours, lecture hours, lab hours, catalog/schedule description, and SLOs updated to better reflect course content. Program Review. Certain CSU or UC campuses may require students to repeat a specified course as part of the requirements for a specific major. Students who do not repeat these courses are not permitted to receive a bachelor's degree in that major. A district can thus designate its corollary Applied Music course and its corollary Large

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
					Performance Ensemble course as repeatable until the student meets the lower division component of these major requirements.
RADT 142 C Radiologic Electronics Units: 4 Lecture: 4 Laboratory: 0	*Outline Update *Add Distance Education: Fully Online *Student Learning Outcomes Update *Textbook Update	35	•The primary mode of instruction is lecture and may include discussion and/or group learning. • Evaluation primarily through objective exams. • Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Outline, add fully online, SLOs, and textbook updated to better reflect course content. This course is due for revision. This course would be also offered as a Distance education course. There are on campus sections offered and the faculty would like to have a DE option as the course is a prerequisite to two programs and is very impacted.
THEA 100 C Introduction to the Theatre Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Title update from Introduction to the Theater to Introduction to the Theatre *Catalog/Schedule Description Update *Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Outline, title, catalog/schedule description, and textbook updated to better reflect course content. Program Review
THEA 102 C World Theatre History Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Title update from World Theater History I to World Theatre History *Advisory revalidated *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	40	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Outline, title, advisory revalidated, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program Review
THEA 107 C Diversity in American Theatre Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Title update from Diversity in American Theater to Diversity in American Theatre *Advisory removed *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2022 Fall	Outline, title, advisory removed, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program Review

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 107HC Honors Diversity in American Theatre Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Title update from Honors Diversity in American Theatre *Advisory removed *Catalog/Schedule Description Update *Student Learning Outcomes Update	20	Honors Class The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2022 Fall	Outline, title, advisory removed, catalog/schedule description, and SLOs, updated to better reflect course content. Program Review
THEA 126 C Musical Theatre Techniques I Units: 3 Lecture: 2 Laboratory: 4	*Outline Update *Title update from Musical Theatre Techniques I to Musical Theatre Techniques I *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Students in this class are engaged in learning the performance skills of musical theatre and each students receives individual instruction from the teacher as the class proceeds.	2022 Fall	Outline, title, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review 5-year review cycle
THEA 127 C Musical Theatre Techniques II Units: 3 Lecture: 2 Laboratory: 4	*Outline Update *Title update from Musical Theatre Techniques II to Musical Theatre Techniques II *Prerequisite revalidated *Advisory revalidated *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Students in this class are engaged in learning the performance skills of musical theatre and each students receives individual instruction from the teacher as the class proceeds.	2022 Fall	Outline, title, prerequisite revalidated, advisory revalidated, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review 5-year review cycle
THEA 132 C Musical Theatre Performance I Units: 2-3 Lecture: 0 Laboratory: 7-9	*Outline Update *Title update from Musical Theater Performance I to Musical Theatre Performance I *Prerequisite revalidated *Advisory revalidated *Catalog/Schedule Description Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, title, prerequisite revalidated, advisory revalidated, and catalog/schedule description updated to better reflect course content. Program review
THEA 133 C Rehearsal Performance I Units: 2-3 Lecture: 0 Laboratory: 6-9	*Outline Update *Prerequisite revalidated *Corequisite revalidated *Catalog/Schedule Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, prerequisite, corequisite, catalog/schedule description, and textbook updated to better reflect course content. Program review 5-year review cycle

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 135 C Musical Theatre Performance II Units: 2-3 Lecture: 0 Laboratory: 7-9	*Outline Update *Title update from Musical Theater Performance II to Musical Theatre Performance II *Prerequisite revalidated *Corequisite revalidated *Catalog/Schedule Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, title, prerequisite, corequisite, catalog/schedule description, and textbook updated to better reflect course content. Program Review
THEA 136 C Rehearsal Performance II Units: 2-3 Lecture: 0 Laboratory: 6-9	*Outline Update *Prerequisite revalidated *Corequisite revalidated *Catalog/Schedule Description Update *Textbooks removed	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, prerequisite revalidated, corequisite revalidated, catalog/schedule description and removal of textbooks updated to better reflect course content. Program review 5-year review cycle
THEA 140 C Introduction to Theatre Design Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Title update from Introduction to Theater Design to Introduction to Theatre Design *Course Classification Code Update *Catalog/Schedule Description Update *Textbook Update	20	This class requires students to use power tools and to work with stage rigging and moving scenery. This class size of 20 students establishes the appropriate limit of students that can be safely supervised and taught by an instructor.	2022 Fall	Outline, title, course classification code, catalog/schedule description, and textbook updated to better reflect course content. Program Review and addition of the study of Projection Design.
THEA 144 C Lighting Design for Theatre Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Title update from Lighting Design Fundamentals to Lighting Design for Theatre *Course Classification Code Update *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	20	The class requires the students to use electricity, power tools, ladders and to work with stage rigging and moving scenery. The class size of 20 students establishes the appropriate limit of students that can be safely supervised and taught by an instructor.	2022 Fall	Outline, title, course classification code, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Name update to be consistent with other design courses, and Program Review
THEA 145 C Costume Design for Theatre Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Title update from Fundamentals of Costume Design to Costume Design for Theatre *Course Classification Code Update *Catalog/Schedule Description Update *Textbook Update	20	This class requires students to work with potentially hazardous materials and use various machines and tools, in a laboratory setting of a theatre. The class size of 20 students establishes the appropriate limit of students that can be safely supervised and taught by an instructor	2022 Fall	Outline, title, course classification code, catalog/schedule description, and textbook updated to better reflect course content. Title change to make consistent with other design courses, and Program Review.

REVISED COURSES

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 146 C Scenic Painting Units: 3 Lecture: 2 Laboratory: 3	*Outline Update *Title update from Scene Painting to Scenic Painting *Course Classification Code Update *Catalog/Schedule Description Update *Textbook Update	20	This class requires the students to work with potentially hazardous materials, climb ladders, scenery and scaffolds in the expansive laboratory setting of a theater. The class size of 20 students establishes the appropriate limit of students that can be safely supervised and taught by an instructor.	2022 Fall	Outline, title, course classification code, catalog/schedule description, and textbook updated to better reflect course content. Title update and Program Review
THEA 148 C Production Techniques I Units: .5-3 Lecture: 0 Laboratory: 1.5-9	*Outline Update *Prerequisite revalidated *Catalog/Schedule Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, prerequisite revalidated, catalog/schedule description, and textbook updated to better reflect course content. Program review
THEA 149 C Stage Crew I-Running Units: 1-2 Lecture: 0 Laboratory: 3-6	*Outline Update *Course Classification from A to I *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, course classification, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review
THEA 150 C Stage Crew II-Production Preparation Units: 1-2 Lecture: 0 Laboratory: 3-6	*Outline Update *Course Classification from A to I *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, course classification, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review
THEA 151 C Stage Crew III-Costume-Makeup Units: 1-2 Lecture: 0 Laboratory: 3-6	*Outline Update *Course Classification from A to I *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, course classification, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review
THEA 152 C Stage Crew IV-House-Box Office Units: 1-2 Lecture: 0 Laboratory: 3-6	*Outline Update *Course Classification from A to I *Catalog/Schedule Description Update *Student Learning Outcomes Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, course classification, catalog/schedule description, and SLOs, updated to better reflect course content. Program review

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
THEA 155 C Production Techniques II Units: .5-3 Lecture: 0 Laboratory: 1.5-9	*Outline Update *Course Classification Code Update *SAM Code Update *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, course classification code, SAM code, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review
THEA 225 C Directing for the Theatre Units: 3 Lecture: 2 Laboratory: 4	*Outline Update *Title update from Directing for the Theater to Directing for the Theatre *Advisory revalidated *Catalog/Schedule Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, title, advisory revalidated, catalog/schedule description, and textbook updated to better reflect course content. Program review
THEA 226 C Musical Theatre Techniques III Units: 3 Lecture: 2 Laboratory: 4	*Outline Update *Title update from Musical Theater to Musical Theatre *Prerequisite revalidated *Advisory revalidated *Catalog/Schedule Description Update *Textbook Update	25	Students in this class are engaged in learning the performance skills of musical theater and each students receives individual instruction from the teacher as the class proceeds.	2022 Fall	Outline, title, prerequisite revalidated, advisory revalidated, catalog/schedule description, and textbook updated to better reflect course content. Program review
THEA 227 C Musical Theatre Techniques IV Units: 3 Lecture: 2 Laboratory: 4	*Outline Update *Title update from Musical Theater Techniques IV to Musical Theatre Techniques IV *Prerequisite revalidated *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Students in this class are engaged in learning the performance skills of musical theatre and each students receives individual instruction from the teacher as the class proceeds.	2022 Fall	Outline, title, prerequisite revalidated, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review
THEA 230 C Directing Actors for Film and TV Units: 2 Lecture: 1 Laboratory: 3	*Outline Update *Advisory revalidated *TOPS Code Update *Catalog Description Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, advisory revalidated, TOPS code, catalog/schedule description, and textbook updated to better reflect course content. Program review
THEA 232 C Musical Theatre Performance III Units: 2-3 Lecture: 0 Laboratory: 6-9	*Outline Update *Title update from Musical Theater Performance III to Musical Theatre Performance III *Prerequisite revalidated *Corequisite revalidated *Student contact hours from 126 -162 to 108-162 *Total student learning	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, title, prerequisite revalidated, corequisite revalidated, student contact hours, total student learning hours, laboratory hours, course classification code, catalog/schedule description, SLOs, and textbook updated to

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
	hours from 126-162 to 108-162 *Laboratory hours from 7-9 to 6-9 *Course Classification Code Update *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update				better reflect course content. Program review
THEA 233 C Musical Theatre Performance IV Units: 2-3 Lecture: 0 Laboratory: 6-9	*Outline Update *Title update from Musical Theater Performance IV to Musical Theatre Performance IV *Prerequisite revalidated *Corequisite revalidated *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbook Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, title, prerequisite, corequisite, catalog/schedule description, SLOs, and textbook updated to better reflect course content. Program review
THEA 234 C Rehearsal Performance III Units: 2-3 Lecture: 0 Laboratory: 6-9	*Outline Update *Prerequisite revalidated *Corequisite revalidated *SAM Code Update *Catalog/Schedule Description Update *Student Learning Outcomes Update *Textbooks removed	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, prerequisite, corequisite, SAM code, catalog/schedule description, SLOs, and textbooks removed to better reflect course content. Program review
THEA 235 C Experimental Theatre Units: 2 Lecture: 0 Laboratory: 6	*Outline Update *Title update from Experimental Theater to Experimental Theatre *Catalog/Schedule Description Update *Student Learning Outcomes Update	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds	2022 Fall	Outline, title, catalog/schedule description, and SLOs updated to better reflect course content. Program review
THEA 238 C Rehearsal Performance IV Units: 2-3 Lecture: 0 Laboratory: 6-9	*Outline Update *Prerequisite revalidated *Corequisite revalidated *SAM Code update *Catalog/Schedule Description Update *Textbooks removed	25	Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2022 Fall	Outline, prerequisite, corequisite, SAM code, catalog/schedule description, and textbooks removed to better reflect course content. Program review

NEW DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																												
Career Education	<p>CE Teacher Training Associate in Science Degree The Career Education (CE; CTE) Teacher Training program provides current and aspiring Career Education educators and students with course work to enhance their teaching expertise and to further their professional goals. Students completing this certificate will acquire highly useful technical skills, pedagogical expertise, and historical/contemporary knowledge of the increasingly significant Career Education opportunities in high schools, regional occupational, continuing, and higher education. To earn an Associate Degree, students must complete all graduation requirements to include (1) all major course requirements with a grade of C or better; (2) Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; (3) the social justice, equity and sustainability and reading requirements; (4) any elective courses to complete a total of 60 units; and, (5) have a minimum GPA of 2.0. At least 50% of all major course work must be completed at Cypress College. Courses that fulfill major requirements for an Associate Degree at Cypress College might not be the same as those required for completing the major at a transfer institution offering a Baccalaureate Degree. For information on specific university requirements, please consult with your counselor, visit www.assist.org or visit the Transfer Center. This degree requires a total of 18-21 units in the major in addition to other graduation requirements.</p> <p>Required Core: Complete nine units of CE Teacher Training coursework (9 units):</p> <table border="1" data-bbox="334 835 1027 982"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>CE201 C</td> <td>CE Teacher Training 1: Portfolio</td> <td>3</td> </tr> <tr> <td>CE202 C</td> <td>CE Teacher Training 2: Technologies</td> <td>3</td> </tr> <tr> <td>CE295 C</td> <td>CE Teacher Training 3: Practicum</td> <td>3</td> </tr> </tbody> </table> <p>Complete or be in the process of completing a minimum of 9 units within a discipline that falls within a career education pathway or in consultation with the Department Chair of a CTE pathway (9 units). Please see the careers.cypresscollege.edu website for examples of career education programs and examples, below, of expertise areas.</p> <p>Automotive Technology (12 units):</p> <table border="1" data-bbox="334 1161 1027 1339"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>AT110 C</td> <td>Introduction to Automotive Technology</td> <td>4</td> </tr> <tr> <td>AT105 C</td> <td>Automotive Electrical I</td> <td>4</td> </tr> <tr> <td>AT106 C</td> <td>Automotive Electrical II</td> <td>4</td> </tr> <tr> <td>AT115 C</td> <td>Automotive Air Conditioning</td> <td>4</td> </tr> </tbody> </table> <p>Aviation and Travel Careers (9-10 units):</p> <table border="1" data-bbox="334 1371 1027 1549"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ATC101 C</td> <td>Introduction to Travel Careers</td> <td>3</td> </tr> <tr> <td>ATC132 C</td> <td>Private Pilot</td> <td>4</td> </tr> <tr> <td>ATC270 C</td> <td>Airline Operations</td> <td>3</td> </tr> <tr> <td>ATC274 C</td> <td>Passenger Services and Safety</td> <td>3</td> </tr> </tbody> </table> <p>Hotel, Restaurant, Culinary Arts (9-11 units):</p> <table border="1" data-bbox="334 1581 1027 1759"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>HRC101 C</td> <td>Introduction to Hospitality Management</td> <td>3</td> </tr> <tr> <td>HRC120 C</td> <td>Sanitation and Safety</td> <td>2</td> </tr> <tr> <td>HRC135 C</td> <td>Culinary Fundamentals I</td> <td>3</td> </tr> <tr> <td>HRC235 C</td> <td>Culinary Fundamentals II</td> <td>3</td> </tr> </tbody> </table> <table border="1" data-bbox="334 1759 1027 1793"> <tr> <td>Total Units</td> <td></td> <td>18 - 21</td> </tr> </table>			Units	CE201 C	CE Teacher Training 1: Portfolio	3	CE202 C	CE Teacher Training 2: Technologies	3	CE295 C	CE Teacher Training 3: Practicum	3			Units	AT110 C	Introduction to Automotive Technology	4	AT105 C	Automotive Electrical I	4	AT106 C	Automotive Electrical II	4	AT115 C	Automotive Air Conditioning	4			Units	ATC101 C	Introduction to Travel Careers	3	ATC132 C	Private Pilot	4	ATC270 C	Airline Operations	3	ATC274 C	Passenger Services and Safety	3			Units	HRC101 C	Introduction to Hospitality Management	3	HRC120 C	Sanitation and Safety	2	HRC135 C	Culinary Fundamentals I	3	HRC235 C	Culinary Fundamentals II	3	Total Units		18 - 21	2022 Fall	New and aspiring Career Education (CE) faculty in a variety of Career Technical Education (CTE) programs will benefit from this 60-unit Associate in Science Degree. CE and CTE programs include but are not limited to Business, Computer Information Systems, Career Technical Education, Health Science, and some Fine Arts, Social Sciences and Science/Engineering/Math. Nine of the minimum 18 units include equity-minded teaching and pedagogy, instructional technologies, distance education, and a practicum, for career entry into teaching positions and for professional development.
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NEW DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																												
	<p>and professional development certificate program complements and enhances one's career education subject knowledge and expertise and includes: career education history, pedagogy and labor market overview; course syllabus, lesson plan and curriculum development; practical teaching opportunities; and creation of a professional portfolio. This certificate requires a total of 18-21 units.</p> <p>Required Core: Complete nine units of CE Teacher Training coursework (9 units):</p> <table border="1" data-bbox="334 443 1026 583"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>CE201 C</td> <td>CE Teacher Training 1: Portfolio</td> <td>3</td> </tr> <tr> <td>CE202 C</td> <td>CE Teacher Training 2: Technologies</td> <td>3</td> </tr> <tr> <td>CE295 C</td> <td>CE Teacher Training 3: Practicum</td> <td>3</td> </tr> </tbody> </table> <p>Complete an additional nine minimum units in an area of expertise and/or in consultation with the CE Department Chairperson (9 units). See examples below of expertise areas.</p> <p>Automotive Technology (12 units):</p> <table border="1" data-bbox="334 716 1026 877"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>AT110 C</td> <td>Introduction to Automotive Technology</td> <td>4</td> </tr> <tr> <td>AT105 C</td> <td>Automotive Electrical I</td> <td>4</td> </tr> <tr> <td>AT106 C</td> <td>Automotive Electrical II</td> <td>4</td> </tr> <tr> <td>AT115 C</td> <td>Automotive Air Conditioning</td> <td>4</td> </tr> </tbody> </table> <p>Aviation and Travel Careers (9-10 units):</p> <table border="1" data-bbox="334 926 1026 1087"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ATC101 C</td> <td>Introduction to Travel Careers</td> <td>3</td> </tr> <tr> <td>ATC132 C</td> <td>Private Pilot</td> <td>4</td> </tr> <tr> <td>ATC270 C</td> <td>Airline Operations</td> <td>3</td> </tr> <tr> <td>ATC274 C</td> <td>Passenger Services and Safety</td> <td>3</td> </tr> </tbody> </table> <p>Hotel, Restaurant, Culinary Arts (9-11 units):</p> <table border="1" data-bbox="334 1136 1026 1297"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>HRC101 C</td> <td>Introduction to Hospitality Management</td> <td>3</td> </tr> <tr> <td>HRC120 C</td> <td>Sanitation and Safety</td> <td>2</td> </tr> <tr> <td>HRC135 C</td> <td>Culinary Fundamentals I</td> <td>3</td> </tr> <tr> <td>HRC235 C</td> <td>Culinary Fundamentals II</td> <td>3</td> </tr> </tbody> </table> <table border="1" data-bbox="334 1318 1026 1346"> <tr> <td>Total Units</td> <td></td> <td>18 - 21</td> </tr> </table>			Units	CE201 C	CE Teacher Training 1: Portfolio	3	CE202 C	CE Teacher Training 2: Technologies	3	CE295 C	CE Teacher Training 3: Practicum	3			Units	AT110 C	Introduction to Automotive Technology	4	AT105 C	Automotive Electrical I	4	AT106 C	Automotive Electrical II	4	AT115 C	Automotive Air Conditioning	4			Units	ATC101 C	Introduction to Travel Careers	3	ATC132 C	Private Pilot	4	ATC270 C	Airline Operations	3	ATC274 C	Passenger Services and Safety	3			Units	HRC101 C	Introduction to Hospitality Management	3	HRC120 C	Sanitation and Safety	2	HRC135 C	Culinary Fundamentals I	3	HRC235 C	Culinary Fundamentals II	3	Total Units		18 - 21		<p>Education (CTE) programs will benefit from this 18 unit certificate. CE and CTE programs include but are not limited to Business, Computer Information Systems, Career Technical Education, Health Science, and some Fine Arts, Social Sciences and Science/Engineering/Math. Nine of the 18 units include equity-minded teaching and pedagogy, instructional technologies, distance education, and a practicum, for career entry into teaching positions and for professional development.</p>
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Total Units		18 - 21																																																													
Court Reporting	<p>CSR-RPR Skills Certificate</p> <p>This NON-CREDIT certificate, Certified Shorthand Reporter-Registered Professional Reporter (CSR-RPR) Skills, will prepare the student to take and pass the National Court Reporter's Registered Professional Reporter (RPR) examination and the California Certified Shorthand Reporter (CSR) examination.</p> <p>Required Courses:</p> <table border="1" data-bbox="334 1507 1026 1669"> <thead> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>CTRP030 C</td> <td>Court Reporting Lab</td> <td>5-90</td> </tr> <tr> <td>CTRP047 C</td> <td>Machine Shorthand Speed Building 6</td> <td>5-90</td> </tr> <tr> <td>CTRP048 C</td> <td>Machine Shorthand Speed Building 7</td> <td>5-90</td> </tr> <tr> <td>CTRP049 C</td> <td>Machine Shorthand Speed Building 8</td> <td>5-90</td> </tr> </tbody> </table> <table border="1" data-bbox="334 1690 1026 1717"> <tr> <td>Total Units</td> <td></td> <td>20-360</td> </tr> </table>			Hours	CTRP030 C	Court Reporting Lab	5-90	CTRP047 C	Machine Shorthand Speed Building 6	5-90	CTRP048 C	Machine Shorthand Speed Building 7	5-90	CTRP049 C	Machine Shorthand Speed Building 8	5-90	Total Units		20-360	2022 Fall	<p>This certificate program will prepare the student to take both the National Court Reporters Association examination and the California CSR examination.</p>																																										
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Total Units		20-360																																																													
Court Reporting	<p>Practicum in Intermediate Machine Shorthand Certificate</p> <p>This NON-CREDIT certificate, Practicum in Intermediate Machine Shorthand, will prepare students for future employment in CART and hearing reporting.</p> <p>Required Courses:</p> <table border="1" data-bbox="334 1829 1026 1885"> <thead> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>CTRP030 C</td> <td>Court Reporting Lab</td> <td>5-90</td> </tr> </tbody> </table>			Hours	CTRP030 C	Court Reporting Lab	5-90	2022 Fall	<p>The Specialty in Intermediate Machine Shorthand certificate will prepare students for employment in CART and hearing reporting.</p>																																																						
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CTRP030 C	Court Reporting Lab	5-90																																																													

NEW DEGREES/CERTIFICATES

DEGREE				EFF DATE	JUSTIFICATION																																																			
	CTRP044 C	Machine Shorthand Speed Building 3	5-90																																																					
	CTRP045 C	Machine Shorthand Speed Building 4	5-90																																																					
	CTRP046 C	Machine Shorthand Speed Building 5	5-90																																																					
	Total Units		20-360																																																					
Court Reporting	<p>Practicum in Beginning Machine Shorthand Certificate This NON-CREDIT certificate, Practicum in Beginning Machine Shorthand, will allow students who are interested in employment in law offices, general offices, government offices, and other venues to acquire entry-level skills to perform simple dictation tasks. Required courses:</p> <table border="1" data-bbox="331 548 1029 695"> <thead> <tr> <th></th> <th></th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>CTRP030 C</td> <td>Court Reporting Lab</td> <td>5-90</td> </tr> <tr> <td>CTRP042 C</td> <td>Machine Shorthand Speed Building 1</td> <td>5-90</td> </tr> <tr> <td>CTRP043 C</td> <td>Machine Shorthand Speed Building 2</td> <td>5-90</td> </tr> <tr> <td colspan="2">Total Units</td> <td>20-360</td> </tr> </tbody> </table>					Hours	CTRP030 C	Court Reporting Lab	5-90	CTRP042 C	Machine Shorthand Speed Building 1	5-90	CTRP043 C	Machine Shorthand Speed Building 2	5-90	Total Units		20-360	2022 Fall	Students pursuing careers using stenographic skills in law offices, general offices, government offices, and other venues will have entry level skills for dictation speeds up to 100 words per minute.																																				
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Kinesiology	<p>Sport Management Certificate The Sport Management Certificate program prepares students for a career in kinesiology with an emphasis on sport management. The program is designed to help students acquire knowledge, skills and abilities needed to work in the sports management field and successfully manage sport programs. To earn this certificate, complete the required courses as listed with a grade of C or better. This certificate requires a total of 16-17 units. Required Courses are listed in suggested sequence: (12 units)</p> <table border="1" data-bbox="331 968 1029 1136"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>KIN247 C</td> <td>Sports Management</td> <td>3</td> </tr> <tr> <td>KIN249 C</td> <td>Sport and United States Society</td> <td>3</td> </tr> <tr> <td>KIN295 C</td> <td>Kinesiology- Internship Seminar</td> <td>3</td> </tr> <tr> <td>REC102 C</td> <td>Recreation - Sport Leadership and Diverse Groups</td> <td>3</td> </tr> </tbody> </table> <p>Elective Courses: Select from the following (4-5 units)</p> <table border="1" data-bbox="331 1178 1029 1535"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td colspan="2">Activity courses KIN 100-KIN 201</td> <td>0.5 - 1</td> </tr> <tr> <td>COMM105 C</td> <td>Interpersonal Communication</td> <td>3</td> </tr> <tr> <td>ACCT101 C</td> <td>Financial Accounting</td> <td>5</td> </tr> <tr> <td>ECON100 C</td> <td>Principles of Economics-Macro</td> <td>3</td> </tr> <tr> <td colspan="3">or</td> </tr> <tr> <td>ECON100HC</td> <td>Honors Principles of Economics-Macro</td> <td>3</td> </tr> <tr> <td>KIN230 C</td> <td>Introduction to Kinesiology</td> <td>3</td> </tr> <tr> <td>KIN271 C</td> <td>Movement Anatomy</td> <td>3</td> </tr> <tr> <td>KIN248 C</td> <td>Psychology of Sport</td> <td>3</td> </tr> <tr> <td>KIN272 C</td> <td>Strength and Conditioning</td> <td>3</td> </tr> <tr> <td colspan="2">Total Units</td> <td>16-17</td> </tr> </tbody> </table>					Units	KIN247 C	Sports Management	3	KIN249 C	Sport and United States Society	3	KIN295 C	Kinesiology- Internship Seminar	3	REC102 C	Recreation - Sport Leadership and Diverse Groups	3			Units	Activity courses KIN 100-KIN 201		0.5 - 1	COMM105 C	Interpersonal Communication	3	ACCT101 C	Financial Accounting	5	ECON100 C	Principles of Economics-Macro	3	or			ECON100HC	Honors Principles of Economics-Macro	3	KIN230 C	Introduction to Kinesiology	3	KIN271 C	Movement Anatomy	3	KIN248 C	Psychology of Sport	3	KIN272 C	Strength and Conditioning	3	Total Units		16-17	2022 Fall	Based on industry demand and endorsed by the advisory board, we have created this pathway to address student demand, including dual enrollment
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Theatre Arts	<p>Scenic Design Certificate This certificate in scenic design is designed to prepare the student in occupational competency in scenic design for theatre. To earn a certificate, the required courses must be completed as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 24 units. Required Courses (24 units):</p> <table border="1" data-bbox="331 1755 1029 1877"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA100 C</td> <td>Introduction to the Theatre</td> <td>3</td> </tr> <tr> <td>THEA161 C</td> <td>Scenic Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA146 C</td> <td>Scenic Painting</td> <td>3</td> </tr> </tbody> </table>					Units	THEA100 C	Introduction to the Theatre	3	THEA161 C	Scenic Design for Theatre	3	THEA146 C	Scenic Painting	3	2022 Fall	This is the only design element of theatre we do not teach at Cypress, and it should be included as it is critical to our industry.																																							
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THEA146 C	Scenic Painting	3																																																						

NEW DEGREES/CERTIFICATES				
DEGREE			EFF DATE	JUSTIFICATION
	THEA143 C	Stagecraft	3	
	THEA160 C	Computer Drafting for Theatre	3	
	ART182 C	Beginning Drawing	3	
	THEA141 C	Video and Projection Design for Theatre	3	
	THEA144 C	Lighting Design for Theatre	3	
	Total Units		24	
Theatre Arts	Stage Management Certificate The Certificate in Stage Management is designed to prepare the student for occupational competency in the field of Stage Management for live events, such as theatre, opera or dance. To earn a certificate, students must complete the required courses as listed, with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 20-22 units. Required courses (20-22 units)		2022 Fall	Stage Management is one of the most in-demand fields for theatre and yet students seeking training in it are under-served. This certificate allows us to offer a unique program for this lucrative occupation.
		Units		
	THEA110 C	Stage Management for Theatre	3	
	BUS262 C	Principles of Management	3	
	MUS101 C	Music Fundamentals	3	
	THEA111 C	Industry Prep for Theatre	3	
	THEA100 C	Introduction to the Theatre	3	
	or			
	THEA140 C	Introduction to Theatre Design	3	
	THEA101 C	Play Analysis	3	
	or			
	THEA225 C	Directing for the Theatre	3	
	THEA149 C	Stage Crew I- Running	1 - 2	
	or			
	THEA148 C	Production Techniques I	1 - 2	
	THEA150 C	Stage Crew II-Production Preparation	1 - 2	
	or			
	THEA155 C	Production Techniques II	1 - 2	
	or			
	THEA152 C	Stage Crew IV- House-Box Office	1 - 2	
	Total Units		20 - 22	

MODIFY DEGREES/CERTIFICATES				
DEGREE			EFF DATE	JUSTIFICATION
Court Reporting	CART - Communication Access Realtime Translation Certificate The CART (Communication Access Realtime Translation) Certificate will provide the student with an opportunity for future employment as a classroom captionist shadowing a hearing-impaired individual, providing a realtime translation of all proceedings. The training program provides for an internship experience, where students will learn first-hand the job duties of a CART reporter. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. STUDENTS MUST FURNISH THEIR OWN MACHINE AND PAPER. This certificate requires a total of 25.5 units Required courses are listed in suggested sequence (25.5 units):		2022 Fall	Removed: CTRP 040 C, CTRP 041C, CTRP 042 C, CTRP 043C, CTRP 044 C, CTRP 045 C, CTRP 092 C. Add: CTRP 054 C, CTRP 065 C, CTRP 091 C. Total units from 34.5 to 25.5.
		Units		
	CTRP051 C	Court-Conference Reporting: Legal	3	
	CTRP052 C	Court-Conference Reporting: Medical	3	
	CTRP054 C	Two-Four Voice Testimony	3	
	CTRP067 C	Basic Vocabulary Development	2	

MODIFY DEGREES/CERTIFICATES

DEGREE				EFF DATE	JUSTIFICATION																																										
	CTRP068 C	Advanced Vocabulary Development	1.5																																												
	CTRP090 C	Court-Conference Reporting: Literary	3																																												
	CTRP089 C	Court-Conference Reporting: Literary II	3																																												
	CTRP065 C	Advanced CAT Systems	2																																												
	CTRP091 C	Advanced Dictionary Build	2																																												
	CTRP079 C	Internship - CART	3																																												
	Total Units		25.5																																												
Court Reporting	<p>Captioning Certificate The Captioning Certificate is designed to prepare students who are interested in pursuing careers in broadcast captioning, both on-line and off-line, using the latest in realtime technology with specific application software. Students will be encouraged to explore all areas of the captioning arena for future possible employment opportunities. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 29.5 units.</p> <p>Required courses are listed in suggested sequence (29.5 units):</p> <table border="1" data-bbox="342 743 1040 1171"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>CTRP085 C</td> <td>Computer Aided Transcription - Dictionary Building</td> <td>2</td> </tr> <tr> <td>CTRP090 C</td> <td>Court-Conference Reporting: Literary</td> <td>3</td> </tr> <tr> <td>CTRP053 C</td> <td>Court-Conference Reporting: Congressional</td> <td>3</td> </tr> <tr> <td>CTRP054 C</td> <td>Two-Four Voice Testimony</td> <td>3</td> </tr> <tr> <td>CTRP055 C</td> <td>Court-Conference Reporting: Jury Charge</td> <td>3</td> </tr> <tr> <td>CTRP056 C</td> <td>Court-Conference Reporting: Jury Charge 2</td> <td>3</td> </tr> <tr> <td>CTRP089 C</td> <td>Court-Conference Reporting: Literary II</td> <td>3</td> </tr> <tr> <td>CTRP096 C</td> <td>Court-Conference Reporting: Literary III</td> <td>3</td> </tr> <tr> <td>CTRP068 C</td> <td>Advanced Vocabulary Development</td> <td>1.5</td> </tr> <tr> <td>CTRP091 C</td> <td>Advanced Dictionary Build</td> <td>2</td> </tr> <tr> <td>CTRP088 C</td> <td>Internship - Captioning</td> <td>3</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>29.5</td> </tr> </tbody> </table>					Units	CTRP085 C	Computer Aided Transcription - Dictionary Building	2	CTRP090 C	Court-Conference Reporting: Literary	3	CTRP053 C	Court-Conference Reporting: Congressional	3	CTRP054 C	Two-Four Voice Testimony	3	CTRP055 C	Court-Conference Reporting: Jury Charge	3	CTRP056 C	Court-Conference Reporting: Jury Charge 2	3	CTRP089 C	Court-Conference Reporting: Literary II	3	CTRP096 C	Court-Conference Reporting: Literary III	3	CTRP068 C	Advanced Vocabulary Development	1.5	CTRP091 C	Advanced Dictionary Build	2	CTRP088 C	Internship - Captioning	3				Total Units		29.5	2022 Fall	Removed: CTRP 092 C Add: CTRP 053 C, CTRP 054 C, CTRP 055 C, CTRP 056 C. Total units from 19 to 29.5.
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Court Reporting	<p>Computer Editor (Scopist) Certificate The Computer Editor (Scopist) Certificate prepares the student for employment in the field of court reporting working one-on-one with a Certified Shorthand Reporter to prepare and edit official transcripts for court, depositions, hearings, and other venues. STUDENTS MUST FURNISH THEIR OWN MACHINE AND PAPER. To earn a certificate, the student must complete the required courses as listed with a minimum grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 16.5 units.</p> <p>Required courses are listed in suggested sequence (14.5 units):</p> <table border="1" data-bbox="342 1398 1040 1703"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>CTRP 040 C</td> <td>Beginning Machine Shorthand Theory</td> <td>3</td> </tr> <tr> <td>CTRP 041 C</td> <td>Court Reporting Theory Review</td> <td>3</td> </tr> <tr> <td>CTRP071 C</td> <td>Legal Terminology and Rhetoric</td> <td>3</td> </tr> <tr> <td>CTRP 073AC</td> <td>Spelling for Modern Business</td> <td>1</td> </tr> <tr> <td>CTRP 073BC</td> <td>Punctuation for Court Reporting</td> <td>1</td> </tr> <tr> <td>CTRP 073CC</td> <td>Formatting, Style and Usage</td> <td>1</td> </tr> <tr> <td>CTRP 073DC</td> <td>Proofreading</td> <td>1</td> </tr> <tr> <td>CTRP 097 C</td> <td>Internship - Scoping and Editing</td> <td>1.5</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Electives: Select two units from the following courses (2 units):</p> <table border="1" data-bbox="342 1738 1040 1797"> <tbody> <tr> <td>CTRP083 C</td> <td>Computer Aided Transcription - Stenograph</td> <td>2</td> </tr> <tr> <td>CTRP084 C</td> <td>Computer Aided Transcription - Eclipse</td> <td>2</td> </tr> </tbody> </table> <table border="1" data-bbox="342 1822 1040 1879"> <tbody> <tr> <td>Total Units</td> <td></td> <td>16.5</td> </tr> </tbody> </table>					Units	CTRP 040 C	Beginning Machine Shorthand Theory	3	CTRP 041 C	Court Reporting Theory Review	3	CTRP071 C	Legal Terminology and Rhetoric	3	CTRP 073AC	Spelling for Modern Business	1	CTRP 073BC	Punctuation for Court Reporting	1	CTRP 073CC	Formatting, Style and Usage	1	CTRP 073DC	Proofreading	1	CTRP 097 C	Internship - Scoping and Editing	1.5				CTRP083 C	Computer Aided Transcription - Stenograph	2	CTRP084 C	Computer Aided Transcription - Eclipse	2	Total Units		16.5	2022 Fall	Removed: CIS 100 C, CIS 111 C, CIS 107 C, CTRP 082 C, CTRP 067 C, CTRP 068 C, HS 145 C, MGT 055 C, MGT 143 C. Total units from 22 to 16.5			
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Court Reporting	<p>Legal Administrative Assistant Certificate This certificate prepares the student to work in a variety of venues related to the legal profession including positions as a legal administrative assistant in a law office, or in the court system, and in a variety of other legal settings. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 19 units. Required courses are listed in suggested sequence: (19 units)</p> <table border="1"> <thead> <tr><th></th><th></th><th>Units</th></tr> </thead> <tbody> <tr><td>CTRP073AC</td><td>Spelling for Modern Business</td><td>1</td></tr> <tr><td>CTRP073BC</td><td>Punctuation for Court Reporting</td><td>1</td></tr> <tr><td>CTRP071 C</td><td>Legal Terminology and Rhetoric</td><td>3</td></tr> <tr><td>CIS 102 C</td><td>MS Word Business Applications</td><td>4</td></tr> <tr><td>CTRP072 C</td><td>Legal Procedures</td><td>4</td></tr> <tr><td>BUS055 C</td><td>Business English</td><td>3</td></tr> <tr><td>BUS143 C</td><td>Introduction to Legal Research</td><td>1</td></tr> <tr><td>CTRP080 C</td><td>Internship: Law Office</td><td>2</td></tr> <tr><td colspan="2">Total units</td><td>19</td></tr> </tbody> </table> <p>**Recommended Advisory: California Notary Public license</p>			Units	CTRP073AC	Spelling for Modern Business	1	CTRP073BC	Punctuation for Court Reporting	1	CTRP071 C	Legal Terminology and Rhetoric	3	CIS 102 C	MS Word Business Applications	4	CTRP072 C	Legal Procedures	4	BUS055 C	Business English	3	BUS143 C	Introduction to Legal Research	1	CTRP080 C	Internship: Law Office	2	Total units		19		2022 Fall	Removed: CIS 150 C. Course prefix update: MGT 055 C to BUS 055 C, MGT 143 C to BUS 143 C. Total units from 22 to 19.																								
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Court Reporting	<p>Legal Videography Certificate The Legal Videography Certificate is designed to prepare students to work in the field of legal videography in a variety of settings including, but not limited to the following: court, depositions, hearings, and other venues using the latest in videography equipment to record the proceedings. To earn a certificate, the student must complete the required courses with a grade of C or better. 50 percent of all coursework must be completed at Cypress College. This certificate requires a total of 18.5 units. Required courses are listed in suggested sequence (18.5 units):</p> <table border="1"> <thead> <tr><th></th><th></th><th>Units</th></tr> </thead> <tbody> <tr><td>CTRP 071 C</td><td>Legal Terminology and Rhetoric</td><td>3</td></tr> <tr><td>CTRP 072 C</td><td>Legal Procedures</td><td>4</td></tr> <tr><td>CTRP 076 C</td><td>Court and Deposition Procedures</td><td>3</td></tr> <tr><td>BUS 240 C</td><td>Legal Environment of Business</td><td>3</td></tr> <tr><td>BUS 143 C</td><td>Introduction to Legal Research</td><td>1</td></tr> <tr><td>CTRP 063 C</td><td>Internship: Legal Videography</td><td>1.5</td></tr> <tr><td>HS 145 C</td><td>Survey of Medical Terminology</td><td>3</td></tr> <tr><td colspan="2">Total Units</td><td>18.5</td></tr> </tbody> </table>			Units	CTRP 071 C	Legal Terminology and Rhetoric	3	CTRP 072 C	Legal Procedures	4	CTRP 076 C	Court and Deposition Procedures	3	BUS 240 C	Legal Environment of Business	3	BUS 143 C	Introduction to Legal Research	1	CTRP 063 C	Internship: Legal Videography	1.5	HS 145 C	Survey of Medical Terminology	3	Total Units		18.5		2022 Fall	Course prefix update: MGT 143 C to BUS 143 C, MGT 240 C to BUS 240 C. Total units remain the same.																											
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MODIFY DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																							
Court Reporting	<p>Proofreading Certificate This certificate provides the student with the necessary knowledge, skills, and background to work in the field of court reporting as a proofreader. To earn a certificate, a student must complete the required courses as listed with a grade of C or better. At least 50 percent of all course work must be completed at Cypress College. This certificate requires a total of 20 units.</p> <p>Required courses are listed in suggested sequence (20 units):</p> <table border="1" data-bbox="342 478 1040 905"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>CTRP040 C</td><td>Beginning Machine Shorthand Theory</td><td>3</td></tr> <tr><td>CTRP041 C</td><td>Court Reporting Theory Review</td><td>3</td></tr> <tr><td>CTRP073AC</td><td>Spelling for Modern Business</td><td>1</td></tr> <tr><td>CTRP073BC</td><td>Punctuation for Court Reporting</td><td>1</td></tr> <tr><td>CTRP073CC</td><td>Formatting, Style and Usage</td><td>1</td></tr> <tr><td>CTRP073DC</td><td>Proofreading</td><td>1</td></tr> <tr><td>CTRP067 C</td><td>Basic Vocabulary Development</td><td>2</td></tr> <tr><td>CTRP068 C</td><td>Advanced Vocabulary Development</td><td>1.5</td></tr> <tr><td>BUS055 C</td><td>Business English</td><td>3</td></tr> <tr><td>CTRP093 C</td><td>Information Technology-CTRP</td><td>2</td></tr> <tr><td>CTRP086 C</td><td>Internship - Proofreading</td><td>1.5</td></tr> <tr><td colspan="2">Total Units</td><td>20</td></tr> </tbody> </table>			Units	CTRP040 C	Beginning Machine Shorthand Theory	3	CTRP041 C	Court Reporting Theory Review	3	CTRP073AC	Spelling for Modern Business	1	CTRP073BC	Punctuation for Court Reporting	1	CTRP073CC	Formatting, Style and Usage	1	CTRP073DC	Proofreading	1	CTRP067 C	Basic Vocabulary Development	2	CTRP068 C	Advanced Vocabulary Development	1.5	BUS055 C	Business English	3	CTRP093 C	Information Technology-CTRP	2	CTRP086 C	Internship - Proofreading	1.5	Total Units		20	2022 Fall	Course Prefix: MGT 055 C to BUS 055 C. Revision of units: CTRP 041 C. Total units from 18 to 20.
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Energy and Sustainable Technologies	<p>Solar Energy Certificate The Solar Energy Certificate provides students with a career path for attaining the communication skills, practical knowledge, and technical training necessary for pursuing a career in solar technologies certification. Students completing this certificate will develop an advanced understanding of the technologies involved in the solar energy industry. To earn this certificate, complete the required courses as listed with a grade of C or better. At least 50% of all major course work must be completed at Cypress College. This certificate requires a total of 18 units.</p> <p>Required courses are listed in suggested sequence (18 units):</p> <table border="1" data-bbox="342 1171 1040 1472"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>EST100 C</td><td>Renewable and Sustainable Energy</td><td>3</td></tr> <tr><td>EST110 C</td><td>Climate Change & Global Responsibility</td><td>3</td></tr> <tr><td>EST120 C</td><td>Energy Efficiency 1-Sustainable Building Science</td><td>3</td></tr> <tr><td>EST130 C</td><td>Energy Efficiency 2-Sustainable Commercial Building Science</td><td>3</td></tr> <tr><td>EST135 C</td><td>Solar Concentrators-Hot Water</td><td>3</td></tr> <tr><td>AC/R105 C</td><td>Electricity for Air Conditioning and Refrigeration I</td><td>3</td></tr> <tr><td colspan="2">Total Units</td><td>18</td></tr> </tbody> </table>			Units	EST100 C	Renewable and Sustainable Energy	3	EST110 C	Climate Change & Global Responsibility	3	EST120 C	Energy Efficiency 1-Sustainable Building Science	3	EST130 C	Energy Efficiency 2-Sustainable Commercial Building Science	3	EST135 C	Solar Concentrators-Hot Water	3	AC/R105 C	Electricity for Air Conditioning and Refrigeration I	3	Total Units		18	2022 Fall	Course title and units updated for EST 110 C, EST 120 C, EST 130 C Total units from 16 to 18.															
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Energy and Sustainable Technologies	<p>Sustainability Certificate The Sustainable Certificate provides students with a career path for attaining the communication skills, practical knowledge, and technical training necessary for pursuing a career in sustainable technologies certification. Students completing this certificate will develop an advanced understanding of the technologies involved in the sustainable energy industry. To earn this certificate, complete the required courses as listed with a grade of C or better. At least 50% of all major course work must be Completed at Cypress College. This certificate requires a total of 17 units.</p> <p>Required courses are listed in suggested sequence (17 units):</p> <table border="1" data-bbox="342 1738 1040 1900"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>EST100 C</td><td>Renewable and Sustainable Energy</td><td>3</td></tr> <tr><td>EST110 C</td><td>Climate Change & Global Responsibility</td><td>3</td></tr> <tr><td>EST120 C</td><td>Energy Efficiency 1-Sustainable Building Science</td><td>3</td></tr> <tr><td>EST130 C</td><td>Energy Efficiency 2-Sustainable Commercial Building</td><td>3</td></tr> </tbody> </table>			Units	EST100 C	Renewable and Sustainable Energy	3	EST110 C	Climate Change & Global Responsibility	3	EST120 C	Energy Efficiency 1-Sustainable Building Science	3	EST130 C	Energy Efficiency 2-Sustainable Commercial Building	3	2022 Fall	Program title updated from Sustainable Energy. Course title and units updated for EST 110 C, EST 120 C, EST 130 C Remove: EST 135 C, EST 140 C, EST 145 C, EST 150 C, AC/R 100 C, AC/R 105 C Add: AC/R 137 C, AC/R 135 C, AC/R																								
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MODIFY DEGREES/CERTIFICATES

DEGREE				EFF DATE	JUSTIFICATION																																																																																																
		Science			055 C Total units from 22 to 17.																																																																																																
	AC/R137 C	Blueprints and Dimension Analysis	2																																																																																																		
	AC/R135 C	Sustainability Design & Application	2																																																																																																		
	AC/R055 C	Technician Customer Relations	1																																																																																																		
	Total Units		17																																																																																																		
Dance	<p>Dance Associate in Arts Degree Students will receive a well-rounded dance education that will prepare them to transfer as dance majors or to teach, choreograph, and perform at various community and private venues. To earn an Associate Degree student must complete: (1) all major course requirements with a grade of C or better; (2) Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; (3) social justice, equity, and sustainability and reading requirements; (4) any elective courses to complete a minimum of 60 units; and, (5) have a minimum GPA of 2.0. At least 50% of all major course work must be completed at Cypress College. Courses that fulfill major requirements for an Associate Degree at Cypress College might not be the same as those required for completing the major at a transfer institution offering a Baccalaureate Degree. For information on specific university requirements, please consult with your counselor, or visit the Transfer Center. This degree requires 23-25 units in the major, in addition to other degree requirements.</p> <p>Required Courses (19-20 units):</p> <table border="1" data-bbox="342 800 1040 1440"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>DANC101 C</td> <td>Multicultural Dance in the US</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC100 C</td> <td>Introduction to Dance Appreciation</td> <td>3</td> </tr> <tr> <td>DANC105 C</td> <td>Ballet I</td> <td>2</td> </tr> <tr> <td>DANC106 C</td> <td>Ballet II</td> <td>2</td> </tr> <tr> <td>DANC107 C</td> <td>Modern Dance I</td> <td>2</td> </tr> <tr> <td>DANC108 C</td> <td>Modern Dance II</td> <td>2</td> </tr> <tr> <td>DANC111 C</td> <td>Jazz Dance I</td> <td>2</td> </tr> <tr> <td>DANC112 C</td> <td>Jazz Dance II</td> <td>2</td> </tr> <tr> <td>DANC202 C</td> <td>Elements of Choreography</td> <td>2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC109 C</td> <td>Dance Improvisation</td> <td>2</td> </tr> <tr> <td>DANC141 C</td> <td>Performance Class I</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC142 C</td> <td>Performance Class II</td> <td>2 - 3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC143 C</td> <td>Performance Class III</td> <td>2 - 3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC144 C</td> <td>Performance Class IV</td> <td>2 - 3</td> </tr> </tbody> </table> <p>Elective courses: List A select 2 courses from the following (2 units):</p> <table border="1" data-bbox="342 1465 1040 1612"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>DANC130 C</td> <td>Afro-Caribbean Dance</td> <td>1</td> </tr> <tr> <td>DANC136 C</td> <td>Middle Eastern Dance</td> <td>1</td> </tr> <tr> <td>DANC137 C</td> <td>Latin and Swing Dance</td> <td>1</td> </tr> </tbody> </table> <p>Elective courses: List B select 2-3 units from the following:</p> <table border="1" data-bbox="342 1644 1040 1883"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>DANC140 C</td> <td>Summer Dance Festival I</td> <td>1.5 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC145 C</td> <td>Summer Dance Festival II</td> <td>1.5 - 2</td> </tr> <tr> <td>DANC203 C</td> <td>Dance Production I</td> <td>0.5 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>DANC206 C</td> <td>Dance Production II</td> <td>0.5 - 2</td> </tr> <tr> <td>DANC205 C</td> <td>Dance Ensemble</td> <td>1 - 2</td> </tr> </tbody> </table>					Units	DANC101 C	Multicultural Dance in the US	3		or		DANC100 C	Introduction to Dance Appreciation	3	DANC105 C	Ballet I	2	DANC106 C	Ballet II	2	DANC107 C	Modern Dance I	2	DANC108 C	Modern Dance II	2	DANC111 C	Jazz Dance I	2	DANC112 C	Jazz Dance II	2	DANC202 C	Elements of Choreography	2		or		DANC109 C	Dance Improvisation	2	DANC141 C	Performance Class I	3		or		DANC142 C	Performance Class II	2 - 3		or		DANC143 C	Performance Class III	2 - 3		or		DANC144 C	Performance Class IV	2 - 3			Units	DANC130 C	Afro-Caribbean Dance	1	DANC136 C	Middle Eastern Dance	1	DANC137 C	Latin and Swing Dance	1			Units	DANC140 C	Summer Dance Festival I	1.5 - 2		or		DANC145 C	Summer Dance Festival II	1.5 - 2	DANC203 C	Dance Production I	0.5 - 2		or		DANC206 C	Dance Production II	0.5 - 2	DANC205 C	Dance Ensemble	1 - 2	2022 Fall	Course title update: THEA 144 C, THEA 145 C Total units remain the same.
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DANC205 C	Dance Ensemble	1 - 2																																																																																																			

MODIFY DEGREES/CERTIFICATES

DEGREE				EFF DATE	JUSTIFICATION																											
	THEA120 C	Acting I	3																													
	THEA144 C	Lighting Design for Theatre	3																													
	THEA145 C	Costume Design for Theatre	3																													
	Total Units		23 - 25																													
English as a Second Language	<p>ESL Milestone Certificate- Pathway to Transfer: Language Arts/Oral Communication</p> <p>The Guided Pathways ESL Milestone certificate program is designed to prepare English Language learners (ELLs) for the academic rigor of degree-applicable coursework in various Guided Pathways Meta Majors. Students completing these certificates have achieved academic English reading and writing skills at an advanced, post-secondary level; they have also achieved success in prerequisite or introductory coursework in a variety of degree, certificate, or general education patterns. These two elements combine to demonstrate significant achievement of a milestone along their pathways to degrees, certificates, or transfer. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 18 units.</p> <p>Required ESL courses are listed in suggested sequence (15 units):</p> <table border="1" data-bbox="342 722 1040 848"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ESL107 C</td> <td>High-Intermediate Academic Reading/Writing</td> <td>5</td> </tr> <tr> <td>ESL108 C</td> <td>Advanced Academic Reading/Writing 1</td> <td>5</td> </tr> <tr> <td>ESL109 C</td> <td>Advanced Academic Reading/Writing 2</td> <td>5</td> </tr> </tbody> </table> <p>Complete one Communication Studies course (3 units):</p> <table border="1" data-bbox="342 873 1040 999"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>COMM100 C</td> <td>Human Communication</td> <td>3</td> </tr> <tr> <td>COMM100HC</td> <td>Honors Human Communication</td> <td>3</td> </tr> <tr> <td>COMM 110 C</td> <td>Mediated Oral Communication</td> <td>3</td> </tr> </tbody> </table> <p>Total Units 18</p>					Units	ESL107 C	High-Intermediate Academic Reading/Writing	5	ESL108 C	Advanced Academic Reading/Writing 1	5	ESL109 C	Advanced Academic Reading/Writing 2	5			Units	COMM100 C	Human Communication	3	COMM100HC	Honors Human Communication	3	COMM 110 C	Mediated Oral Communication	3	2022 Fall	Add COMM 110 C effective Fall 2022. Total units remain the same, previously board approved 12/15/2020.			
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English as a Second Language	<p>ESL Milestone Certificate: Pathway to Kinesiology and Public Health</p> <p>The Guided Pathways ESL Milestone certificate program is designed to prepare English Language learners (ELLs) for the academic rigor of degree-applicable coursework in various Guided Pathways. Students completing these certificates have achieved academic English reading and writing skills at an advanced, post-secondary level; they have also achieved success in prerequisite or introductory coursework in a variety of degree, certificate, or general education patterns. These two elements combine to demonstrate significant achievement of a milestone along their pathways to Kinesiology degrees, certificates, or transfer. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 18 units.</p> <p>Complete the Required ESL courses listed in sequence (15 units):</p> <table border="1" data-bbox="342 1398 1040 1524"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ESL107 C</td> <td>High-Intermediate Academic Reading/Writing</td> <td>5</td> </tr> <tr> <td>ESL108 C</td> <td>Advanced Academic Reading/Writing 1</td> <td>5</td> </tr> <tr> <td>ESL109 C</td> <td>Advanced Academic Reading/Writing 2</td> <td>5</td> </tr> </tbody> </table> <p>Select One Pathway:</p> <p>For the AA-T in Kinesiology or AA Degree in Kinesiology Pathway, complete one of the following courses (3 units)</p> <table border="1" data-bbox="342 1650 1040 1776"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>KIN230 C</td> <td>Introduction to Kinesiology</td> <td>3</td> </tr> <tr> <td>KIN235 C</td> <td>First Aid, CPR and Emergencies</td> <td>3</td> </tr> </tbody> </table> <p>For the Fitness Specialist Certificate, Aquatics Specialist Certificate, or Athletic Coach Certificate Pathway, complete the following course (3 units)</p> <table border="1" data-bbox="342 1818 1040 1883"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>KIN235 C</td> <td>First Aid, CPR and Emergencies</td> <td>3</td> </tr> </tbody> </table>					Units	ESL107 C	High-Intermediate Academic Reading/Writing	5	ESL108 C	Advanced Academic Reading/Writing 1	5	ESL109 C	Advanced Academic Reading/Writing 2	5			Units	KIN230 C	Introduction to Kinesiology	3	KIN235 C	First Aid, CPR and Emergencies	3			Units	KIN235 C	First Aid, CPR and Emergencies	3	2022 Fall	Revising title on REC 102 C. Total units remain the same.
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ESL107 C	High-Intermediate Academic Reading/Writing	5																														
ESL108 C	Advanced Academic Reading/Writing 1	5																														
ESL109 C	Advanced Academic Reading/Writing 2	5																														
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KIN230 C	Introduction to Kinesiology	3																														
KIN235 C	First Aid, CPR and Emergencies	3																														
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Health Science	<p>General Studies Health Sciences Associate in Arts Degree The Health Sciences Associate in Arts Degree provides students with a scope of knowledge and broad overview for attaining the communication skills, practical knowledge, and training necessary for a variety of careers in the Health Science area. Students completing this degree will develop a basic understanding of the healing arts and healthcare professions and how they interrelate. The Health Sciences Associate in Arts Degree empowers the student to see Dental, Funeral Service, Health Information, Nursing, Psychiatric Technology, and Radiology Technology, through the prism of healthcare professions. Key concepts in general education are reinforced by their connection to the helping professions in healthcare. Bridging the wisdom of the ages with contemporary innovations, this program offers a well-rounded education with insight to opportunities in our modern world. Requirements for the General Studies Degree in Health Sciences are listed under the Health Science section of this catalog, and include: • Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; • Three (3) units of Social Justice, Equity, and Sustainability. These units must be chosen from the Social Justice, Equity, and Sustainability list; • Completion of Reading Proficiency requirement; • Completion of at least 18 units. (Note: Where appropriate, courses may also be counted for a GE area). At least 50% of all course work must be completed at Cypress College; • Completion of additional degree-applicable classes for a total of 60 units (see Non-Degree Credit Courses for description of classes that are non-degree applicable); • A 2.0 (C) overall GPA and a 2.0 (C) in all courses taken in the Area of Emphasis. NOTE: This degree is not intended for students pursuing other Health Science major degrees. This degree requires a total of 18 units in addition to other degree requirements.</p> <p>Students must complete 9 units from the following restricted list of courses:</p> <table border="1"> <tr> <td></td> <td></td> <td align="right">Units</td> </tr> <tr> <td>CHEM101 C</td> <td>Chemistry for Health Science Majors I</td> <td align="right">4.5</td> </tr> <tr> <td>BIOL231 C</td> <td>General Human Anatomy</td> <td align="right">4</td> </tr> <tr> <td>BIOL160 C</td> <td>Integrated Medical Science</td> <td align="right">3</td> </tr> <tr> <td>BIOL210 C</td> <td>Anatomy and Physiology</td> <td align="right">5</td> </tr> <tr> <td>PSY101 C</td> <td>Introduction to Psychology</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PSY101HC</td> <td>Honors Introduction to Psychology</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC101 C</td> <td>Introduction to Sociology</td> <td align="right">3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC101HC</td> <td>Honors Introduction to Sociology</td> <td align="right">3</td> </tr> <tr> <td>HS145 C</td> <td>Survey of Medical Terminology</td> <td align="right">3</td> </tr> <tr> <td>HS147 C</td> <td>Survey of Disease</td> <td align="right">3</td> </tr> <tr> <td>HS161 C</td> <td>Dying/Death and Grief/Mourning</td> <td align="right">3</td> </tr> <tr> <td>ENGL100 C</td> <td>College Writing</td> <td align="right">4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ENGL100HC</td> <td>Honors College Writing</td> <td align="right">4</td> </tr> <tr> <td>COMM050 C</td> <td>Effective Communication</td> <td align="right">3</td> </tr> </table>			Units	CHEM101 C	Chemistry for Health Science Majors I	4.5	BIOL231 C	General Human Anatomy	4	BIOL160 C	Integrated Medical Science	3	BIOL210 C	Anatomy and Physiology	5	PSY101 C	Introduction to Psychology	3		or		PSY101HC	Honors Introduction to Psychology	3		or		SOC101 C	Introduction to Sociology	3		or		SOC101HC	Honors Introduction to Sociology	3	HS145 C	Survey of Medical Terminology	3	HS147 C	Survey of Disease	3	HS161 C	Dying/Death and Grief/Mourning	3	ENGL100 C	College Writing	4		or		ENGL100HC	Honors College Writing	4	COMM050 C	Effective Communication	3	2022 Fall	Add COMM 110 C effective Fall 2022. Total units remain the same, previously board approved 11/9/2021
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	COMM100 C	Human Communication	3	
		or		
	COMM100HC	Honors Human Communication	3	
		or		
	COMM 110 C	Mediated Oral Communication	3	
	MATH040 C	Intermediate Algebra	4	
	MATH041 C	Combined Algebra I and II	6	
	<p>Electives: To complete all course requirements, students must complete 9 additional units from one of the concentration areas below.</p>			
	Health Science concentration:			
			Units	
	HS277 C	Cultural Awareness and the Health Care System	3	
	HS165 C	Ethical and Legal Issues	1.5	
	HS161 C	Dying/Death and Grief/Mourning	3	
	HS147 C	Survey of Disease	3	
	HS099 C	Health Science Independent Study	0.5 - 2	
	HS070 C	Health Care Communication	0.5 - 1	
	HS076 C	CPR for Health Care Providers	1	
	HS050 C	Preparation for Health Science	3	
	CIS111 C	Computer Information Systems	3	
	Dental concentration:			
			Units	
	DA016 C	Dental Materials	3	
	DA061 C	Oral Anatomy/Dental Assisting	3	
	DA062 C	Preventive Dental Health-Basics	3	
	DA063 C	Chairside Assisting I	3	
	DA065 C	Radiology/Dental Assisting	3	
	DA066 C	Radiology II/Dental Assisting	1	
	DH101 C	Dental Anatomy and Morphology	2	
	DH104 C	Oral Health Assessment	3	
	DH106 C	Radiology Technician - Hygienists	3	
	DH109 C	Pre-Clinical Dental Hygiene	5	
	DH105 C	Oral Embryology and Histology	2	
	Health Records concentration:			
			Units	
	HI101 C	Health Information Management	3	
	HI102 C	Legal Aspects of Health Care	3	
	HI103 C	Healthcare Data Analysis	3	
	HI114 C	Beginning ICD-10-CM and ICD-10-PCS Coding	3	
	Funeral Service concentration:			
			Units	
	MORT201 C	Funeral Directing	5	
	MORT202 C	Funeral Service Administration I	4	
	MORT203 C	Methods of Disposition	4	
	Imaging concentration:			
			Units	
	RADT142 C	Radiologic Electronics	4	
	RADT153 C	Radiography Patient Care	3	
	CIS111 C	Computer Information Systems	3	

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	DMS160 C Introduction to Sonography DMS170 C Sonography Physics DMS175 C Abdomen Sonography RADT146 C Introduction to Radiography RADT148 C Radiology Imaging Techniques RADT150 C Radiographic Positioning I	<table border="1"> <tr><td></td><td align="right">2</td></tr> <tr><td></td><td align="right">3.5</td></tr> <tr><td></td><td align="right">4</td></tr> <tr><td></td><td align="right">4</td></tr> <tr><td></td><td align="right">4</td></tr> <tr><td></td><td align="right">5</td></tr> </table>		2		3.5		4		4		4		5																																																											
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Kinesiology	<p>Aquatics Specialist Certificate Primary emphasis is to prepare the student for occupational competency in swimming instruction as recommended by the state of California and the American Red Cross. Course work in KIN 235 C, KIN 255 C, and KIN 256 C may use credit for prior learning approval based on current Red Cross certification in First Aid and CPR, Life Guarding and Water Safety Instruction at the discretion of the division. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 16-17 units.</p> <p>Required courses: (5 units)</p> <table border="1"> <tr><td></td><td></td><td align="right">Units</td></tr> <tr><td>KIN112 C</td><td>Swimming - Intermediate-Advanced</td><td align="right">1</td></tr> <tr><td>KIN235 C</td><td>First Aid, CPR and Emergencies</td><td align="right">3</td></tr> <tr><td>KIN255 C</td><td>Lifeguarding</td><td align="right">1</td></tr> </table> <p>(see counselor if kinesiology major)</p> <p>Select 11-12 units from electives listed below.</p> <table border="1"> <tr><td></td><td></td><td align="right">Units</td></tr> <tr><td>KIN110 C</td><td>Surfing</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN114 C</td><td>Springboard Diving</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN115 C</td><td>Springboard Diving-Intermediate-Advanced</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN116 C</td><td>Swim for Fitness</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN117 C</td><td>Water Aerobics</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN118 C</td><td>Aqua Zumba</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN119 C</td><td>Aqua Bootcamp</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN192 C</td><td>Water Polo</td><td align="right">0.5 - 1</td></tr> <tr><td>KIN236 C</td><td>Athletic Injuries-Prevention and Care</td><td align="right">3</td></tr> <tr><td>KIN247 C</td><td>Sports Management</td><td align="right">3</td></tr> <tr><td>KIN248 C</td><td>Psychology of Sport</td><td align="right">3</td></tr> <tr><td>KIN295 C</td><td>Kinesiology- Internship Seminar</td><td align="right">3</td></tr> <tr><td>KIN256 C</td><td>Water Safety Instruction</td><td align="right">2</td></tr> <tr><td>PHS270 C</td><td>Nutrition Science and Application</td><td align="right">3</td></tr> <tr><td></td><td>or</td><td></td></tr> <tr><td>PHS270HC</td><td>Honors Nutrition Science and Application</td><td align="right">3</td></tr> <tr><td>REC100 C</td><td>Foundations of Recreation and Leisure Services</td><td align="right">3</td></tr> <tr><td></td><td>or</td><td></td></tr> </table>				Units	KIN112 C	Swimming - Intermediate-Advanced	1	KIN235 C	First Aid, CPR and Emergencies	3	KIN255 C	Lifeguarding	1			Units	KIN110 C	Surfing	0.5 - 1	KIN114 C	Springboard Diving	0.5 - 1	KIN115 C	Springboard Diving-Intermediate-Advanced	0.5 - 1	KIN116 C	Swim for Fitness	0.5 - 1	KIN117 C	Water Aerobics	0.5 - 1	KIN118 C	Aqua Zumba	0.5 - 1	KIN119 C	Aqua Bootcamp	0.5 - 1	KIN192 C	Water Polo	0.5 - 1	KIN236 C	Athletic Injuries-Prevention and Care	3	KIN247 C	Sports Management	3	KIN248 C	Psychology of Sport	3	KIN295 C	Kinesiology- Internship Seminar	3	KIN256 C	Water Safety Instruction	2	PHS270 C	Nutrition Science and Application	3		or		PHS270HC	Honors Nutrition Science and Application	3	REC100 C	Foundations of Recreation and Leisure Services	3		or		2022 Fall	Add: KIN 118 C, KIN 119 C, REC 100 C, REC 101 C, PHS 270 C, PHS 270HC Removed: KIN 270 C, 270HC Revising title on REC 102 C. Total units from 16 to 16-17.
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Kinesiology	<p>Kinesiology Associate in Arts Degree This program is designed to prepare students with a knowledgeable base of physical fitness, health practices, and professional activities for entry into the discipline of physical education/kinesiology/athletics. Further specialization is possible by combining the Associate of Arts Degree with electives chosen from a certificate program in fitness, aquatics, or coaching. A student may also elect to work toward a transfer program preparing for entry to a four-year institution. To earn an Associate Degree student must complete: (1) all major course requirements with a grade of C or better; (2) Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; (3) Social Justice, Equity and Sustainability and reading requirements; (4) any elective courses to complete a minimum of 60 units; and, (5) have a minimum GPA of 2.0. At least 50% of all major course work must be completed at Cypress College. Courses that fulfill major requirements for an Associate Degree at Cypress College might not be the same as those required for completing the major at a transfer institution offering a Baccalaureate Degree. For information on specific university requirements, please consult with your counselor, or visit the Transfer Center. This degree requires completion of 18-20 units, in addition to other degree requirements.</p> <p>Required courses are listed in suggested sequence (9-11 units):</p> <table border="1" data-bbox="342 863 1040 1377"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>BIOL101 C</td> <td>General Biology</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL101HC</td> <td>Honors General Biology</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL102 C</td> <td>Human Biology</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL160 C</td> <td>Integrated Medical Science</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL210 C</td> <td>Anatomy and Physiology</td> <td>5</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL231 C</td> <td>General Human Anatomy</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL241 C</td> <td>General Human Physiology</td> <td>4</td> </tr> <tr> <td>KIN230 C</td> <td>Introduction to Kinesiology</td> <td>3</td> </tr> <tr> <td colspan="2">Select at least 3 units from Kinesiology activity courses KIN 100 - 222</td> <td>3</td> </tr> </tbody> </table> <p>Elective Courses: Select from the following (9 units):</p> <table border="1" data-bbox="342 1402 1040 1892"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>KIN231 C</td> <td>Elementary School Movement-Kinesiology</td> <td>3</td> </tr> <tr> <td>KIN235 C</td> <td>First Aid, CPR and Emergencies</td> <td>3</td> </tr> <tr> <td>KIN236 C</td> <td>Athletic Injuries-Prevention and Care</td> <td>3</td> </tr> <tr> <td>KIN240 C</td> <td>Sports Officiating</td> <td>3</td> </tr> <tr> <td>KIN241 C</td> <td>Theory of Coaching Basketball</td> <td>3</td> </tr> <tr> <td>KIN242 C</td> <td>Theory of Coaching Baseball</td> <td>3</td> </tr> <tr> <td>KIN244 C</td> <td>Lifetime Fitness and Wellness</td> <td>3</td> </tr> <tr> <td>KIN247 C</td> <td>Sports Management</td> <td>3</td> </tr> <tr> <td>KIN248 C</td> <td>Psychology of Sport</td> <td>3</td> </tr> <tr> <td>KIN249 C</td> <td>Sport and United States Society</td> <td>3</td> </tr> <tr> <td>KIN271 C</td> <td>Movement Anatomy</td> <td>3</td> </tr> <tr> <td>KIN272 C</td> <td>Strength and Conditioning</td> <td>3</td> </tr> <tr> <td>KIN273 C</td> <td>Exercise Physiology</td> <td>3</td> </tr> <tr> <td>KIN274 C</td> <td>Exercise Testing and Prescription</td> <td>3</td> </tr> <tr> <td>KIN295 C</td> <td>Kinesiology- Internship Seminar</td> <td>3</td> </tr> </tbody> </table>					Units	BIOL101 C	General Biology	4		or		BIOL101HC	Honors General Biology	4		or		BIOL102 C	Human Biology	3		or		BIOL160 C	Integrated Medical Science	3		or		BIOL210 C	Anatomy and Physiology	5		or		BIOL231 C	General Human Anatomy	4		or		BIOL241 C	General Human Physiology	4	KIN230 C	Introduction to Kinesiology	3	Select at least 3 units from Kinesiology activity courses KIN 100 - 222		3			Units	KIN231 C	Elementary School Movement-Kinesiology	3	KIN235 C	First Aid, CPR and Emergencies	3	KIN236 C	Athletic Injuries-Prevention and Care	3	KIN240 C	Sports Officiating	3	KIN241 C	Theory of Coaching Basketball	3	KIN242 C	Theory of Coaching Baseball	3	KIN244 C	Lifetime Fitness and Wellness	3	KIN247 C	Sports Management	3	KIN248 C	Psychology of Sport	3	KIN249 C	Sport and United States Society	3	KIN271 C	Movement Anatomy	3	KIN272 C	Strength and Conditioning	3	KIN273 C	Exercise Physiology	3	KIN274 C	Exercise Testing and Prescription	3	KIN295 C	Kinesiology- Internship Seminar	3	2022 Fall	Removed: KIN 270 C, KIN 270HC, KIN 284C Course title update: REC 102 C. Add: PHS 270C, PHS 270HC, PHS 284 C Total units from 18-21 to 18-20.
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	PHS270 C	Nutrition Science and Application	3													
	or															
	PHS270HC	Honors Nutrition Science and Application	3													
	PHS284 C	Contemporary Personal Health	3													
	REC100 C	Foundations of Recreation and Leisure Services	3													
	or															
	REC101 C	Principles of Community Recreation	3													
	REC102 C	Recreation - Sport Leadership and Diverse Groups	3													
	Total Units	18 - 20														
Philosophy & Religious Studies	<p>Philosophy Associate in Arts Degree for Transfer (AA-T) This curriculum is designed to provide an opportunity for the Philosophy major to achieve an Associate in Arts Degree in Philosophy for Transfer (AA-T in Philosophy) which completes the first and second year requirements for transfer to a four-year public California institution. While at least a baccalaureate degree is recommended preparation for those considering professional careers, completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for further academic study through upper-division course work. Students should consult a counselor, the Transfer Center and the catalog of the transfer college or university to plan a specific program of study to meet the college or university's requirements. Note: Courses that fulfill major requirements for an Associate Degree for Transfer at Cypress College might not be the same as those required for completing the major at all transfer institutions offering a Baccalaureate Degree. The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The AA-T is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T) are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the AA-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements. This AA-T in Philosophy is designed to provide the student with a fundamental understanding and acquisition of knowledge in the Philosophy discipline. The study of philosophy includes: (1) the development of critical thinking and writing skills; (2) the investigation of conceptual problems encountered in the course of reflecting about experience; (3) the assessment of assumptions underlying other sciences and arts; and (4) the exploration of intellectual and cultural history from a broad perspective. The curriculum includes courses in Ethics, Logic, and the History of Philosophy. Graduate study is important in Philosophy. Those holding a Master's or Doctoral Degree may find employment in education, law, journalism, health, business, theology, public service and other disciplines where analytical skills are required. A limited number of students who earn graduate degrees in philosophy go on to become college philosophy professors. Those without a graduate degree will find limited career opportunities in direct areas of Philosophy. Additionally, it is more challenging to obtain teaching and/or research opportunities without a terminal PhD degree or with M.A. degrees from less competitive institutions. To earn an AA-T in Philosophy students must complete: (1) a minimum of 18 semester units or 27 quarter units in the major or area of emphasis as determined by the community college district, (2) earn a grade of C or better in all courses required for the major or area of emphasis, AP(Pass) grade is an acceptable grade for a course in the major only if the P is defined to be equivalent to a C or better(3) the California State University General Education Breadth requirements (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern, (4) 60 semester or 90 quarter CSU-transferable units, and (5) obtainment of a minimum grade point average (GPA) of 2.0.</p> <p>Core Courses (6 units) Choose 2 courses:</p> <table border="1" data-bbox="342 1780 1040 1902"> <thead> <tr> <th data-bbox="342 1780 492 1812"></th> <th data-bbox="492 1780 969 1812"></th> <th data-bbox="969 1780 1040 1812">Units</th> </tr> </thead> <tbody> <tr> <td data-bbox="342 1812 492 1843">PHIL175 C</td> <td data-bbox="492 1812 969 1843">Symbolic Logic</td> <td data-bbox="969 1812 1040 1843">3</td> </tr> <tr> <td colspan="3" data-bbox="342 1843 1040 1875">and</td> </tr> <tr> <td data-bbox="342 1875 492 1902">PHIL100 C</td> <td data-bbox="492 1875 969 1902">Introduction to Philosophy</td> <td data-bbox="969 1875 1040 1902">3</td> </tr> </tbody> </table>				Units	PHIL175 C	Symbolic Logic	3	and			PHIL100 C	Introduction to Philosophy	3	2022 Fall	List C language updated. Total units remain the same.
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Theatre Arts	<p>Acting for Stage & Screen Certificate The Acting for stage and screen Certificate consists of theatre courses and multimedia arts courses. This prepares students for careers, position advancements and/or higher-level degrees through practical, real-world and community experiences in and out of the classroom. The combination of courses enables the student to develop the skills in acting and basic digital video production necessary for professional competency in the entertainment industry. The required courses (19-20 units) must be completed with a grade of C or better. At least 50% of the course work must be completed at Cypress College. This certificate requires a total of 22-23 units.</p> <p>Required courses are listed in suggested sequence (19-20 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>THEA120 C</td> <td>Acting I</td> <td>3</td> </tr> <tr> <td>THEA128 C</td> <td>Acting for the Camera</td> <td>2</td> </tr> <tr> <td>THEA225 C</td> <td>Directing for the Theatre</td> <td>3</td> </tr> <tr> <td>THEA124 C</td> <td>Acting II</td> <td>3</td> </tr> <tr> <td>THEA134 C</td> <td>Auditions for Theater/Film</td> <td>1</td> </tr> <tr> <td>THEA129 C</td> <td>Voice and Diction</td> <td>3</td> </tr> <tr> <td>THEA133 C</td> <td>Rehearsal Performance I</td> <td>2 - 3</td> </tr> <tr> <td>THEA121 C</td> <td>Dynamic Movement for the Stage</td> <td>2</td> </tr> </table> <p>Select one of the following courses (3 units):</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>THEA108 C</td> <td>Playwriting</td> <td>3</td> </tr> <tr> <td>MAD108 C</td> <td>Digital Video Production</td> <td>3</td> </tr> <tr> <td>Total Units</td> <td></td> <td>22 - 23</td> </tr> </table>			Units	THEA120 C	Acting I	3	THEA128 C	Acting for the Camera	2	THEA225 C	Directing for the Theatre	3	THEA124 C	Acting II	3	THEA134 C	Auditions for Theater/Film	1	THEA129 C	Voice and Diction	3	THEA133 C	Rehearsal Performance I	2 - 3	THEA121 C	Dynamic Movement for the Stage	2			Units	THEA108 C	Playwriting	3	MAD108 C	Digital Video Production	3	Total Units		22 - 23	2022 Fall	Add: MAD 108 C, THEA 121 C, THEA 225 C, THEA 134 C, Removed: THEA 230 C, THEA 228 C, THEA 236 C, MAD 194 C, MAD 109 C, MAD 188 C Total units from 20-21 to 22-23
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Theatre Arts	<p>Costume and Makeup Design Certificate The certificate in costume/makeup design is designed to prepare the student for occupational competency in the field of costume/makeup design for theatre. To earn a certificate, the required courses as listed with a grade of C or better. At least 50% of all course work must</p>	2022 Fall	Add: THEA 111 C Title update: THEA 145 C Total units from 12-																																							

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	<p>be completed at Cypress College. This certificate requires a total of 15-17 units. Required courses are listed in suggested sequence (13-14 units):</p> <table border="1" data-bbox="342 285 1040 558"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA145 C</td> <td>Costume Design for Theatre</td> <td>3</td> </tr> <tr> <td>ART182 C</td> <td>Beginning Drawing</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ART185 C</td> <td>Beginning Life Drawing</td> <td>3</td> </tr> <tr> <td>THEA147 C</td> <td>Stage Makeup</td> <td>3</td> </tr> <tr> <td>THEA151 C</td> <td>Stage Crew III- Costume-Makeup</td> <td>1 - 2</td> </tr> <tr> <td>THEA111 C</td> <td>Industry Prep for Theatre</td> <td>3</td> </tr> </tbody> </table> <p>Elective courses 2-3 units from the following (2-3 units):</p> <table border="1" data-bbox="342 583 1040 856"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA247 C</td> <td>Prosthetic Makeup</td> <td>3</td> </tr> <tr> <td>THEA149 C</td> <td>Stage Crew I- Running</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA150 C</td> <td>Stage Crew II-Production Preparation</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA152 C</td> <td>Stage Crew IV- House-Box Office</td> <td>1 - 2</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>15 - 17</td> </tr> </tbody> </table>			Units	THEA145 C	Costume Design for Theatre	3	ART182 C	Beginning Drawing	3		or		ART185 C	Beginning Life Drawing	3	THEA147 C	Stage Makeup	3	THEA151 C	Stage Crew III- Costume-Makeup	1 - 2	THEA111 C	Industry Prep for Theatre	3			Units	THEA247 C	Prosthetic Makeup	3	THEA149 C	Stage Crew I- Running	1 - 2		or		THEA150 C	Stage Crew II-Production Preparation	1 - 2		or		THEA152 C	Stage Crew IV- House-Box Office	1 - 2				Total Units		15 - 17		14 to 15-17
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Theatre Arts	<p>Lighting and Sound Design Certificate This certificate in lighting and sound design is designed to prepare the student in occupational competency in lighting and sound design for theatre. To earn a certificate, the required courses must be completed as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 22-23 units. Required courses are listed in suggested sequence (22-23 units):</p> <table border="1" data-bbox="342 1041 1040 1493"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA140 C</td> <td>Introduction to Theatre Design</td> <td>3</td> </tr> <tr> <td>THEA142 C</td> <td>Sound Design for Theatre</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MUS124 C</td> <td>Recording Studio I</td> <td>3</td> </tr> <tr> <td>THEA141 C</td> <td>Video and Projection Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA144 C</td> <td>Lighting Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA160 C</td> <td>Computer Drafting for Theatre</td> <td>3</td> </tr> <tr> <td>THEA111 C</td> <td>Industry Prep for Theatre</td> <td>3</td> </tr> <tr> <td>THEA149 C</td> <td>Stage Crew I- Running</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA150 C</td> <td>Stage Crew II-Production Preparation</td> <td>1 - 2</td> </tr> <tr> <td>THEA110 C</td> <td>Stage Management for Theatre</td> <td>3</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Units</td> <td></td> <td>22 - 23</td> </tr> </tbody> </table>			Units	THEA140 C	Introduction to Theatre Design	3	THEA142 C	Sound Design for Theatre	3		or		MUS124 C	Recording Studio I	3	THEA141 C	Video and Projection Design for Theatre	3	THEA144 C	Lighting Design for Theatre	3	THEA160 C	Computer Drafting for Theatre	3	THEA111 C	Industry Prep for Theatre	3	THEA149 C	Stage Crew I- Running	1 - 2		or		THEA150 C	Stage Crew II-Production Preparation	1 - 2	THEA110 C	Stage Management for Theatre	3				Total Units		22 - 23	2022 Fall	Course title update: THEA 140 C, THEA 142 C, THEA 141 C Removed: THEA 143 C, THEA 146 C Add: THEA 160 C, THEA 111 C, THEA 110 C Total units from 12-14 to 22-23 Updated curriculum to include Stage Management class, beginning fall 2020						
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Theatre Arts	<p>Musical Theatre Performance Certificate The Musical Theatre Certificate Program is designed to prepare the student for performance competency in the field of Musical Theatre. The Musical Theatre Certificate requires a total of 20-22 units, 17-18 units of which are in required courses and as listed with a with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires 20-22 units. Required courses are listed in suggested sequence: (17-18 units)</p> <table border="1" data-bbox="342 1692 1040 1879"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA120 C</td> <td>Acting I</td> <td>3</td> </tr> <tr> <td>THEA126 C</td> <td>Musical Theatre Techniques I</td> <td>3</td> </tr> <tr> <td>THEA127 C</td> <td>Musical Theatre Techniques II</td> <td>3</td> </tr> <tr> <td>THEA132 C</td> <td>Musical Theatre Performance I</td> <td>2 - 3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> </tbody> </table>			Units	THEA120 C	Acting I	3	THEA126 C	Musical Theatre Techniques I	3	THEA127 C	Musical Theatre Techniques II	3	THEA132 C	Musical Theatre Performance I	2 - 3		or		2022 Fall	Course title update: THEA 126 C, THEA 127 C, THEA 132 C, THEA 135 C, THEA 232 C, THEA 233 C, THEA 226 C, THEA 227 C. Total units remain the same.																																	
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	DANC105 C	Ballet I	2																																																								
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	DANC111 C	Jazz Dance I	2																																																								
	DANC112 C	Jazz Dance II	2																																																								
	DANC113 C	Tap Dance I	1																																																								
	DANC114 C	Tap Dance II	1																																																								
	Total Units		20 - 22																																																								
Theatre Arts	<p>Technical Theatre Certificate The Technical Theatre Certificate is designed to prepare the student for occupational competency as a theatrical technician or stagehand. To earn a certificate, the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 22-23 units. Required courses are listed in suggested sequence (16-17 units):</p> <table border="1" data-bbox="342 877 1040 1150"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA110 C</td> <td>Stage Management for Theatre</td> <td>3</td> </tr> <tr> <td>THEA160 C</td> <td>Computer Drafting for Theatre</td> <td>3</td> </tr> <tr> <td>THEA143 C</td> <td>Stagecraft</td> <td>3</td> </tr> <tr> <td>THEA146 C</td> <td>Scenic Painting</td> <td>3</td> </tr> <tr> <td>THEA149 C</td> <td>Stage Crew I- Running</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA150 C</td> <td>Stage Crew II-Production Preparation</td> <td>1 - 2</td> </tr> <tr> <td>THEA111 C</td> <td>Industry Prep for Theatre</td> <td>3</td> </tr> </tbody> </table> <p>Required Design Courses (6 units)</p> <table border="1" data-bbox="342 1178 1040 1451"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA140 C</td> <td>Introduction to Theatre Design</td> <td>3</td> </tr> <tr> <td>THEA141 C</td> <td>Video and Projection Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA142 C</td> <td>Sound Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA144 C</td> <td>Lighting Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA145 C</td> <td>Costume Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA161 C</td> <td>Scenic Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA147 C</td> <td>Stage Makeup</td> <td>3</td> </tr> <tr> <td>THEA247 C</td> <td>Prosthetic Makeup</td> <td>3</td> </tr> </tbody> </table> <p>Total Units 22 - 23</p>					Units	THEA110 C	Stage Management for Theatre	3	THEA160 C	Computer Drafting for Theatre	3	THEA143 C	Stagecraft	3	THEA146 C	Scenic Painting	3	THEA149 C	Stage Crew I- Running	1 - 2		or		THEA150 C	Stage Crew II-Production Preparation	1 - 2	THEA111 C	Industry Prep for Theatre	3			Units	THEA140 C	Introduction to Theatre Design	3	THEA141 C	Video and Projection Design for Theatre	3	THEA142 C	Sound Design for Theatre	3	THEA144 C	Lighting Design for Theatre	3	THEA145 C	Costume Design for Theatre	3	THEA161 C	Scenic Design for Theatre	3	THEA147 C	Stage Makeup	3	THEA247 C	Prosthetic Makeup	3	2022 Fall	Add: THEA 160C, 111C, 144 C, 161 C, 247 C. Removed: THEA 100 C, 101 C, 145 C, 144 C, 225C, 299 C. Total units from 18.5-20 to 22-23.
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Theatre Arts	<p>Theatre Arts Associate in Arts Degree for Transfer (AA-T) This curriculum is designed to provide an opportunity for the Theatre major to achieve an Associate in Arts in Theatre for Transfer (AA-T in Theatre) which completes the first- and second-year requirements for transfer to a four-year public California institution. While at least a baccalaureate degree is recommended preparation for those considering professional careers, completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for further academic study through upper-division course work. The study of theatre combines a critical study of theatre with experiential practice in one or more of its component parts. Students explore the various areas of theatre to build a foundation for future creative work. This curriculum specifically prepares the prospective transfer student for upper division coursework in Theatre or a similar major at a California State University (CSU) campus. Students should consult a counselor, the Transfer Center and the catalog of the transfer college or university to plan a specific program of study to meet the college or university's requirements. Note: Courses that fulfill major requirements for an Associate Degree for Transfer at Cypress College might not be the same as those</p>			2022 Fall	Course title update: THEA 100 C, THEA 102 C, THEA 132 C, THEA 140 C, THEA 144 C, THEA 145 C Add: THEA 149 C, THEA 150 C, THEA 151 C, THEA 152 C Required Core and																																																						

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	<p>required for completing the major at all transfer institutions offering a Baccalaureate Degree. The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The AA-T is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T) are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the AA-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements. The completion of this curriculum will demonstrate commitment to the Theater field and provide comprehensive preparation for upper-division work. To earn an AA-T in Theatre students must complete the following requirements: (1) a minimum of 18 semester units or 27 quarter units in the Theater major with a grade of C or better; AP(Pass) grade is an acceptable grade for a course in the major only if the P is defined to be equivalent to a C or better(2) California State University General Education Breadth requirements (CSU GE Breadth) or the Intersegmental General Education Transfer Curriculum (CSU IGETC); (3) completion of 60 semester or 90 quarter units of CSU transferable coursework; and (4) have an overall GPA of 2.0.</p> <p>Required Core: 3 units must be taken from Performance and Production courses plus 6 additional units. (9 units)</p> <table border="1" data-bbox="342 846 1040 1209"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA100 C</td> <td>Introduction to the Theatre</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA102 C</td> <td>World Theatre History</td> <td>3</td> </tr> <tr> <td>THEA120 C</td> <td>Acting I</td> <td>3</td> </tr> <tr> <td>THEA132 C</td> <td>Musical Theatre Performance I</td> <td>2 - 3</td> </tr> <tr> <td>THEA133 C</td> <td>Rehearsal Performance I</td> <td>2 - 3</td> </tr> <tr> <td>THEA149 C</td> <td>Stage Crew I- Running</td> <td>1 - 2</td> </tr> <tr> <td>THEA150 C</td> <td>Stage Crew II-Production Preparation</td> <td>1 - 2</td> </tr> <tr> <td>THEA151 C</td> <td>Stage Crew III- Costume-Makeup</td> <td>1 - 2</td> </tr> <tr> <td>THEA152 C</td> <td>Stage Crew IV- House-Box Office</td> <td>1 - 2</td> </tr> </tbody> </table> <p>List A: Select three (9 units) Performance and Production courses can be taken for 3 units, if not already taken as part of required core</p> <table border="1" data-bbox="342 1310 1040 1885"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA101 C</td> <td>Play Analysis</td> <td>3</td> </tr> <tr> <td>THEA124 C</td> <td>Acting II</td> <td>3</td> </tr> <tr> <td>THEA140 C</td> <td>Introduction to Theatre Design</td> <td>3</td> </tr> <tr> <td>THEA143 C</td> <td>Stagecraft</td> <td>3</td> </tr> <tr> <td>THEA144 C</td> <td>Lighting Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA145 C</td> <td>Costume Design for Theatre</td> <td>3</td> </tr> <tr> <td>THEA147 C</td> <td>Stage Makeup</td> <td>3</td> </tr> <tr> <td>THEA132 C</td> <td>Musical Theatre Performance I</td> <td>2 - 3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA149 C</td> <td>Stage Crew I- Running</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA133 C</td> <td>Rehearsal Performance I</td> <td>2 - 3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA150 C</td> <td>Stage Crew II-Production Preparation</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA151 C</td> <td>Stage Crew III- Costume-Makeup</td> <td>1 - 2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA152 C</td> <td>Stage Crew IV- House-Box Office</td> <td>1 - 2</td> </tr> </tbody> </table>			Units	THEA100 C	Introduction to the Theatre	3		or		THEA102 C	World Theatre History	3	THEA120 C	Acting I	3	THEA132 C	Musical Theatre Performance I	2 - 3	THEA133 C	Rehearsal Performance I	2 - 3	THEA149 C	Stage Crew I- Running	1 - 2	THEA150 C	Stage Crew II-Production Preparation	1 - 2	THEA151 C	Stage Crew III- Costume-Makeup	1 - 2	THEA152 C	Stage Crew IV- House-Box Office	1 - 2			Units	THEA101 C	Play Analysis	3	THEA124 C	Acting II	3	THEA140 C	Introduction to Theatre Design	3	THEA143 C	Stagecraft	3	THEA144 C	Lighting Design for Theatre	3	THEA145 C	Costume Design for Theatre	3	THEA147 C	Stage Makeup	3	THEA132 C	Musical Theatre Performance I	2 - 3		or		THEA149 C	Stage Crew I- Running	1 - 2		or		THEA133 C	Rehearsal Performance I	2 - 3		or		THEA150 C	Stage Crew II-Production Preparation	1 - 2		or		THEA151 C	Stage Crew III- Costume-Makeup	1 - 2		or		THEA152 C	Stage Crew IV- House-Box Office	1 - 2		<p>List A verbiage updated. 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Theatre Arts	<p>Theatre Design Associate in Science Degree This program is designed to prepare the student with a fundamental understanding and acquisition of knowledge in the theatre arts discipline with an emphasis on production through set design, construction and costuming with attention to stagecraft, function, and aesthetics. To earn an Associate Degree student must complete: (1) all major course requirements with a grade of C or better; (2) Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; (3) social justice, equity, and sustainability and reading requirements; (4) any elective courses to complete a minimum of 60 units; and, (5) have a minimum GPA of 2.0. At least 50% of all major course work must be completed at Cypress College. Courses that fulfill major requirements for an Associate Degree at Cypress College might not be the same as those required for completing the major at a transfer institution offering a Baccalaureate Degree. For information on specific university requirements, please consult with your counselor, or visit the Transfer Center. This degree requires 25-26 units in the major, in addition to other degree requirements.</p> <p>Required Theatre and Skills courses (18 units):</p> <table border="1" data-bbox="342 722 1040 968"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>THEA110 C</td><td>Stage Management for Theatre</td><td>3</td></tr> <tr><td>THEA111 C</td><td>Industry Prep for Theatre</td><td>3</td></tr> <tr><td>THEA140 C</td><td>Introduction to Theatre Design</td><td>3</td></tr> <tr><td>THEA143 C</td><td>Stagecraft</td><td>3</td></tr> <tr><td>THEA160 C</td><td>Computer Drafting for Theatre</td><td>3</td></tr> <tr><td>ART182 C</td><td>Beginning Drawing</td><td>3</td></tr> </tbody> </table> <p>Select 6 units from Design or Directing courses below (6 units):</p> <table border="1" data-bbox="342 989 1040 1478"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>THEA141 C</td><td>Video and Projection Design for Theatre</td><td>3</td></tr> <tr><td>THEA142 C</td><td>Sound Design for Theatre</td><td>3</td></tr> <tr><td>THEA144 C</td><td>Lighting Design for Theatre</td><td>3</td></tr> <tr><td>THEA145 C</td><td>Costume Design for Theatre</td><td>3</td></tr> <tr><td>THEA146 C</td><td>Scenic Painting</td><td>3</td></tr> <tr><td>THEA147 C</td><td>Stage Makeup</td><td>3</td></tr> <tr><td>THEA161 C</td><td>Scenic Design for Theatre</td><td>3</td></tr> <tr><td>THEA247 C</td><td>Prosthetic Makeup</td><td>3</td></tr> <tr><td>THEA225 C</td><td>Directing for the Theatre</td><td>3</td></tr> <tr><td></td><td>or</td><td></td></tr> <tr><td>THEA101 C</td><td>Play Analysis</td><td>3</td></tr> <tr><td></td><td>or</td><td></td></tr> <tr><td>THEA107 C</td><td>Diversity in American Theatre</td><td>3</td></tr> <tr><td></td><td>or</td><td></td></tr> <tr><td>THEA107HC</td><td>Honors Diversity in American Theatre</td><td>3</td></tr> </tbody> </table> <p>Select from the following production classes according to emphasis (1-2 units):</p> <table border="1" data-bbox="342 1499 1040 1724"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr><td>THEA149 C</td><td>Stage Crew I- Running</td><td>1 - 2</td></tr> <tr><td>THEA148 C</td><td>Production Techniques I</td><td>1 - 2</td></tr> <tr><td>THEA150 C</td><td>Stage Crew II-Production Preparation</td><td>1 - 2</td></tr> <tr><td>THEA151 C</td><td>Stage Crew III- Costume-Makeup</td><td>1 - 2</td></tr> <tr><td>THEA152 C</td><td>Stage Crew IV- House-Box Office</td><td>1 - 2</td></tr> <tr><td>THEA155 C</td><td>Production Techniques II</td><td>1 - 2</td></tr> </tbody> </table> <p>Total Units 25 - 26</p>				Units	THEA110 C	Stage Management for Theatre	3	THEA111 C	Industry Prep for Theatre	3	THEA140 C	Introduction to Theatre Design	3	THEA143 C	Stagecraft	3	THEA160 C	Computer Drafting for Theatre	3	ART182 C	Beginning Drawing	3			Units	THEA141 C	Video and Projection Design for Theatre	3	THEA142 C	Sound Design for Theatre	3	THEA144 C	Lighting Design for Theatre	3	THEA145 C	Costume Design for Theatre	3	THEA146 C	Scenic Painting	3	THEA147 C	Stage Makeup	3	THEA161 C	Scenic Design for Theatre	3	THEA247 C	Prosthetic Makeup	3	THEA225 C	Directing for the Theatre	3		or		THEA101 C	Play Analysis	3		or		THEA107 C	Diversity in American Theatre	3		or		THEA107HC	Honors Diversity in American Theatre	3			Units	THEA149 C	Stage Crew I- Running	1 - 2	THEA148 C	Production Techniques I	1 - 2	THEA150 C	Stage Crew II-Production Preparation	1 - 2	THEA151 C	Stage Crew III- Costume-Makeup	1 - 2	THEA152 C	Stage Crew IV- House-Box Office	1 - 2	THEA155 C	Production Techniques II	1 - 2	2022 Fall	Program title update from Theatre Arts Productions. Removed: THEA 100 C, THEA 110 C, THEA 102C, THEA 108 C, THEA 225 C Add: THEA 160 C, THEA 161 C, THEA 247 C, THEA 235 C, THEA 148 C, THEA155 C Course title update: THEA 144 C, THEA 145 C, THEA 146 C Total units from 22-24 to 25-26
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Theatre Arts	<p>Theatre Arts Performance Associate in Arts Degree This program is designed to prepare the student with a fundamental understanding and acquisition of knowledge in the theater arts discipline with an emphasis on acting and performance. To earn an Associate Degree student must complete: (1) all major course</p>		2022 Fall	Program title update from THEATER Arts Performance to																																																																																										

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DEGREE		EFF DATE	JUSTIFICATION																																																																																																															
	<p>requirements with a grade of C or better; (2) Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; (3) Social Justice, Equity and Sustainability and reading requirements; (4) any elective courses to complete a minimum of 60 units; and, (5) have a minimum GPA of 2.0. At least 50% of all major course work must be completed at Cypress College. Courses that fulfill major requirements for an Associate Degree at Cypress College might not be the same as those required for completing the major at a transfer institution offering a Baccalaureate Degree. For information on specific university requirements, please consult with your counselor, or visit the Transfer Center. This degree requires a total of 22-24 units, in addition to other degree requirements.</p> <p>Required Theatre courses are listed in suggested sequence (6 units):</p> <table border="1" data-bbox="342 531 1040 835"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA100 C</td> <td>Introduction to the Theatre</td> <td>3</td> </tr> <tr> <td>THEA102 C</td> <td>World Theatre History</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA107 C</td> <td>Diversity in American Theatre</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA107HC</td> <td>Honors Diversity in American Theatre</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA101 C</td> <td>Play Analysis</td> <td>3</td> </tr> </tbody> </table> <p>Select from the following technique classes according to emphasis (11-12 units):</p> <table border="1" data-bbox="342 856 1040 1287"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA120 C</td> <td>Acting I</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA126 C</td> <td>Musical Theatre Techniques I</td> <td>3</td> </tr> <tr> <td>THEA121 C</td> <td>Dynamic Movement for the Stage</td> <td>2</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA129 C</td> <td>Voice and Diction</td> <td>3</td> </tr> <tr> <td>THEA124 C</td> <td>Acting II</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA127 C</td> <td>Musical Theatre Techniques II</td> <td>3</td> </tr> <tr> <td>THEA125 C</td> <td>Acting III</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA226 C</td> <td>Musical Theatre Techniques III</td> <td>3</td> </tr> </tbody> </table> <p>Select from the following design classes (3 units):</p> <table border="1" data-bbox="342 1308 1040 1518"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA140 C</td> <td>Introduction to Theatre Design</td> <td>3</td> </tr> <tr> <td>THEA143 C</td> <td>Stagecraft</td> <td>3</td> </tr> <tr> <td>THEA144 C</td> <td>Lighting Design Fundamentals</td> <td>3</td> </tr> <tr> <td>THEA145 C</td> <td>Fundamentals of Costume Design</td> <td>3</td> </tr> <tr> <td>THEA147 C</td> <td>Stage Makeup</td> <td>3</td> </tr> </tbody> </table> <p>Select from the following categories of theatre classes according to emphasis (2-3 units):</p> <p>Recommended for all theatre arts students:</p> <table border="1" data-bbox="342 1602 1040 1812"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA107 C</td> <td>Diversity in American Theatre</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>THEA107HC</td> <td>Honors Diversity in American Theatre</td> <td>3</td> </tr> <tr> <td>THEA102 C</td> <td>World Theatre History</td> <td>3</td> </tr> <tr> <td>THEA225 C</td> <td>Directing for the Theatre</td> <td>3</td> </tr> <tr> <td>THEA108 C</td> <td>Playwriting</td> <td>3</td> </tr> </tbody> </table> <p>Recommended for acting students according to emphasis:</p> <table border="1" data-bbox="342 1833 1040 1896"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>THEA121 C</td> <td>Dynamic Movement for the Stage</td> <td>2</td> </tr> </tbody> </table>			Units	THEA100 C	Introduction to the Theatre	3	THEA102 C	World Theatre History	3		or		THEA107 C	Diversity in American Theatre	3		or		THEA107HC	Honors Diversity in American Theatre	3		or		THEA101 C	Play Analysis	3			Units	THEA120 C	Acting I	3		or		THEA126 C	Musical Theatre Techniques I	3	THEA121 C	Dynamic Movement for the Stage	2		or		THEA129 C	Voice and Diction	3	THEA124 C	Acting II	3		or		THEA127 C	Musical Theatre Techniques II	3	THEA125 C	Acting III	3		or		THEA226 C	Musical Theatre Techniques III	3			Units	THEA140 C	Introduction to Theatre Design	3	THEA143 C	Stagecraft	3	THEA144 C	Lighting Design Fundamentals	3	THEA145 C	Fundamentals of Costume Design	3	THEA147 C	Stage Makeup	3			Units	THEA107 C	Diversity in American Theatre	3		or		THEA107HC	Honors Diversity in American Theatre	3	THEA102 C	World Theatre History	3	THEA225 C	Directing for the Theatre	3	THEA108 C	Playwriting	3			Units	THEA121 C	Dynamic Movement for the Stage	2		<p>THEATRE Arts Performance. Course title update: THEA 100 C, THEA 102 C, THEA 107 C, THEA 107HC, THEA 126 C, THEA 127 C, THEA 226 C, THEA 140 C. THEA 225 C, THEA 132 C, THEA 135 C, THEA 232 C, THEA 233 C, THEA 235 C Total units remain the same.</p>
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MODIFY DEGREES/CERTIFICATES				
DEGREE			EFF DATE	JUSTIFICATION
	THEA128 C	Acting for the Camera	2	
	THEA129 C	Voice and Diction	3	
	THEA220 C	Acting IV	3	
	THEA227 C	Musical Theatre Techniques IV	3	
	Recommended for performance:			
			Units	
	THEA130 C	Acting Workshop	2 - 3	
	THEA132 C	Musical Theatre Performance I	2 - 3	
	THEA133 C	Rehearsal Performance I	2 - 3	
	THEA135 C	Musical Theatre Performance II	2 - 3	
	THEA136 C	Rehearsal Performance II	2 - 3	
	THEA137 C	Summer Musical Theater Workshop I	1 - 2	
	THEA138 C	Summer Musical Theater Workshop II	1 - 2	
	THEA149 C	Stage Crew I- Running	1 - 2	
	THEA150 C	Stage Crew II-Production Preparation	1 - 2	
	THEA151 C	Stage Crew III- Costume-Makeup	1 - 2	
	THEA152 C	Stage Crew IV- House-Box Office	1 - 2	
	THEA232 C	Musical Theatre Performance III	2 - 3	
	THEA233 C	Musical Theatre Performance IV	2 - 3	
	THEA234 C	Rehearsal Performance III	2 - 3	
	THEA235 C	Experimental Theatre	2	
	THEA236 C	Summer Theater Workshop I	1 - 2	
	THEA237 C	Summer Theater Workshop II	1 - 2	
	THEA238 C	Rehearsal Performance IV	2 - 3	
	Total Units		22 - 24	

DEACTIVATE DEGREES/CERTIFICATES					
DEGREE			EFF DATE	JUSTIFICATION	
Court Reporting	Court Reporting Technology Certificate		2022 Fall	Remove CTRP 082C and CTRP 092C. Total units change to 22 units	
	Required courses are listed in suggested sequence (19 units):				
		Units			
	CTRP083 C	Computer Aided Transcription - Stenograph			2
	or				
	CTRP084 C	Computer Aided Transcription - Eclipse			2
	CTRP085 C	Computer Aided Transcription - Dictionary Building			2
	CTRP065 C	Advanced CAT Systems			2
	CTRP091 C	Advanced Dictionary Build			2
	CTRP093 C	Information Technology-CTRP			2
	CTRP051 C	Court-Conference Reporting: Legal			3
	CTRP052 C	Court-Conference Reporting:Medical			3
	CTRP053 C	Court-Conference Reporting: Congressional			3
	Total Units				19
Court Reporting	Legal Careers Certificate		2022 Fall	MGT/MKT course prefix change to BUS and CTRP 976 C change from 1.5-3 to 3 units. Total units from 23.5 to 25 units.	
	Pre-Law Certificate				
	Required Courses are listed in suggested sequence (22 units):				
		Units			
	CTRP071 C	Legal Terminology and Rhetoric			3
	CTRP072 C	Legal Procedures	4		
	CTRP076 C	Court and Deposition Procedures	3		
	CTRP080 C	Internship: Law Office	2		

DEACTIVATE DEGREES/CERTIFICATES				
DEGREE			EFF DATE	JUSTIFICATION
	BUS055 C	Business English	3	
	BUS143 C	Introduction to Legal Research	1	
	BUS240 C	Legal Environment of Business	3	
	CIS111 C	Computer Information Systems	3	
	Total Units		22	
Court Reporting	Legal Transcription Certificate Required courses are listed in suggested sequence (20.5 units):		2022 Fall	MGT/MKT course prefix change to BUS. Change CTRP 055 and 056 to 3 units. Total units to 24.5
		Units		
	CTRP071 C	Legal Terminology and Rhetoric	3	
	BUS055 C	Business English	3	
	CTRP072 C	Legal Procedures	4	
	CTRP073DC	Proofreading	1	
	CTRP067 C	Basic Vocabulary Development	2	
	CTRP068 C	Advanced Vocabulary Development	1.5	
	CTRP055 C	Court-Conference Reporting: Jury Charge	3	
	CTRP039 C	Internship - Legal Transcription	3	
	Total Units		20.5	
Energy and Sustainable Technologies	Associate in Science Degree Energy and Sustainable Technologies Required courses are listed in suggested sequence:		2022 Fall	The program can not fill the seats for the classes offered. Courses and Certificates being revised. EST is being designed to a minor with Air Conditioning or Engineering or other majors.
		Units		
	EST100 C	Renewable and Sustainable Energy	3	
	EST110 C	Tools and Safety	2	
	EST120 C	Digital Controls and Inverters	2	
	AC/R100 C	Principles of Thermodynamics and Heat Transfer	3	
	AC/R105 C	Electricity for Air Conditioning and Refrigeration I	3	
	EST130 C	Solar Photovoltaics-install	3	
	or			
	EST135 C	Solar Concentrators-Hot Water	3	
	EST140 C	Wind Turbine Drive Trains	3	
	or			
	EST145 C	Wind Turbine Power Generation	3	
	EST150 C	Advanced Geo-thermal Concepts	3	
	MATH100 C	Liberal Arts Mathematics	3	
	PHYS130 C	Elementary Physics	4	
	Total Units		29	
Marketing	Multimedia Advertising Certificate Required courses are listed in suggested sequence: (15 units)		2022 Fall	Per Kathleen Troy (email 10.26/21), would like to deactivate instead. There is no student demand.
		Units		
	MAD130 C	Introduction to Electronic Media	3	
	or			
	JOUR130 C	Visual Communication	3	
	PHOT101 C	Introduction to Photography	3	
	BUS103 C	Principles of Advertising	3	
	BUS222 C	Principles of Marketing	3	
	CIS179 C	Web Page Development	3	
	Total Units		15	

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: January 25, 2022
SUBJECT: Academic Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.a.1

Item No.

Academic Personnel
January 25, 2022

NEW PERSONNEL

Awad, Abigail	CC	Accounting Instructor First Year Probationary Contract Class F, Step 5 Eff. 01/20/2022 PN CCF694
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TEMPORARY REASSIGNMENT

Orlijan, Kimberly	FC	English Instructor
	To:	Interim Dean, Humanities Range 32, Column A + Doctorate (100%) Management Salary Schedule Eff. 01/03/2022-06/30/2022

EXTENSION OF TEMPORARY MANAGEMENT CONTRACT

Orlijan, Kimberly	FC	Interim Dean, Humanities Range 32, Column B + Doctorate (100%) Management Salary Schedule Eff. 07/01/2022-06/30/2023
Preston, Colin	CC	Interim Dean, Kinesiology/Athletics and Fine Arts (100%) Range 32, Column C Management Salary Schedule Eff. 01/01/2022-06/30/2022
Schoonmaker, Stephen	CC	Interim Dean, Health Sciences Range 32, Column E + Doctorate (100%) Management Salary Schedule Eff. 01/01/2022-06/30/2022

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Gaetje, Lisa	CC	Dean, Social Science 10% Stipend Eff. 01/01/2022-06/30/2022
Preston, Colin	CC	Interim Dean, Kinesiology/Athletics and Fine Arts

5% Stipend
Eff. 01/01/2022-05/31/2022

PAYMENT FOR INDEPENDENT LEARNING CONTRACT

Assef, Celia	FC	\$30.00
Balma, Jodi	FC	\$40.00
Keller, Jonathan	FC	\$10.00
Langlois, Jessica	FC	\$20.00
O'Brien, Daniel	FC	\$30.00

LEAVE OF ABSENCE

@00149636	CC	Faculty AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/10/2022-01/21/2022
Allen, Maala	FC	Biological Sciences Instructor Load Banking Leave With Pay (58.33%) Eff. 2022 Spring Semester
Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (3.33%) Eff. 2022 Spring Semester
Claassen, Mareike	FC	Mathematics Instructor Load Banking Leave With Pay (21.67%) Eff. 2022 Spring Semester
Dadson, Guy	FC	Chemistry Instructor Load Banking Leave With Pay (16.67%) Eff. 2022 Spring Semester
Draganov, Terri	CC	Chemistry Instructor Load Banking Leave With Pay (6.67%) Eff. 2022 Spring Semester
Farnham, Paul	FC	Mathematics Instructor Load Banking Leave With Pay (100.00%) Eff. 2022 Spring Semester
Fernandez, Christopher	FC	Chemistry Instructor Load Banking Leave With Pay (1.67%) Eff. 2022 Spring Semester

Academic Personnel
January 25, 2022

Hormel, James	CC	Theatre Arts Instructor Load Banking Leave With Pay (6.67%) Eff. 2022 Spring Semester
Ikeda, Nancy	FC	Mathematics Instructor Load Banking Leave With Pay (34.00%) Eff. 2022 Spring Semester
Loney, Laura	FC	Mathematics Instructor Load Banking Leave With Pay (13.75%) Eff. 2022 Spring Semester
Pimentel, Sylvia	FC	Counselor Load Banking Leave With Pay (13.12%) Eff. 2022 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SPRING SEMESTER

Bedard, Dana	CC	Column 2, Step 1
Brooks, Tami	FC	Column 3, Step 1
Bunker, James	CC	Column 3, Step 1
Castillo, Esther	FC	Column 3, Step 1
Cosgrove, Marilee	FC	Column 1, Step 1
Do, Yen	CC	Column 1, Step 1
Furlong, Kimberly	FC	Column 1, Step 1
Gonzalez, Olga	CC	Column 1, Step 1
Hacker, Asher	CC	Column 1, Step 1
Harless, Heather	CC	Column 1, Step 1
Jahan, Reza	CC	Column 1, Step 1
Jilek, Christine	FC	Column 1, Step 1
Lamar, Marty	FC	Column 1, Step 1
Larsen, Tomoko	FC	Column 1, Step 1
Lim, Janeil	CC	Column 1, Step 1
Karmach, Omran	CC	Column 3, Step 1
Kirby, Jordan	CC	Column 1, Step 1
Kosinska-Klaehn, Magdalena	CC	Column 3, Step 1
Lesser, Erin	CC	Column 1, Step 1
Letourneau, Alexander	FC	Column 1, Step 1
Lopez, Paul	FC	Column 3, Step 2
Lozinsky, Richard	FC	Column 3, Step 1
Luker, Norman	FC	Column 1, Step 1
Marino, Kevin	FC	Column 2, Step 2
Mendieta, Wilson	FC	Column 1, Step 1
Murtaza, Zakir	FC	Column 1, Step 1
Pena, Lizabeth	NOCE	Column 2, Step 2

Academic Personnel
January 25, 2022

Perez, Francisco	CC	Column 1, Step 1
Ruff, Brianna	FC	Column 1, Step 1
Ruiz, Jose	FC	Column 1, Step 1
Sandoval, Jordan	CC	Column 1, Step 1
Sandvig, Sarah	FC	Column 1, Step 1
Seanez, Bridgett	CC	Column 1, Step 1
Snow, Elizabeth	CC	Column 1, Step 1
Tan, Joshua	FC	Column 3, Step 1
White, Zachary	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Morales Gonzalez, Patsy	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Anderson-McGill, Taylor	CC	Proctor Lab Practicums for DSS Class B Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Chiplunkar, Sujata	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
De Roo, Robin	CC	Proctor Lab Practicums for DSS Class E Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Draganov, Torri	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Fee, Richard	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Gober, Joel	CC	Proctor Lab Practicums for DSS

Academic Personnel
January 25, 2022

		Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Gotoh, Allison	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Johnson, Chrystal	CC	Hiring Committee Service Lab Rate, Adjunct Faculty Salary Schedule Column 1, Step 2 Not to exceed 8 hours Eff. 11/18/2021-12/13/2021
Landis, Lenore	CC	Proctor Lab Practicums for DSS Class E Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Mays-Larson, Phyllis	CC	Proctor Lab Practicums for DSS Class B Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Ogoshi, Fumio	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Palmer, Leslie	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class B Not to exceed 20 hours Eff. 12/13/2021-01/17/2022

Academic Personnel
January 25, 2022

Palmisano, Michelle	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Rajab, Adel	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Sanchez Duran, Jose Antonio	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Sato, Dee Ann	CC	Proctor Lab Practicums for DSS Class E Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Shin, Gary	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Spooner, Stephanie	CC	Proctor Lab Practicums for DSS Class E Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year
Tomooka, Craig	CC	Proctor Lab Practicums for DSS Class F Lecture Rate, Regular and Contract Faculty Overload Teaching Schedule Eff. 2021-2022 Academic Year

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: January 25, 2022 Resolution _____
Information _____
SUBJECT: Classified Personnel Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.b.1

Item No.

Classified Personnel
January 25, 2022

RESIGNATION

Altoma, Noor	CC	Special Project Coordinator, Transfer Coach Temporary Management Position (100%) Eff. 12/31/2021 PN CCT711
Loza, Cindy	CC	Special Project Coordinator, STEM Temporary Management Position (100%) Eff. 11/30/2021 PN CCT722
Tom, Stephen	CC	Admissions and Records Technician 12-month position (100%) Eff. 01/22/2022 PN CCC795
Truong, Pryscilla	CC	Special Project Coordinator, Welcome Pledge Temporary Management Position (100%) Eff. 02/01/2022 PN CCT720
Wiederholt, Kristen	FC	Administrative Assistant II 12-month position (100%) Eff. 01/22/2022 PN FCC757

NEW PERSONNEL

De La Cruz, Gabriela	CC	Director, Financial Aid 12-month position (100%) Range 20, Column A Management Salary Schedule Eff. 02/01/2022 PN CCM980
Diaz, Joselyn	CC	Student Services Technician, Counseling 12-month position (100%) Range 33, Step B Classified Salary Schedule Eff. 02/01/2022 PN CCC724

Classified Personnel
January 25, 2022

Guzman De La Rocha, Cindy	CC	Administrative Assistant I 12-month position (100%) Range 33, Step D Classified Salary Schedule Eff. 01/18/2022 PN CCC842
Lee, Craig	CC	Director, Campus Safety 12-month position (100%) Range 20, Column G Management Salary Schedule Eff. 01/18/2022 PN CCM966
Jaimes Davila, Selina	CC	Special Project Coordinator, Charger Experience Temporary Management Position (100%) Range 1, Special Project Admin Daily Rate Schedule Eff. 02/01/2022 PN CCT720
Shellenbarger, Annika	FC	Student Services Specialist, Promise 12-month position (100%) Range 36, Step A Classified Salary Schedule Eff. 02/01/2022 PN FCC565

REHIRES

Ramirez, Sara	FC	Special Projects Coord/Contact Tracer Temporary Management Position (100.0%) Range 1, Special Proj. Admin Daily Rate Sched. Eff. 01/01/2022 – 06/30/2022 PN FCT591
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CHANGE IN SALARY STEP

Nguyen-Preciado, Stephanie	FC	Communications Specialist From: Range 40, Step B To: Range 40, Step C Eff. 01/18/2022
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Classified Personnel
January 25, 2022

PROMOTION

Padilla, Jayme FC Administrative Assistant III
12-month position (100%)
PN FCC974

To: FC Executive Assistant II
12-month position (100%)
Range 44, Step C + 15% Longevity
Classified Salary Schedule
Eff. 02/01/2022
PN FCC949

Salazar, Valerie FC Student Service Technician, Outreach
12-month position (45%)
PN FCC756

To: FC Student Services Specialist, Promise
12-month position (100%)
Range 36, Step D
Classified Salary Schedule
Eff. 02/01/2022
PN FCC565

VOLUNTARY CHANGES IN ASSIGNMENT

Douglass, Julie FC Instructional Asst., Academic Support Ctr. (100%)

Permanent Increase in Months Employed
From: 10 months
To: 12 months
Eff. 02/01/2022
PN FCC836

Gomber, Brian CC Skilled Maintenance Assistant (100%)

Temporary Change in Assignment
To: Locksmith
12-month position (100%)
Range 42, Step B +20% Longevity + PG&D
Classified Salary Schedule
Eff. 01/03/2022 – 06/30/2022

Classified Personnel
January 25, 2022

Hernandez, Che	FC	Library Assistant II (100%) Permanent Increase in Months Employed From: 11.5 months To: 12 months Eff. 02/01/2022 PN FCC892
Jara, Jacqueline	FC	Admissions and Records Technician (100%) Temporary Change in Assignment To: Admissions and Records Specialist 12-month position (100%) Range 36, Step E + PG&D Classified Salary Schedule Eff. 02/01/2022 – 06/30/2022
Lindley, Evelyn	CC	Administrative Assistant II (100%) Temporary Change in Assignment To: Administrative Assistant III 12-month position (100%) Range 41, Step D Classified Salary Schedule Eff. 01/18/2022 – 06/30/2022 Eff. 07/01/2022 – 01/17/2023
Mai, Donald	FC	Library Assistant II (100%) Permanent Increase in Months Employed From: 11 months To: 12 months Eff. 02/01/2022 PN FCC730
Navarro, Oscar	FC	Instructional Asst., Academic Support Ctr. (100%) Permanent Increase in Months Employed From: 10 months To: 12 months Eff. 02/01/2022 PN FCC831

Classified Personnel
January 25, 2022

Treminio, Heather	FC	Administrative Assistant I (100%) Temporary Change in Assignment To: Curriculum Specialist 12-month position (100%) Range 40, Step A Classified Salary Schedule Eff. 02/01/2022 – 06/30/2022 Eff. 07/01/2022 – 12/31/2022
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PROFESSIONAL GROWTH & DEVELOPMENT

Cruz, Lizette	CC	Administrative Assistant II (100%) 1 st Increment (\$400) Eff. 07/01/2022
Flores, Jasmine	FC	Student Services Specialist (100%) 3 rd Increment (\$400) Eff. 07/01/2022

STIPEND FOR ADDITIONAL ADMINSTRATIVE DUTIES

Estudillo, Selene	FC	Administrative Assistant II (100%) 6% Stipend Eff. 01/03/2022 – 06/30/2022
Merchant, Jennifer	FC	Program Coordinator (100%) Extension of 6% Stipend Eff. 01/01/2022 – 03/31/2022
Resendiz, Beatriz	FC	Student Services Technician (100%) 6% Stipend Eff. 01/03/2022 – 04/04/2022
Salazar, Kellyann	FC	Health Education Coordinator Extension of 6% Stipend Eff. 01/01/2022 – 03/31/2022

STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Volcy, Ty	NOCE	Program Manager, LEAP Extension of 6% Stipend Eff. 01/01/2022 – 01/31/2022
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LEAVES OF ABSENCE

@00571290	FC	EOPS Program Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/14/2022 – 02/25/2022 (Consecutive Leave)
@00342535	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/03/2022 – 04/04/2022 (Consecutive Leave)
@00005402	CC	EOPS Program Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 02/02/2022 – 04/02/2022 (Consecutive Leave)
@01252080	FC	Laboratory Technician, Cosmetology Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/13/2021 – 01/21/2022 (Consecutive Leave)
@01298028	FC	Student Services Specialist, DSS (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 02/14/2022 – 02/25/2022 (Consecutive Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: January 25, 2022

SUBJECT: Professional Experts

Action	<u>X</u>
Resolution	<u> </u>
Information	<u> </u>
Enclosure(s)	<u>X</u>

BACKGROUND: Professional Experts within budget.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget. The supervising manager is authorized by the Board to assign budget numbers in the employment of Professional Experts.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.c.1

Item No.

Professional Experts
January 25, 2022

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Amundson, Stephen	CC	Technical Expert I	Piano Accompanist for Musical Theater Class	26	01/18/2022	05/20/2022
Angelov, Katalin	CC	Technical Expert II	SWP MAD Motion Picture Grip Technician	4	01/24/2022	06/15/2022
Arya, Simren	FC	Project Coordinator	Teacher Pathway Program	26	01/10/2022	02/25/2022
Arya, Simren	FC	Project Coordinator	Teacher Pathway Program	26	03/07/2022	03/25/2022
Arya, Simren	FC	Project Coordinator	Teacher Pathway Program	26	04/11/2022	05/20/2022
Arya, Simren	FC	Project Coordinator	Teacher Pathway Program	26	06/20/2022	06/30/2022
Avant, James	FC	Assistant Coach 5	Assistant Coach 5 – Football	26	12/13/2021	01/21/2022
Avant, James	FC	Assistant Coach 5	Assistant Coach 5 – Football	4	01/24/2022	03/25/2022
Avant, James	FC	Assistant Coach 5	Assistant Coach 5 – Football	2	03/28/2022	05/21/2022
Avant, James	FC	Assistant Coach 5	Assistant Coach 5 – Football	26	05/23/2022	06/03/2022
Avant, James	FC	Assistant Coach 5	Assistant Coach 5 – Football	13	06/06/2022	06/30/2022
Aviles, Gregory	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Bledsoe, Adam	NOCE	Project Coordinator	HSD DE Course Development	26	01/03/2022	06/30/2022
Bouza, Laura	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Cagley, Janet	NOCE	Technical Expert II	DE Project Management EASE & POCR Project	26	12/20/2021	01/12/2022
Carey, Jennifer	NOCE	Technical Expert II	NOCE Professional Development Facilitator Workshop Series Dec 2021 – Jan 2022	24	12/16/2021	01/13/2022
Carlisle, Teresa	NOCE	Project Expert	Career Pathways Specialist	22	12/13/2021	12/17/2021
Cintron, Nicole	FC	Project Coordinator	CTE Marketing Strong Workforce Project	26	01/17/2022	06/24/2022
Costello, Jeanne	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
De Jesus, Roman	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Delgado, Devyn	NOCE	Project Expert	COVID-19 Student Support Coordinator	26	01/03/2022	05/27/2022

Professional Experts
January 25, 2022

Delgado, Ziza	AC	Technical Expert II	Diversity & Inclusion Faculty Fellow	10	01/05/2022	06/30/2022
Desmond, Daniel	FC	Project Expert	Athletic Life Coach	5	12/13/2021	05/13/2022
Dunsmore, Pamela	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Duron, Yolanda	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Fouquette, Danielle	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Gibson, Raymond	CC	Technical Expert II	Acting for the Camera Training	8	01/10/2022	01/23/2022
Gonzalez, Elizabeth	FC	Project Expert	Educational Partnerships & Programs (Outreach)	26	01/10/2022	06/30/2022
Grote, Silvie	CC	Technical Expert II	Perkins V Industry Skill Attainment	35	12/20/2021	01/19/2022
Harris, Sandra	FC	Certified Athletic Trainer	Certified Athletic Trainer	18	01/03/2022	05/27/2022
Herrera, Daniel	FC	Project Expert	Educational Partnerships & Programs (Outreach)	26	01/10/2022	06/30/2022
Hock, Richard	CC	Technical Expert II	SWP Regional Automation Pathways (HVAC)	15	01/03/2022	06/20/2022
Huerta, Flor	FC	Technical Expert II	Guided Pathways IST Workgroup	10	12/20/2021	01/21/2022
Ikeda, Nancy	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Ishibashi, Jane	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Jimmons, Charlotte	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Jones, Jeanette	CC	Technical Expert I	Perkins V Hotel, Restaurant, Culinary	4	01/03/2022	06/01/2022
Kageyama, Jill	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Kar, Rosie	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Kemp, Darnell	FC	Technical Expert II	Distance Education Technical Expert/Coordinator	10	12/13/2021	01/23/2022
Krikorian, Paul	AC	Technical Expert II	Virtual Card/ACH Payment Process for Vendors	26	12/22/2021	06/30/2022
Lee, Albin	FC	Project Expert	Project Specialist – Associated Students	26	01/18/2022	06/30/2022
Lowery, Jordan	FC	Project Expert	Strong Workforce Center for Academic Internships Career Closet	26	01/24/2022	06/30/2022
Mann, Cheyenne	FC	Project Expert	Counseling and Center for Academic Internships	26	01/24/2022	01/31/2022
Mann, Cheyenne	FC	Project Expert	Counseling and Center for Academic Internships	26	02/07/2022	03/21/2022
Mann, Cheyenne	FC	Project Expert	Counseling and Center for Academic Internships	26	03/28/2022	04/10/2022

Professional Experts
January 25, 2022

Mann, Cheyenne	FC	Project Expert	Counseling and Center for Academic Internships	26	04/18/2022	05/15/2022
Mann, Cheyenne	FC	Project Expert	Counseling and Center for Academic Internships	26	05/23/2022	06/19/2022
Mann, Cheyenne	FC	Project Expert	Counseling and Center for Academic Internships	26	06/27/2022	06/30/2022
Martinez, Jaime	FC	Project Expert	Educational Partnerships & Programs (Outreach)	26	01/10/2022	06/30/2022
McClurkin, Tina	NOCE	Technical Expert II	CTE Research and Curriculum Development	26	12/23/2021	01/12/2022
McGraw, Elizabeth	NOCE	Project Manager	Emeritus Facilities Agreement Project	20	12/06/2021	06/20/2022
Moore, Michael	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Mota-Mireles, Jonathan	NOCE	Project Coordinator	Workability III Coach	26	01/03/2022	03/11/2022
Mota-Mireles, Jonathan	NOCE	Project Coordinator	Workability III Coach	26	04/05/2022	06/03/2022
Mueller, Michael	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Nguyen, Hung	FC	Project Expert	SSSP Related Data and research Project	26	01/10/2022	03/04/2022
Nguyen, Hung	FC	Project Expert	SSSP Related Data and research Project	26	05/30/2022	06/30/2022
Ocampo, Ana	NOCE	Project Coordinator	Translator	10	01/05/2022	03/18/2022
Ocampo, Ana	NOCE	Project Coordinator	Translator	10	03/28/2022	06/03/2022
Oo, Jennifer	NOCE	Technical Expert II	PCA Curriculum Development and IBEST Prep and MA/PCA Lab	26	12/20/2021	01/12/2022
Perez, Andrea	NOCE	Project Expert	Covid-19 Vaccination Mandate Support	26	12/06/2021	02/01/2022
Perez, Jaime	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Perez, Roger	FC	Technical Expert II	Flex Day Breakout Session Facilitator	10	12/06/2021	01/31/2022
Persichilli, Christopher	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Peters, Jeremy	CC	Technical Expert I	Perkins V Hotel, Restaurant, Culinary	4	01/03/2022	06/01/2022
Powers, Miguel	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Prell, Megan	NOCE	Technical Expert II	NOCE Professional Development Facilitator Workshop Series Dec 2021 – Jan 2022	24	12/16/2021	01/13/2022
Rivera, Cindy	NOCE	Project Expert	CAEP Budget Support	26	01/01/2022	06/30/2022
Roberts, Martha	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022

Professional Experts
January 25, 2022

Rosales, Alexandria	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Rosati, Stephanie	CC	Technical Expert I	Perkins V Hotel, Restaurant, Culinary	4	01/03/2022	06/01/2022
Sadek, Andrea	FC	Project Expert	Promise Career Pathways – Promise Coach	26	01/03/2022	06/24/2022
Saleh, Massoud	CC	Technical Expert II	SWP Regional Advanced Manufacturing Engineering	20	12/27/2021	06/30/2022
Samano, Jeffrey	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Sherard, Erin	NOCE	Technical Expert II	NOCE Professional Development Facilitator Workshop Series Dec 2021 – Jan 2022	24	12/16/2021	01/13/2022
Shields, Julie	NOCE	Technical Expert II	PT In-Patient Lab Update and ASHP Accreditation	26	12/20/2021	01/16/2022
Shyrokova, Anya	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
St John, Daria	AC	Project Expert	Hourly Processing, HR Tasks	26	01/10/2022	04/29/2022
St John, Daria	AC	Project Expert	Hourly Processing, HR Tasks	26	05/16/2022	06/30/2022
Stinson, Felicia	FC	Project Coordinator	Strong Workforce Center for Academic Internships - Career Launch	18	01/10/2022	06/30/2022
Swayzer, Luellen	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Teipe, William	NOCE	Technical Expert II	BIW IBEST Prep	26	12/20/2021	01/16/2022
Thavone, Lammone	AC	Project Expert	Payroll assist	26	12/08/2021	06/30/2022
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	01/03/2022	01/07/2022
Tribbe, Matthew	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022
Velasquez, Anacari	FC	Project Coordinator	CTE Website	20	01/03/2022	01/31/2022
Villeza, Kaipo	FC	Project Expert	Athletic Life Coach	26	12/13/2021	04/22/2022
Wang, Yao	FC	Technical Expert II	Concert Cello	6	12/15/2021	12/15/2021
Way, Chase	AC	Technical Expert II	Diversity & Inclusion Faculty Fellow	26	12/18/2021	01/23/2022
Zaragoza, Juan	FC	Technical Expert II	Guided Pathways Group	10	12/13/2021	01/21/2022

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: January 25, 2022
SUBJECT: Hourly Personnel

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: Short-term, substitute and student work-study/work experience personnel may be employed on a temporary basis from time to time to assist in the workload of various departments.

In accordance with the District's administrative procedures, the employment of short-term and substitute employees is restricted to not more than twenty-six (26) hours per week. The employment of student employees is restricted to not more than twenty (20) hours per week.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.d.1

Item No.

Hourly Personnel
January 25, 2022

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alfajora, Kristen	FC	Paraprof - Assist in the ACT computer lab	01/26/22	05/21/22	TE A 2
Angulo, Adolph	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Arzate Zavala, Daniela	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Bell, Logan	FC	Technical - Assist in the Natural Science Lab	01/26/22	04/27/22	TE B 1
Cano, Erica	FC	Technical - Assist Campus Safety with various duties	01/24/22	04/23/22	TE B 4
Carrillo, Barahona	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Ceja, Angelica	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Ferrer, Janice	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Galleran, Kate	CC	Paraprof - On-call theater crew for campus productions	01/26/22	06/30/22	TE B 4
Guerrero, Ashley	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Ha, Luica Songhee	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Hummel, Tiffany	FC	Technical - Student Check-in Center	01/26/22	05/21/22	TE A 2
Jackson, Natalie	CC	Paraprof - On-call theater crew for campus productions	01/26/22	06/30/22	TE J 1
Kahil, Ragaa	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
King, Elliott	FC	Technical - Assist in Admissions and Records	03/28/22	06/24/22	TE B 4
Labounty, Colby	FC	Technical - Student Check-in Center	01/26/22	05/21/22	TE A 2
Lancaster, Luke	FC	Technical - Health Center Assistant	01/26/22	05/21/22	TE A 2
Lee-Perry, Desiree	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Maalouf, Maria	FC	Paraprof - Provide specialized instructional support for DSS students	02/09/22	06/30/22	TE A 1
Magana, Lesley	FC	Technical - Student Check-in Center	01/26/22	05/21/22	TE A 2
Malacara, Jennifer	FC	Technical - Assist in Admissions and Records	03/28/22	06/24/22	TE B 4
Martinez, Eric	FC	Technical - Assist the Campus Safety Department	02/14/22	05/14/22	TE A 1
McCray, Eric	FC	Technical - Assist with game management	01/26/22	05/20/22	TE A 2
Moreno, Vanessa	FC	Technical - Student Check-in Center	01/26/22	05/21/22	TE A 2
Nguyen, Mindy	CC	Technical - Assist in Guardian Scholars Program	01/26/22	04/27/22	TE A 4

Hourly Personnel
January 25, 2022

Nguyen, Vytram	CC	Technical - Assist in Counseling Office	01/25/22	04/26/22	TE A 2
Park, Jonathan	CC	Paraprof - Assist in Culinary Arts program	01/31/22	05/06/22	TE B 1
Perez, Christian	CC	Technical - Assist in Bursar Fee Station	01/27/22	04/28/22	TE A 2
Rickard, Nicole	FC	Paraprof - On-call theater crew for campus/rental productions	01/27/22	06/30/22	TE A 4
Saucedo, Elissa	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Smart, Russel	FC	Paraprof - Assist in the ACT computer lab	01/26/22	05/21/22	TE A 2
Villavicencio, Jacob	FC	Technical - Student Check-in Center	01/26/22	05/21/22	TE A 2
Wayne, Ashley	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Williams, Neito Flores	AC	Technical - Assist in District's Future Instructor Training Program	01/19/22	05/21/22	TE A 1
Wishart, Gregory	FC	Paraprof - Assist in the ACT computer lab	01/26/22	04/23/22	TE A 2

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alingog, Matthew	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/26/22	06/30/22	TE A 1
Arellano, Joseph	FC	Direct Instr Support - Natural Sciences PAL tutor	01/26/22	06/30/22	TE A 1
Calderon, Hillary	CC	Direct Instr Support - Tutor for Math Learning Center	01/26/22	06/30/22	TE A 2
Dewell, Amanda	FC	Direct Instr Support - Tutor for Biotech programs	01/26/22	06/30/22	TE A 3
Echanique, Brian	FC	Direct Instr Support - Tutor for the Writing Center	01/26/22	06/30/22	TE A 1
Escamilla, Laura	FC	Direct Instr Support - Tutor for the Writing Center	01/26/22	06/30/22	TE A 1
Galindo, Stephanie	CC	Direct Instr Support - Tutor for English Success Center	01/24/22	06/30/22	TE B 1
Jeong, Christina	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/24/22	06/30/22	TE A 4
Karakra, Sagidah	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/24/22	06/30/22	TE B 2
Montgomery, Robert	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/26/22	06/30/22	TE A 1
Navarrete, Betsy	FC	Direct Instr Support - Tutor for the Writing Center	01/26/22	06/30/22	TE A 1
Ngo, Amy	FC	Direct Instr Support - Tutor for the Writing Center	01/26/22	06/30/22	TE A 1
Patel, Adarsh	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/24/22	06/30/22	TE A 2
Sangalang, Samuel	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/24/22	06/30/22	TE A 2

Hourly Personnel
January 25, 2022

Tan, Stephanie	FC	Direct Instr Support - Tutor for Biotech programs	01/26/22	06/30/22	TE A 3
Thompson, Morgan	CC	Direct Instr Support - Tutor for Learning Resource Center	01/24/22	06/30/22	TE A 2
Zaira, Arias Chaidez	NOCE	Direct Instr Support - Tutor for Students with Disabilities	01/26/22	06/30/22	TE A 2

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Fredrick, Mark	FC	Technical - Substitute for Classified employee on leave	01/10/22	05/07/22	TE B 1
Perez, Mayra	FC	Technical - Substitute for Classified employee on leave	01/26/22	06/26/22	TE A 2
Sanghvi, Ameer	FC	Technical - Substitute for Classified employee on leave	01/10/22	05/07/22	TE B 1

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Abrantes, Airish	CC	Work Study Student - Assist with Food Banks	01/25/22	06/30/22	TE A 1
Asendorf, Michael	CC	Full-time Student - Assist in Culinary Arts program	01/26/22	06/30/22	TE B 1
Audelo, Mikayla	FC	Full-time Student - Student Check-in Center	01/26/22	05/21/22	TE A 2
Mansuri, Meesbah	CC	Work Study Student - Assist in Career Center	01/26/22	06/30/22	TE A 1
Mendez, Fernando	FC	Full-time Student - Assist in Admissions and Records	02/09/22	06/30/22	TE A 1
Miranda, Dafny	CC	Work Study Student - Assist with Food Banks	01/25/22	06/30/22	TE A 1
Nguyen, Vy	CC	Work Study Student - Assist in the Transfer Center	01/24/22	06/30/22	TE A 1
Ramos, Benjamin	FC	Work Study Student - Student Check-in Center	01/26/22	05/21/22	TE A 2
Reyes, Lorraine	CC	Full-time Student - Assist in the Learning Resource Center	01/24/22	06/30/22	TE A 1
Rodriguez, Steven	FC	Full-time Student - Student Check-in Center	01/26/22	05/21/22	TE A 2
Singletary, Branden	FC	Full-time Student - Assist Campus Safety with various duties	01/24/22	06/30/22	TE A 2
Thornburg-Garcia, J.	CC	Full-time Student - Assist in Culinary Arts program	01/26/22	06/30/22	TE B 1
Vasquez, Alyssa	FC	Full-time Student - Student Check-in Center	01/26/22	05/21/22	TE A 2
Yepez, Roberto	FC	Full-time Student - Assist Campus Safety with various duties	01/24/22	06/30/22	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: January 25, 2022

SUBJECT: Volunteers

Action	<u>X</u>
Resolution	<u> </u>
Information	<u> </u>
Enclosure(s)	<u>X</u>

BACKGROUND: The District recognizes the value of volunteer services in conjunction with certain programs, projects, and activities and may use the services of volunteers from time to time, when it serves the interests of the District. Volunteers are individuals who freely offer to perform services for the District without promise, expectation, or receipt of any compensation for the services provided.

How does this relate to the five District Strategic Directions? NOCCCD will provide an inclusive, equitable, and welcoming environment to support the well-being and professional growth of all employees.

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by


Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
January 25, 2022

Name	Site	Program	Begin	End
Cooper, Mabel	FC	Veterans Administration Work Study	01/26/2022	06/30/2022
Flores, Jose	FC	Physical Education - Athletics Training	01/26/2022	05/21/2022
Foreman, Gabriella	FC	Physical Education - Athletics Training	01/03/2022	05/21/2022
Gonzalez Diaz, Jessica	FC	Internship - Educational Promise Program	02/09/2022	05/20/2022
Heliax, Joost	FC	Veterans Administration Work Study	01/26/2022	06/30/2022
Kemper, James	FC	Veterans Administration Work Study	01/26/2022	06/30/2022
Lazaro, Anjelika	FC	Veterans Administration Work Study	01/26/2022	06/30/2022
Martinez, Daisy	FC	Physical Education - Athletics Training	01/26/2022	05/21/2022
Ortega, Karen	FC	Internship - Educational Promise Program	02/09/2022	05/20/2022
Raichel, Alexis	FC	Physical Education – Athletics Training	01/25/2022	05/13/2022
Ramos, Tracy	FC	Internship – Counseling & Student Dev	02/09/2022	06/30/2022
Rejtharek, Karina	FC	Physical Education - Athletics Training	01/26/2022	05/21/2022
Taylor, Priscilla	FC	Internship - Educational Promise Program	02/09/2022	05/20/2022
Tieva, Jessica	FC	Veterans Administration Work Study	01/26/2022	06/30/2022
Toxqui Moctezuma, Giselle	FC	Internship - Educational Promise Program	02/09/2022	05/20/2022
Varillas, Alexis	FC	Internship – Counseling and Student Dev	02/09/2022	06/30/2022

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	January 25, 2022	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Revised Board Policies	Enclosure(s)	<u> X </u>

BACKGROUND: The Board Policies included in this agenda item were reviewed and revised to reflect content revisions recommended by Chancellor’s Staff and/or CCLC as part of the 6-year review cycle.

The District Consultation Council reviewed, discussed, and reached consensus on the following revised Board Policies on November 22, 2021. The Board had a first reading of the policies on December 14, 2021 and the requested revisions to BP 4226 have been incorporated.

Chapter 4, Academic Affairs

BP 4100, Graduation Requirements for Degrees and Certificates: Revised to update the “Reference” section, add legally required content, make grammar corrections, and update the corresponding administrative procedure.

BP 4110, Honorary Degrees: Revised to make grammar corrections and update the corresponding administrative procedure.

BP 4225, Course Repetition: Revised to correct the “Reference” section and make a grammar correction and update the corresponding administrative procedure.

BP 4226, Multiple and Overlapping Enrollments: Revised to add legally required content, make grammar corrections, and update the corresponding administrative procedure.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 3) Stewardship of Resources – NOCCCD will promote a shared vision of responsible stewardship of District resources through transparent and inclusive decision-making and integrated planning.

How does this relate to Board Policy: This item is in accordance with Board Policy 2410, Board Policies and Administrative Procedures.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt the proposed, revised Board Policies in Chapter 4.

Byron D. Cliff Breland

Recommended by



Approved for Submittal

6.a.1

Item No.

BP 4100 Graduation Requirements for Degrees & Certificates

Reference:

**Education Code Section 70902(b)(3);
Title 5, Sections ~~55800~~, [55060](#) et seq.;
[ACCJC Accreditation Standard II.A;](#)**

- 1.0 The District grants the degrees of Associate in Arts, Associate in Science, and Bachelor's Degree to those students who have completed the subject requirements for graduation and who have maintained a 2.0 grade point average in courses completed. Students must also complete the general education residency and competency requirements set forth in Title 5 regulations.
- 2.0 Students may be awarded a Certificate of Achievement upon successful completion of [a minimum of 18 or more semester units of degree-applicable coursework representing as a pattern of learning experiences designed to develop certain capabilities that may be oriented to career or general education.](#) ~~courses of study or curriculum for which the District offers a certificate.~~ The District has certificate programs that upgrade and develop occupational and vocational proficiency.
- 3.0 The Chancellor, in consultation with the faculty, as stated in BP/AP2510, [Participation in Local Decision-making](#) shall establish procedures to determine degree and certificate requirements [that include appropriate involvement of the local curriculum committee](#) and to assure that graduation requirements are published in the District's catalog(s) and included in other resources that are convenient for students.

See Administrative Procedure AP 4100, [Graduation Requirements for Degrees & Certificates.](#)

Date of Adoption: June 22, 2004

Date of Last Revision: November 28, 2017

BP 4110 Honorary Degrees

Reference:

Education Code Section 72122

- 1.0 Honorary degrees may be awarded at commencement or some other equally appropriate time. The names of persons receiving honorary degrees must be approved by the Board [of Trustees](#).
- 2.0 The Chancellor, in consultation with the faculty, as stated in BP/AP 2510, [Participation in Local Decision-making](#), shall establish procedures and criteria for the award of honorary degrees.

See Administrative Procedure AP 4110, [Honorary Degrees](#).

Date of Adoption: June 22, 2004

North Orange County Community College District
BOARD POLICY
Chapter 4
Academic Affairs

BP 4225 Course Repetition

Reference:

Title 5, Sections ~~55023-55024; 55030; 55040-55045; 56022; 56029;~~ [55040, 55041, 55042, 55044, and 58161](#)

- 1.0 The colleges shall designate, in accord with relevant California regulations and statutes, those courses that are repeatable due to the activity (e.g., physical education) or performance (e.g., music, dance, art) nature of instructional activities contained in the courses. Students may repeat courses in colleges within the District and designated as repeatable up to the allowable limit established by the colleges, but in no case shall a student be allowed to repeat such courses more than three (3) times.
- 2.0 Students may repeat no more than two times the same course in colleges within the District in which substandard grades or W's were assigned. The colleges may establish local procedures to intervene and advise students who have received multiple substandard grades or excessive W's prior to re-enrolling in the same course in any college within the District.
 - 2.1 The colleges shall exclude the first two substandard grades a student has earned in a course offered at a college within the District in computing the overall GPA if the student repeats the course two times.
 - 2.2 An assignment of MW in accord with provisions related to military service shall not count toward the college computation or exclusion related to probation or dismissal.
 - 2.3 An assignment of MW shall not count toward the maximum allowable number of repetitions to which the student would otherwise be entitled.
 - 2.4 Students who have previously earned a grade of C or better in a course offered at the colleges within the District shall be allowed to repeat the course under the following conditions:
 - 2.4.1 There is a recency requirement for the course as a prerequisite at an accredited institution to which the student will be transferring, or
 - 2.4.2 The appropriate college curriculum committee has established a recency requirement in accord with the regular prerequisite approval process.
 - 2.4.3 When a student repeats a course offered at a college within the District under these provisions, the previous grade and credit will be disregarded in computing the student's cumulative GPA.
 - 2.5 In accord with a determination that such repetition is required as a disability-related accommodation for a particular student, repetition any number of times in a special class for students with disabilities offered at colleges within the District shall be allowed.

BP 4225 Course Repetition

- 2.5.1 The previous grade and credit will be disregarded in computing the student's cumulative GPA each time the course is repeated under this provision.
- 2.6 A student may enroll in an open entry/open exit course offered at colleges within the District as many times as necessary to complete one time the entire curriculum of the course as described in the course outline of record. Repetition of any portion of such a course may be allowed only under the following provisions:
 - 2.6.1 the course is required for legally mandated training, or
 - 2.6.2 the course is a special class for students with disabilities, or
 - 2.6.3 repetition of the course is justified due to extenuating circumstances, or
 - 2.6.4 the student wishes to repeat the course in accord with section 2.1 of this policy.
- 2.7 Each time a student enrolls in a physical education activity course offered in an open entry/open exit basis, regardless of the number of units for which the student enrolls, the enrollment shall count as a repetition of the course for purposes of section 1.0.
- 2.8 When course repetition of a portion of a course is permitted under the circumstances described in section 2.6, the previous grade and credit shall be disregarded in computing the student's cumulative GPA.
- 3.0 Students may repeat the same course in colleges within the District beyond the provisions indicated above if:
 - 3.1 Apportionment is not claimed, and
 - 3.2 The chief instructional officer or the chief student services officer (as designated by the college) approves of such enrollment subsequent to review of a petition filed by the student.
- 4.0 The colleges shall establish local procedures to allow for the repetition of a course offered in the colleges within the District that is not designated as a repeatable course where a determination has been made that there are extenuating circumstances, which justify the repetition.
- 5.0 When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.
- 6.0 Specific regulations regarding course repetitions will be included in the college catalogs and made available to students.

BP 4225 Course Repetition

- 7.0 No limits are imposed on the repetition of non-credit courses. However, in the case of special non-credit courses, such as those for students with disabilities, restrictions on repeatability may be imposed when students are judged to have met the objectives of a course and/or are no longer making measurable progress.

See Administrative Procedure 4225, [Course Repetition](#).

Date of Adoption: June 22, 2004

Date of Last Revision: November 28, 2017
March 8, 2011

BP 4226 Multiple and Overlapping Enrollments

Reference:

Title 5 Section 55007

- 1.0 [The Chancellor shall establish procedures to ensure that a student may only enroll in two or more sections of the same credit course during the same term only if the length of the course is such that the student is not enrolled in more than one section at any given time.](#) ~~The Chancellor shall establish procedures to ensure that students may only enroll in two or more courses where the meeting times overlap under the conditions specified in Title 5, Section 55007.~~
- [2.0 The Chancellor shall establish procedures to ensure that a student may enroll in two or more courses where the meeting times overlap only under the conditions specified in Title 5 Section 55007.](#)

See Administrative Procedure AP 4226, [Multiple and Overlapping Enrollments.](#)

Date of Adoption: January 27, 2009

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	January 25, 2022	Resolution	_____
SUBJECT:	New Administrative Procedure 3580, Environmental Sustainability	Information	X
		Enclosure(s)	X

BACKGROUND: Initial interest in the development of a District sustainability policies was expressed by Trustee Jacqueline Rodarte with support from the Board. BP 3580, Sustainability Plan was later developed based on campus interest and approved by the Board on May 26, 2021.

The development of AP 3580, Environmental Sustainability was led by Aline Gregorio and Megan Moscol, Fullerton College Sustainability Committee Co-Chairs, and the Fullerton College Faculty Senate due to campus interest to accompany BP 3580. The proposed AP was vetted and approved by each of the three campus Sustainability Committees, the Fullerton College President’s Advisory Council, the Cypress College President’s Advisory Council, and the NOCE President’s Cabinet.

The District Consultation Council reviewed, discussed, and reached consensus on AP 3580 on November 22, 2021.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction 1) Student Experience & Success – NOCCCD will provide comprehensive support, equitable opportunities, co-curricular programming, and clear pathways to ensure that students achieve their educational and career goals.

How does this relate to Board Policy: This item is in accordance with Board Policy 2410, Board Policies and Administrative Procedures.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board receive as information the new AP 3580 and direct that it be placed on a future Board meeting agenda for action.

Byron D. Clift Breland

Recommended by



Approved for Submittal

6.b.1

Item No.

AP 3580 Environmental Sustainability

Reference:

**California Community Colleges Board of Governors Sustainability Policy (2019);
Association for the Advancement of Sustainability in Higher Education
Sustainability Tracking, Assessment, and Rating System (STARS);
United Nations Sustainable Development Goals (UNSDGs)**

1.0 Statement of Purpose

- 1.1 Environmental sustainability is critically important to the North Orange County Community College District (NOCCCD) and the California Community College System at large. The purpose of this procedure is to provide guidelines for implementing principles of environmental sustainability in the institutional design, services, and operations of NOCCCD campuses.
- 1.2 All categories, criteria, and terms used are defined by the Association for the Advancement for Sustainability in Higher Education (AASHE) in their Sustainability Tracking, Advancement & Rating System (STARS) (<https://stars.aashe.org>) planning framework. NOCCCD campuses are to meet or exceed all applicable statewide policies, targets, and goals relevant to sustainability.
- 1.3 When fiscally and operationally feasible, the following sustainability procedures will be utilized for maintaining and implementing sustainability across the District.

2.0 Operations: The District will pursue environmental sustainability in its maintenance and facilities operations.

- 2.1 Air, Climate, and Energy: In alignment with California climate policy leadership, and according to Executive Order B-18-12, the District will recommend all District entities:
 - 2.1.1 Complete, maintain, and update greenhouse gas emissions inventories from owned/controlled sources (Scope 1) and purchased electricity (Scope 2) at least every three years; and
 - 2.1.2 Benchmark its energy consumption, minimize operational energy use, generate on-site renewable energy, and target net zero greenhouse gas emissions using state definitions.
- 2.2 Buildings: The District will construct, renovate, maintain, and operate buildings in accordance with a published green building rating system to monitor progress and strive for International Living Future Institute (ILFI) zero energy certification in order to mitigate the building's impact on the outdoor environment and provide a safe and healthy indoor environment.
- 2.3 Food and Dining: The District will develop and support food systems that are safe and environmentally and socially responsible. The District will prioritize purchases of food and beverage products that are sustainably and ethically produced, and/or

AP 3580 Environmental Sustainability

plant-based as well as minimize food waste and single-use plastics.

- 2.4 Landscape and Biodiversity: The District will maximize landscape design and greenspace accessibility to support the campus community and local biodiversity. NOCCCD campuses will:
- 2.4.1 Support and manage grounds using organic products or in accordance with an Integrated Pest Management (IPM) program;
 - 2.4.2 Support local biodiversity by conducting and maintaining an assessment to identify endangered and vulnerable species and/or areas of biodiversity importance on land owned or managed by the institution; and
 - 2.4.3 Integrate climate adaptive native species and/or species of ethnobotanical significance into landscape design.
- 2.5 Purchasing: When possible, the District will purchase products with socially and environmentally responsive low energy electronic products; cleaning and janitorial products that meet multi-criteria sustainability standards; and office paper with post-consumer recycled content, agricultural residue, and/or Forest Stewardship Council (FSC) certified content.
- 2.6 Transportation: The District will reduce the environmental impact of student and employee commuting by regularly gathering data about commuting behavior; implementing strategies to encourage sustainable modes of transportation including opportunities for ridesharing and alternative fueling stations; increasing the share of vehicles that are hybrid, electric, and/or alternatively fueled in the institution's motorized fleet.
- 2.7 Waste: The District will minimize the amount of solid waste that enters landfills. NOCCCD campuses will:
- 2.7.1 Collect and maintain data of weight of materials recycled, composted, donated/resold, and disposed in a landfill or incinerator in order to track, report, benchmark and move towards zero waste;
 - 2.7.2 Implement a process to maximize diversion of non-hazardous construction and demolition waste from the landfill and/or incinerator;
 - 2.7.3 Develop and maintain a process to safely dispose of all hazardous, special universal, and non-regulated chemical waste, and minimize the presence of these materials on campus. Recycle, reuse, and/or refurbish electronic waste generated by the institution and/or its students.
- 2.8 Water: The District will maintain data on potable and non-potable water use, use

AP 3580 Environmental Sustainability

green infrastructure and low impact development (LID) practices to help mitigate stormwater run-off impacts, and maximize efforts to use rainwater as a resource.

- 3.0 **Education and Training:** The District will model sustainability learning and practice by supporting faculty and appropriate shared governance bodies in the development of curriculum, programs, and co-curricular educational opportunities that prepare students to understand environmental issues and address environmental sustainability challenges. Colleges shall adopt sustainability-related institutional level learning outcomes and offer sustainability-focused courses, degree programs, or concentrations. The District will provide each respective campus with resources for professional development for faculty and staff to learn and incorporate principles of environmental sustainability in and beyond the classroom.
- 4.0 **Community Partnerships and Engagement:** The District will promote sustainability for student and public engagement, community partnerships, and service. The District will:
- 4.1 Coordinate ongoing sustainability-oriented outreach, campaigns, and initiatives;
 - 4.2 Support co-curricular programming and activities including vocational and continued education courses that address sustainability;
 - 4.3 Conduct regular assessment of sustainability campus culture focusing on sustainability values, behaviors, beliefs, and community service;
 - 4.4 Develop formal community partnerships with local colleges, high schools, city and local governing bodies, and organizations to advance sustainability at a community level;
 - 4.5 Advocate for public policies that support campus sustainability or advance principles of sustainability at wider scales.
- 5.0 **Planning and Administration:** The District is committed to institutionalizing and dedicating resources to foster sustainability. NOCCCD campuses will:
- 5.1 Create a formal committee, office, and/or officer to advise on and implement policies and programs related to sustainability;
 - 5.2 Publish a Sustainability Plan that includes regular assessment and reporting on measurable sustainability objectives that is integrated in the institution's Strategic Master Plan;
 - 5.3 Participate in and complete an assurance process that provides independent affirmation that reporting information is accurate and consistent with third party standards;
 - 5.4 Promote diversity, equity, affordability, and well-being of its employees and students as components of sustainability and continue to assess, monitor, and

AP 3580 Environmental Sustainability

improve these efforts by aligning with existing policies and governing bodies dedicated to these areas.

6.0 **Definitions:** For purposes of this procedure, the following definitions apply:

- 6.1 **AASHE:** The Association for the Advancement for Sustainability in Higher Education (AASHE) is the leading association for the advancement of sustainability in higher education. AASHE serves a full range of higher education faculty, administrators, staff and students who are change agents and drivers of sustainability innovation. Established in 2005, AASHE is comprised of over 900 members across 48 U.S. states, 1 U.S. Territory, 9 Canadian provinces and 20 countries.
- 6.2 **STARS:** The Sustainability Tracking, Assessment & Rating System™ (STARS) is a voluntary, self-reporting framework for helping colleges and universities track and measure their sustainability progress. It is designed to: 1) provide a framework for understanding sustainability in all sectors of higher education; 2) enable meaningful comparisons over time and across institutions using a common set of measurements developed with broad participation from the campus sustainability community; 3) Create incentives for continual improvement toward sustainability. 4) Facilitate information sharing about higher education sustainability practices and performance. 5) Build a stronger, more diverse campus sustainability community (STARS® 2.2 Technical Manual p.1). 100% of CSUs and UCs and increasing shares of CCCs use STARS as a tracking tool to assess and benchmark progress in sustainability.
- 6.3 **Sustainability:** AASHE defines sustainability in a pluralistic and inclusive way, encompassing human and ecological health, social justice, secure livelihoods, and a better world for all generations. STARS attempts to translate this broad and inclusive view of sustainability to measurable objectives at the campus level. Thus, it includes performance indicators related to, for example, ecological integrity, social and economic justice, and democratic governance. Today most uses of and references to sustainability emphasize the concept's simultaneous environmental, social, and economic dimensions (AASHE).
- 6.4 **Integrated Pest Management:** Integrated pest management (IPM) uses a combination of biological, cultural, physical/mechanical and chemical management tools to solve pest problems while minimizing risks to people and the environment. Although every IPM program is different, successful programs use the same four-tiered approach: 1) set action thresholds, 2) monitor and identify pests, 3) prevent or remove conditions that attract pests, and 4) control. For more information, see the U.S. Environmental Protection Agency's IPM Principles.
- 6.5 **ILFI Zero Energy Certification:** This certifies that one hundred percent of a building's energy needs on a net annual basis are supplied by renewable energy through a third-party audit of actual performance data. Certification is based on actual, not modeled, performance. There are a number of ZE Certification

AP 3580 Environmental Sustainability

exceptions, related to use of offsetting offsite renewables, on-site combustion, and other circumstances (International Living Future Zero Energy Certification).

- 6.6 Scope 1 GHG Emissions: These emissions are direct GHG emissions occurring from sources that are owned or controlled by the institution. Scope 1 emission sources include: Combustion of fuels to produce electricity, steam, heat, or power using equipment in a fixed location such as boilers, burners, heaters, furnaces, incinerators; and Combustion fuels by institution-owned cars, tractors, buses, and other transportation devices (STARS® 2.2 Technical Manual OP-01 p.5).
- 6.7 Scope 2 GHG Emissions: These emissions are indirect GHG emissions that are a consequence of activities that take place within the organizational boundaries of the institution, but that occur at sources owned or controlled by another entity. Scope 2 emission sources include purchased electricity, purchased heating, purchased cooling, and purchased steam (STARS® 2.2 Technical Manual OP-01 p.5).

See Board Policy 3580, Sustainability Plan; Board Policy 3250, Institutional Planning; Board Policy 3505, Emergency Response Plan; Administrative Procedure 3570, Smoking on Campus; Board Policy 5200, Student Health Services; Board Policy 5300, Student Equity; Board Policy 7100, Commitment to Equal Employment Opportunity and Diversity

Date of Adoption:

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: January 25, 2022
SUBJECT: Future Board Agenda Items

Action	_____
Resolution	_____
Information	_____ X _____
Enclosure(s)	_____

BACKGROUND: At the June 2018 Board and Chancellor planning retreat, the group discussed how to make Board meetings more effective and efficient. As a result of that discussion, it was agreed that a new *Future Board Agenda Items* section would be included in Board meeting agendas to provide an opportunity for trustees to discuss the possibility of adding topics or items of interest to future agendas.

This information item is presented to allow for discussion on any potential future Board agenda items.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: This item is in accordance with Board Policy 2310, Regular Meetings of the Board and Board Policy 2340, Agendas.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board discuss any potential future Board agenda items.

Byron D. Clift Breland
Recommended by


Approved for Submittal

6.c
Item No.

UNAPPROVED
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

December 14, 2021

The Board of Trustees of the North Orange County Community College District met for its Organizational Meeting on Tuesday, December 14, 2021, at 5:30 p.m. via Zoom teleconference and YouTube livestream.

President Barbara Dunsheath called the meeting to order at 5:31 p.m. Fullerton College Student Kenson Gomez led the Pledge of Allegiance to the Flag and provided a statement on what democracy means to him.

TRUSTEE ROLL CALL: Present: Ryan Bent, Stephen T. Blount, Jeffrey P. Brown, Barbara Dunsheath, Ed Lopez, Jacqueline Rodarte, Evangelina Rosales, and Student Trustees Erin Lacorte and Meena Pandian. Absent: None.

RESOURCE PERSONNEL PRESENT: Fred Williams, Interim Chancellor; Kashu Vyas, District Director, Fiscal Affairs; Irma Ramos, Vice Chancellor, Human Resources; Cherry Li-Bugg, Vice Chancellor, Educational Services & Technology; Gil Contreras, Interim President, Fullerton College; JoAnna Schilling, President, Cypress College; Valentina Purtell, President, North Orange Continuing Education; Kai Stearns, District Director, Public & Governmental Affairs; Ty Volcy, representing the District Management Association; Damon De La Cruz, representing the Cypress College Academic Senate; Jennifer Combs, representing the Fullerton College Faculty Senate; Christie Diep, representing United Faculty; Joseph Vasquez, representing CSEA; Dash Johnson, representing Adjunct Faculty United; and Alba Recinos, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES PRESENT: Paul De Dios, Alex Porter, and Kathleen Reiland from Cypress College; Rod Garcia, Elaine Lipiz Gonzalez, and Jose Ramon Nuñez from Fullerton College; Karen Bautista and Terry Cox from North Orange Continuing Education; and Danielle Davy, Devin Griffith, and Gabrielle Stanco from the District Office.

VISITORS: Kenson Gomez. Public participation was provided via YouTube livestream.

RECOGNITION OF THE 2021 BOARD OFFICERS: Interim Chancellor Fred Williams thanked outgoing Board officers Barbara Dunsheath, President; Jacqueline Rodarte, Vice President; and Ed Lopez, Secretary, for their service throughout the year.

ELECTION OF BOARD PRESIDENT: Board President Barbara Dunsheath called for nominations for the office of President of the Board of Trustees for a one-year term.

Trustee Jeffrey P. Brown moved and Trustee Ryan Bent seconded the nomination of Trustee Jacqueline Rodarte for President of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.**

ELECTION OF BOARD VICE PRESIDENT: Trustee Jacqueline Rodarte assumed the Board Presidency and called for nominations for the office of Vice President of the Board of Trustees for a one-year term.

Trustee Stephen T. Blount moved and Trustee Barbara Dunsheath seconded the nomination of Trustee Ed Lopez for the office of Vice President of the Board of Trustees for a one-year term. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.**

ELECTION OF BOARD SECRETARY: Board President Jacqueline Rodarte called for nominations for the office of Secretary of the Board of Trustees for a one-year term.

Trustee Ryan Bent moved and Trustee Barbara Dunsheath seconded the nomination of Trustee Jeffrey P. Brown for the office of Secretary of the Board of Trustees for a one-year term. Then Trustee Stephen T. Blount moved and Trustee Ed Lopez seconded the nomination of Trustee Evangelina Rosales for the office of Secretary of the Board of Trustees for a one-year term. Trustees Jeffrey P. Brown and Evangelina Rosales each shared the reasons for their interest in serving as Secretary of the Board.

The Board voted on the original motion to nominate Trustee Jeffrey P. Brown for the office of Secretary of the Board of Trustees for a one-year term. **Motion failed with Trustees Bent, Brown, and Dunsheath voting yes, and Trustees Blount, Lopez, Rosales, and Rodarte voting no including the Student Trustees advisory votes.**

The Board then voted on the motion to nominate Trustee Evangelina Rosales for the office of Secretary of the Board of Trustees for a one-year term. **Motion carried with Trustees Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes, and Trustee Bent voting no.**

APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE COUNTY COMMITTEE ON ELECTION OF MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION: Board President Jacqueline Rodarte appointed Stephen T. Blount as the Board's representative and Evangelina Rosales as the Alternate to the County Committee on School District Organization.

APPOINTMENT OF REPRESENTATIVE TO THE FULLERTON MUSEUM ASSOCIATION OF NORTH ORANGE COUNTY: Board President Jacqueline Rodarte appointed Trustee Evangelina Rosales as the Board's representative to the Fullerton Museum Association of North Orange County.

APPOINTMENT OF REPRESENTATIVE TO THE CYPRESS COLLEGE FOUNDATION: Board President Jacqueline Rodarte appointed Trustee Stephen T. Blount as the Board's representative to the Cypress College Foundation.

APPOINTMENT OF REPRESENTATIVE TO THE FRIENDS OF FULLERTON COLLEGE FOUNDATION: Board President Jacqueline Rodarte appointed Trustee Evangelina Rosales as the Board's representative to the Friends of Fullerton College Foundation with Trustee Jacqueline Rodarte serving as the alternate.

APPOINTMENT OF REPRESENTATIVE TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Jacqueline Rodarte appointed Trustee Ed Lopez as the Board's representative to the Community College Foundation of North Orange County.

APPOINTMENT OF TWO AD HOC REPRESENTATIVES TO THE COMMUNITY COLLEGE FOUNDATION OF NORTH ORANGE COUNTY: Board President Jacqueline Rodarte appointed Fred Williams and Kai Stearns as Ad Hoc Representatives to the Community College Foundation of North Orange County.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT INVESTMENT COMMITTEE: Board President Jacqueline Rodarte appointed Trustees Ryan Bent, Stephen T. Blount, and Jeffrey P. Brown as the Board's representatives to the District Investment Committee.

APPOINTMENT OF THREE REPRESENTATIVES TO THE DISTRICT AUDIT COMMITTEE: Board President Jacqueline Rodarte appointed Trustees Barbara Dunsheath, Ed Lopez, and Jacqueline Rodarte as the Board's representatives to the District Audit Committee.

APPOINTMENT OF REPRESENTATIVE TO THE ORANGE COUNTY COMMUNITY COLLEGES LEGISLATIVE TASK FORCE: Board President Jacqueline Rodarte appointed Trustee Evangelina Rosales as the Board's representative to the Orange County Community Colleges Legislative Task Force.

APPOINTMENT OF REPRESENTATIVE TO THE DISTRICT RETIREMENT BOARD: Board President Jacqueline Rodarte appointed herself as the Board's representative to the District Retirement Board.

APPOINTMENT OF CHANCELLOR AS EXECUTIVE SECRETARY: Board President Jacqueline Rodarte appointed Incoming Chancellor Byron D. Clift Breland as the Executive Secretary to the Board.

APPOINTMENT OF ADMINISTRATIVE SUPPORT MANAGER, CHANCELLOR'S OFFICE, AS RECORDING SECRETARY: Board President Jacqueline Rodarte appointed Alba Recinos, Administrative Support Manager, Chancellor's Office, as Recording Secretary for the Board.

ADOPTION OF THE 2022 BOARD MEETING CALENDAR: JANUARY THROUGH DECEMBER: It was moved by Trustee Evangelina Rosales and seconded by Trustee Barbara Dunsheath that the following Board Meeting Calendar for January 2022 through December 2022 be adopted. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian.**

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
2022 BOARD OF TRUSTEES MEETING CALENDAR**

Board Room at the Anaheim Campus
1830 W. Romneya Drive, Anaheim
at 5:30 p.m. unless otherwise noted

Only Regular Meeting in January	Fourth Tuesday, January 25, 2022
First Regular Meeting in February Second Regular Meeting in February	Second Tuesday, February 8, 2022 Fourth Tuesday, February 22, 2022
First Regular Meeting in March Second Regular Meeting in March	Second Tuesday, March 8, 2022 Fourth Tuesday, March 22, 2022
First Regular Meeting in April Second Regular Meeting in April	Second Tuesday, April 12, 2022 Fourth Tuesday, April 26, 2022
First Regular Meeting in May Second Regular Meeting in May	Second Tuesday, May 10, 2022 Fourth Tuesday, May 24, 2022
First Regular Meeting in June Second Regular Meeting in June	Second Tuesday, June 14, 2022 Fourth Tuesday, June 28, 2022
Only Regular Meeting in July	Fourth Tuesday, July 26, 2022
First Regular Meeting in August Second Regular Meeting in August	Second Tuesday, August 9, 2022* Fourth Tuesday, August 23, 2022 <i>*Tentative Meeting – Only if deemed necessary</i>
First Regular Meeting in September Second Regular Meeting in September	Second Tuesday, September 13, 2022 Fourth Tuesday, September 27, 2022
First Regular Meeting in October Second Regular Meeting in October	Second Tuesday, October 11, 2022 Fourth Tuesday, October 25, 2022
First Regular Meeting in November Second Regular Meeting in November	Second Tuesday, November 8, 2022 Fourth Tuesday, November 22, 2022
Only Regular Meeting in December	Second Tuesday, December 13, 2022

COMMENTS: MEMBERS OF THE AUDIENCE:

- A. **Rosanna Islas**, NOCE Basic Skills Manager, addressed the Board to highlight the successful execution of providing services to students in a remote and hybrid fashion. She urged the Board and **Dr. Byron Breland** to focus not solely on student services, but also on employees who benefit from remote work and asked them to consider the idea of implementing a hybrid work model permanently.
- B. **Shelia Moore-Farmer**, NOCE Staff, urged the Board and the new Chancellor to consider remote work for classified and management in the new year due to the low number of in-person student attendance, the impact on employee morale, its proven success, and concerns with the COVID-19 variants despite the vaccine mandate.

BLOCK VOTE APPROVAL OF NON-PERSONNEL ITEMS: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Barbara Dunsheath that the following non-personnel items be approved by block vote:

Finance & Facilities: 3.a, 3.b, 3.c, 3.d, 3.e, 3.f, 3.g, 3.h
 Instructional Resources: 4.a, 4.b, 4.c, 4.d

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.

BLOCK VOTE APPROVAL OF PERSONNEL ITEMS: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Jeffrey P. Brown that the following personnel items be approved by block vote:

Human Resources: 5.a, 5.b, 5.c, 5.d

Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.

CHANCELLOR'S REPORT

- A. **Chancellor's Report:** In his last Board meeting as Interim Chancellor, **Fred Williams** thanked the Board for allowing him to serve in that capacity for the last 3 and a half months. He expressed gratitude to members of Chancellor's Staff for their support, and to DMA, the Academic Senates, United Faculty, CSEA, and Adjunct Faculty United representatives for meeting with him and having candid dialog on issues. He noted that he continues to learn in areas outside of his comfort zone and hoped that he would be able to use the information learned to help guide the transition with the new Chancellor. He concluded his report with a special thank you to **Alba Recinos** and **Danielle Davy** for making his tenure as Interim Chancellor a pleasure, and to his eighth floor and Facilities staff for keeping things running during his tenure.

COMMENTS

- A. **Valentina Purtell** reported that 1,700 NOCE students are eligible for \$200 bookstore credit vouchers through the District's incentive program for vaccinated students and that enrollment recovery continues to be an NOCE priority and highlighted registration assistance efforts and the mailing of the Spring schedule to 260,000 households. She

shared that the Disability Support Services Program received an Orange County Transportation Authority grant that will expand their Mobility Training Program and thanked NOCE employees for their generosity in helping to raise \$1,700 for student scholarships on Giving Tuesday. She concluded her report by thanking **Interim Chancellor Fred Williams** for his leadership and courage during challenging and unprecedented times and wished everyone happy holidays.

- B. **JoAnna Schilling** congratulated **Jacqueline Rodarte** on her selection as the new Board President, thanked **Fred Williams** for his service as Interim Chancellor, and welcomed **Byron Breland** as the new Chancellor. She reported that Cypress College's enrollment is down 8% for the Spring semester noting a 67% demand for online classes that exceeds demand for in-person classes and touched on the digital and print marketing campaigns to boost enrollment. Dr. Schilling reported that 77% of Cypress College students are in compliance with the vaccine mandate, including 99.7% of students who are registered for in-person classes. She congratulated the Women's Soccer team for their successful season, shared that Cypress College submitted its Aspen Prize application, and that the College was once again voted the favorite community college by the Long Beach Press Telegram readership. Lastly, she noted that the Cypress College holiday card—designed by **Eric Nguyen** winner of the holiday card contest—would be unveiled on December 15 and wished all a joyful holiday season and happy 2022.
- C. **Gil Contreras** welcomed **Trustee Evangelina Rosales** to the Friends of Fullerton College Foundation Board and thanked **Kenson Gomez** for leading the Pledge and his democracy statement. He reported that compliance with the vaccine mandate continues to grow and is approaching 11,000 for Fullerton College students. Scheduling for the Spring semester continues to pivot with 61% of students registered for remote courses and 39% registered for in-person courses. Dr. Contreras praised the incredible performances at the Holiday Band and Chorale Concert that included a closing performance for retiring Fine Arts Dean **John Tebay**. He shared that the campus celebrated three employee appreciation days to honor the hard work and resilience of employees, announced the interim dean appointments of **Nicola Dedmon** as Interim Dean of Fine Arts and **Kim Orlijan** as Interim Dean of Humanities, and wished everyone happy holidays.
- D. **Ty Volcy** asked all managers to save the date for a District Management Association virtual coffee break on February 3 at 9:00 a.m., welcomed new **Chancellor Byron Breland** to the District, and wished all a happy holiday season.
- E. **Damon De La Cruz** reported that the last Cypress College Academic Senate meeting included discussion on bylaw revisions, degree and certificate PSLOs, and faculty concerns regarding distance education.
- F. **Jennifer Combs** reported on her first meeting as Fullerton College Faculty Senate President and her replacement on the District Curriculum Coordinating Committee. She congratulated **Laurie Triefenbach**, **John Tebay**, and **Dan Willoughby** on their retirements, **Marwin Luminarias** on his promotion, and **Nicola Dedman** and **Kim Orlijan** on their interim dean appointments. She also thanked **Fred Williams** for his service as Interim Chancellor and welcomed **Byron Breland** to the District.

- G. **Christie Diep** reported that United Faculty was forced to declare impasse with PERB yesterday, noting the District's record of three impasses with its union groups and their unwillingness to truly negotiate. She deemed the District inflexible and dismissive of faculty concerns regarding the 75th percentile, comparability, lecture lab parity, and family medical coverage. She welcomed Byron Breland to the District and expressed hope that he would demonstrate the necessary leadership skills to bring resolution. She read a letter from **US Congressman Lou Correa** supporting faculty and their right to COLA and urged the Board to swiftly rectify the situation.
- H. **Joseph Vasquez** announced that he was stepping down as CSEA President, expressed CSEA support for United Faculty, and thanked **Interim Chancellor Fred Williams** for his leadership. He urged the Board to seriously consider a hybrid work option for classified employees and faculty.
- I. **Dash Johnson** thanked **Joe Vasquez** and **Barbara Dunsheath** for their leadership, congratulated **Jacqueline Rodarte** on her election as Board President, and announced **Seija Rohke** as the new Adjunct Faculty United Interim President. He reported on new AdFac membership, participation in a statewide campaign to win healthcare benefits for adjunct faculty, negotiations for paid office hours for part-time faculty, and support for hybrid work schedules.
- J. **Student Trustee Erin Lacorte** reported on several Fullerton College events including an upcoming COVID-19 vaccine booster clinic, the UMOJA Kwanza Celebration, finals week study hall activities, leadership training workshops, and the Student Senate for California Community Colleges Board of Directors meeting.
- K. **Student Trustee Meena Pandian** reported that Cypress College Associated Students are still collecting blankets and jackets for their campus drive, thanked **Orange County Supervisor Katrina Foley** for her donation of gift cards, thanked **Fred Williams** for his leadership, and wished everyone a happy holiday season.
- L. **Trustee Ryan Bent** thanked **Fred Williams** for his willingness to step into the Chancellor role and providing peace of mind to trustees, and for doing a great job.
- M. **Trustee Jeffrey P. Brown** expressed his deep thanks to **Fred Williams** for courageously agreeing to serve as Interim Chancellor a second time, praised him for being a steady force for the District, and stated his appreciation for all of his efforts.
- N. **Trustee Barbara Dunsheath** encouraged her fellow trustees to consider attending the CCLC Effective Trusteeship Workshop in Sacramento and reported on her attendance at the joint CCCT CEO Board which **JoAnna Schilling** and **Byron Breland** also attended. She expressed her gratitude to those rotating off the Board dais and welcomed the new members.
- O. **Trustee Ed Lopez** echoed **Trustees Bent** and **Brown** regarding **Fred Williams** and his service to the District.
- P. **Trustee Stephen T. Blount** thanked **Trustee Barbara Dunsheath** for representing the District on statewide endeavors and expressed his appreciation for her implementation of the student led Pledge of Allegiance and ensuring all voices are heard on matters before the Board.

- Q. **Trustee Evangelina Rosales** thanked **Trustee Barbara Dunsheath** for her leadership during her tenure as Board President, congratulated the new Board committee appointees, and thanked **Fred Williams** for his leadership as Interim Chancellor. She reported on her attendance at the Cypress College Nursing Pinning Ceremony and the Fullerton College Holiday Band and Chorale Concert.
- R. **Board President Jacqueline Rodarte** reported that the District Audit Committee met and the audit reports would be shared with the Board in January. She expressed her gratitude to **Fred Williams** for his willingness to serve as Interim Chancellor while the District conducted its search for a new chancellor and stated that she looked forward to **Dr. Byron Breland** beginning his tenure as Chancellor in January.

MINUTES: It was moved by Trustee Evangelina Rosales and seconded by Trustee Jeffrey P. Brown to approve the Minutes of the Regular Meeting of November 23, 2021. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.**

FINANCE & FACILITIES

Item 3.a: By block vote, authorization was granted to ratify purchase order numbers P0146956 - P0148806 through November 17, 2021, totaling \$3,292,269.07, and check numbers C0053251 – C0053325 totaling \$2,279,388.73; check numbers F0280319 – F0281263, totaling \$765,616.97; check numbers Q0000000 – Q0000000, totaling \$0.00; check numbers 88517601 – 88518555, totaling \$9,457,207.62; check numbers V0031859 – V0031860, totaling \$1,354.00; check numbers 70119583 – 70120031, totaling \$84,998.66; and disbursements E9004348 – E9005139, totaling \$1,018,922.36, through November 30, 2021.

Item 3.b: By block vote, authorization was granted to accept new revenue and to make adjustments to the General Fund and Capital Outlay Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2021-2022 allocations totaling \$2,717,551. It is further requested that resolutions be adopted to adjust budgets, to accept new revenue and authorize expenditures within the General Fund and Capital Outlay Fund pursuant to the California Code of Regulations Title 5 §58308.

Further authorization was granted for the Interim Chancellor, Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

Item 3.c: By the block vote, authorization was granted to for the 2021-2022 General Fund and Capital Outlay Fund transfers netting to the amount of \$4,561,660 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5 §58307.

Item 3.d: By block vote, authorization was granted to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Item 3.e: By block vote, authorization was granted to file the Notice of Completion for the Bid #2021-08, Penthouse Boiler Replacement at Anaheim Campus with Allison Mechanical Inc. and pay the final retention payment when due.

Item 3.f: By the block vote, authorization was granted to amend the architectural consultant services agreement with MRY for the Student Enhancement and Engagement Conceptual Studies project at Cypress College to February 28, 2022 or until services are complete.

Further authorization was granted for the Interim Chancellor, Vice Chancellor, Finance & Facilities, District Director, Fiscal Affairs, or District Director, Purchasing, to execute the agreement on behalf of the District.

Item 3.g: By block vote, authorization was granted to award Bid #2122-12, Fullerton College Building 840 Restroom Renovation Project in the amount of \$816,686 including an allowance of \$70,000.

Further authorization was granted for the Interim Chancellor, Vice Chancellor, Finance & Facilities, District Director, Fiscal Affairs, or District Director, Purchasing, to execute the contract on behalf of the District.

Item 3.h: By block vote, authorization was granted to requested to award Bid #2122-13, Fullerton College Theater Arts Building Main Tower Spalling Falling Hazard Mitigation Project in the amount of \$245,000 including an allowance of \$40,000.

Further authorization was granted for the Interim Chancellor, Vice Chancellor, Finance & Facilities, District Director, Fiscal Affairs, or District Director, Purchasing to execute the contract on behalf of the District.

INSTRUCTIONAL RESOURCES

Item 4.a: By block vote, authorization was granted to approve the summary of curriculum changes for Cypress College to be effective Fall 2022. The curricula have been signed by the Campus Curriculum Chairperson, and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 4.b: By block vote, authorization was granted to approve the summary of curriculum changes for Fullerton College to be effective Spring 2022, Fall 2022, and Fall 2023. The curricula have been signed by the Campus Curriculum Chairperson, and the College President, and have been approved by the District Curriculum Coordinating Committee.

Item 4.c: By block vote, authorization was granted to approve the summary of curriculum changes for NOCE to be effective Spring 2022 and Fall 2022. The curricula have been signed by the Campus Curriculum Chairperson, and the NOCE President, and have been approved by the District Curriculum Coordinating Committee.

Item 4.d: By block vote, authorization was granted to ratify the amendment of the 2021-24 NOCCCD and Anaheim Union High School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.

Item 4.e: The Board received the Progress Report on the NOCCCD District-wide Strategic Plan 2018-2020 and Gabrielle Stanco, District Director of Research, Planning and Data

Management, led a presentation that reviewed the District-wide Strategic Plan 2018-2020, summarized progress made to achieve District Strategic Directions and objectives, and marked the end of the cycle of the strategic plans under the 2011 NOCCCD Comprehensive Master Plan.

Trustees thanked Dr. Stanco for the presentation and those involved in the creation of the report, and praised the report for highlighting the goals that were set and the measurable data that indicates progress towards those goals. She addressed questions regarding how the report and results would be shared, planned collaboration with local businesses and chambers of commerce, and the timeline for those collaborations, and indicated that she would provide achievement gap information that compares Latinx student data in comparison to Asian and White students.

HUMAN RESOURCES

Item 5.a: By block vote, authorization was granted for the following academic personnel matters, which are within budget:

RETIREMENTS

Malloy, Scott	FC	Mathematics Instructor Eff. 12/12/2021 PN FCF674
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TEMPORARY REASSIGNMENT

Dedmon, Nicola	FC	Music Instructor
	To:	Interim Dean, Fine Arts Range 32, Column A (100%) Management Salary Schedule Eff. 01/03/2022-06/30/2022

EXTENSION OF TEMPORARY REASSIGNMENT

Reiland, Kathleen	CC	Interim Vice President, Instruction Range 37, Column F + Doctorate (100%) Management Salary Schedule Eff. 02/01/2022-06/30/2022
		Interim Vice President, Instruction Range 37, Column G + Doctorate (100%) Management Salary Schedule Eff. 07/01/2022-12/31/2022

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS FALL 2021

Aguet, Jacqueline	CC	\$60.00
McMillan, Marcus	CC	\$20.00
Mohr, Margaret	CC	\$20.00
Mosqueda-Ponce, Therese	CC	\$75.00

Schulps, Molly CC \$10.00

LEAVE OF ABSENCE

@00004724 NOCE Director
Family Medical Leave (FMLA/CFRA) (100%)
Paid Leave using Regular and Supplemental
Sick Leave until Exhausted; Unpaid thereafter
Eff. 01/05/2022-01/23/2022

@00010022 NOCE Noncredit Instructor
Family Medical Leave (FMLA/CFRA) (100%)
Paid Leave using Regular and Supplemental
Sick Leave until Exhausted; Unpaid thereafter
Eff. 12/02/2021-12/17/2021

Cobler, Timothy FC Mathematics Instructor
Load Banking Leave With Pay (18.33%)
Eff. 2022 Spring Semester

Costello, Jeanne FC English Instructor
Load Banking Leave With Pay (20.00%)
Eff. 2022 Spring Semester

Crippen, James FC Philosophy Instructor
Load Banking Leave With Pay (80.00%)
Eff. 2022 Spring Semester

Eisner, Douglas FC Philosophy Instructor
Load Banking Leave With Pay (6.67%)
Eff. 2022 Spring Semester

England, Elli FC English Instructor
Load Banking Leave With Pay (13.33%)
Eff. 2022 Spring Semester

Flores, Christy FC English Instructor
Load Banking Leave With Pay (13.33%)
Eff. 2022 Spring Semester

Farnham, Paul FC Mathematics Instructor
Load Banking Leave With Pay (100.00%)
Eff. 2022 Spring Semester

Henke, William FC Art Instructor
Load Banking Leave With Pay (66.67%)
Eff. 2022 Spring Semester

Liu, Annie FC English Instructor
Load Banking Leave With Pay (20.00%)
Eff. 2022 Spring Semester

Reilly, Joseph	FC	History Instructor Load Banking Leave With Pay (40.00%) Eff. 2022 Spring Semester
Richardson, Kristy	FC	Nutrition & Foods Instructor Load Banking Leave With Pay (100.00%) Eff. 2022 Spring Semester
Samano, Jeffrey	FC	English Instructor Load Banking Leave With Pay (18.33%) Eff. 2022 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2022 SPRING SEMESTER

Elcott, Samy	FC	Column 1, Step 1
McFee, Jacob	FC	Column 1, Step 1
Ross, Arthur	CC	Column 1, Step 1
Tongoc, Melanie	CC	Column 3, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Lakeman, Christina	CC	Column 2, Step 3
Pham, Mai-Thi	CC	Column 1, Step 1
Velasco, Zoot	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Valdez, Clara	FC	Column 2, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Arambula, Michael	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Awad, Abigail	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Bauer, Jill	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Biganeh, Maryam	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Blumer, Collette	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022

Cadilli, Jolina	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Calabretta, Nina	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Castle-Donovetsky, Victoria	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Cobb, Tonya	CC	Hiring Committee Service Lab Rate, Adjunct Faculty Salary Schedule Column 1, Step 4 Not to exceed 3 hours Eff. 12/17/2021
Davis, Melanie	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
De Roo, Robin	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Draganov, Torri	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Gamble, Malcolm	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Hoang, Christine	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class F Not to exceed 6 hours Eff. 12/13/2021-01/19/2022
Hortua, Giovanni	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Larez, Jennie	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Le Cornet, Karen	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00

Eff. 01/03/2022-01/19/2022

Maher, Tony	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Middleton, Donna	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
McAlister, Kathleen	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class E Not to exceed 3 hours Eff. 01/17/2022
Melodia, Joseph	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class C Not to exceed 3 hours Eff. 01/17/2022
Nabahani, Melanie	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Nia, Halleh	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Ortega, Valerie	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Ortiz, Aydinaneth	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Page, Jennifer	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class B Not to exceed 3 hours Eff. 01/17/2022
Patton, Kathryn	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022

Pham, Thu	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class F Not to exceed 6 hours Eff. 12/13/2021-01/19/2022
Plett, Christina	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Putman, Elizabeth	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class E Not to exceed 6 hours Eff. 12/13/2021-01/19/2022
Richards, Heather	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Romo, Vincent	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Semichy, Joslyn	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Sheridan-Solis, Ann	CC	Fall Cultural Curriculum Audit Project Stipend not to exceed \$1000.00 Eff. 01/03/2022-01/19/2022
Ulloa, Shaida	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Vo, Criss	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00 Eff. 01/13/2022
Wada, Kathryn	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class E Not to exceed 3 hours Eff. 01/17/2022
Whitehall, Brianna	FC	Humanities Division Professional Learning Day Stipend not to exceed \$75.00

Eff. 01/13/2022

Item 5.b: By block vote, authorization was granted for the following classified personnel matters, which are within budget:

RETIREMENT

Book, James	FC	Instructional Assistant, Theatre Art 12-month position (100%) Eff. 06/30/2022 PN FCC976
Carpenter, Terry	CC	Administrative Assistant II 12-month position (100%) Eff. 12/31/2021 PN CCC774
Denn, Michael	FC	IT Technician II 12-month position (100%) Eff. 06/30/2022 PN FCC901
Gregson, James	FC	Laboratory Clerk, Chemistry 12-month position (100%) Eff. 12/31/2021 PN FCC729
Gutierrez, David	FC	Facilities Custodian I 12-month position (100%) Eff. 06/30/2022 PN FCC891
Horrocks, Debbie	FC	Administrative Assistant III 12-month position (100%) Eff. 12/31/2021 PN FCC733
Meredith, Kurt	FC	Facilities Custodian II 12-month position (100%) Eff. 06/30/2022 PN FCC950
Nelson, Louella	CC	Administrative Assistant II 12-month position (100%) Eff. 12/31/2021 PN CCC803
Oberlin, Masumi	FC	Library Assistant III 12-month position (100%) Eff. 06/30/2022 PN FCC987

Orozco, Elias	FC	Electrician 12-month position (100%) Eff. 06/30/2022 PN FCC904
Quezada, Jose	FC	Facilities Custodian II 12-month position (100%) Eff. 06/30/2022 PN FCC751
Sandez, Ana	FC	Administrative Assistant II 11-month position (75%) Eff. 06/30/2022 PN FCC977
Smith, Debra	NOCE	Student Services Specialist, DSS 11-month position (100%) Eff. 06/30/2022 PN SCC938
Smith, Douglas	CC	Campus Safety Officer 12-month position (100%) Eff. 06/30/2022 PN CCC800
Triefenbach, Laurie	AC	Catalog & Schedule Coordinator 12-month position (100%) Eff. 12/31/2021 PN DEC921
Ugarte, Fidel	CC	Irrigation Specialist 12-month position (100%) Eff. 06/30/2022 PN CCC822
Villalobos, Gerardo	FC	Facilities Custodian I 12-month position (100%) Eff. 06/30/2022 PN FCC749
Ward, Anita	FC	Administrative Assistant III 12-month position (100%) Eff. 06/30/2022 PN FCC811

DECLINATION OF OFFER OF EMPLOYMENT

Chomchuenjitra, David	NOCE	Grants and Special Projects Assistant 12-month position (100%) PN SCC831
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RESIGNATION

Gutierrez, Danny AC Irrigation Specialist (25%)
Groundskeeper (75%)
12- position
Eff. 12/03/2021
PN DEC948
PN DEC937

Kiely, Janae FC Office Coordinator
12-month position (100%)
Eff. 01/01/2022
PN FCC998

CHANGE IN HIRE DATE

Somiari, Sylvia NOCE Instructional Assistant, ESL
12-month position (40%)
From: 12/01/2021
To: 01/03/2022
PN SCC924

NEW PERSONNEL

Lopez, Richard CC Piano Accompanist
10-month position (100%)
Range 44, Step E
Classified Salary Schedule
Eff. 12/20/2021
PN CCC798

Mady, Khaoi FC Director, Academic Computing Technologies
12-month position (100%)
Range 25, Column C
Management Salary Schedule
Eff. 12/17/2021
PN FCM981

Nguyen-Preciado, Stephanie FC Communications Specialist
12-month position (100%)
Range 40, Step B
Classified Salary Schedule
Eff. 01/18/2022
PN FCC566

Rivera, Hannah CC Special Project Coordinator, STEM Program
Temporary Management Position (100%)
Range 1, Special Project Admin Daily Rate Schedule
Eff. 12/06/2021 – 06/30/2022
PN CCT722

Tran, Dana AC Payroll Specialist
12-month position (100%)
Range 38, Step B
Classified Salary Schedule
Eff. 12/15/2021
PN DEC995

PROMOTION

Luminarias, Thaddeus FC Curriculum Specialist
12-month position (100%)
PN FCC577

To: Student Services Coordinator
12-month position (100%)
Range 43, Step E + 5% Longevity + PG&D
Classified Salary Schedule
Eff. 12/15/2021
PN FCC562

Xie, Zifeng CC IT Specialist, Systems Applications
12-month position (100%)
PN CCC759

To: AC IT Project Leader
12-month position (100%)
Range 57, Step A + 15% Longevity
Classified Salary Schedule
Eff. 12/15/2021
PN ISC971

VOLUNTARY CHANGES IN ASSIGNMENT

Maertens, Tina FC Admissions and Records Technician (100%)
Temporary Change in Assignment
To: Evaluator
12-month position (100%)
Range 36, Step E + 15% Longevity + PG&D
Classified Salary Schedule
Eff. 01/01/2022 – 06/30/2022

Padilla, Jayme FC Evaluator (100%)
Extension of Temporary Change in Assignment
To: Executive Assistant II
12-month position (100%)
Range 44, Step B + 15% Longevity
Classified Salary Schedule
Eff. 01/01/2022 – 02/28/2022

Roschel, Rachel FC Administrative Assistant III (100%)
Temporary Change in Assignment

To: Executive Assistant II
 12-month position (100%)
 Range 44, Step E + 15% Longevity
 Classified Salary Schedule
 Eff. 12/15/2021 – 06/30/2022

Sanchez, Alicia FC Administrative Assistant II (100%)
 Extension of Temporary Change in Assignment
 To: Evaluator
 12-month position (100%)
 Range 36, Step E + 5% Longevity + PG&D
 Classified Salary Schedule
 Eff. 3/16/2022 – 06/30/2022

DOCTORAL STIPEND

Tran, Khang CC Laboratory Technician, Physical Sciences (100%)
 Doctoral Stipend (\$3,500)
 Eff. 05/12/2021

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Felipe, Victoria CC Administrative Assistant II
 6% Stipend
 Eff. 11/01/2021 – 01/31/2022

STIPEND FOR ADDITIONAL MANAGEMENT DUTIES

Cruz, Lizette CC Administrative Assistant II
 10% Stipend
 Eff. 11/01/2021 – 12/31/2021

Vega, Armando CC Campus Safety Officer
 10% Stipend
 Eff. 11/01/2021 – 12/31/2021

LEAVES OF ABSENCE

@00109258 FC Campus Safety Officer II (100%)
 Unpaid Personal Leave
 Eff. 10/16/2021; 10/30/2021

@00964195 NOCE Student Record Coordinator (100%)
 Classified Staff Development Leave With Pay
 Eff. 01/24/2022 – 05/21/2022 (Intermittent)

@00612114 NOCE Instructional Assistant, ESL (100%)
 SB 95 (SPSL)
 Paid Leave Using Supplemental Paid Sick Leave
 Eff. 08/25/2021 – 08/31/2021 (40 hours);
 09/01/2021 – 09/03/2021 (24 hours)

@01370236	FC	Student Services Specialist, Transfer Center (100%) Unpaid Personal Leave Eff. 01/03/2022 – 01/05/2022
@01364159	NOCE	Student Services Specialist, CTE (100%) SB 95 (SPSL) Paid Leave Using Supplemental Paid Sick Leave Eff. 07/28/2021 – 07/29/2021 (16 hours); 08/02/2021 – 08/06/2021 (40 hours)

Item 5.c: By the block vote, authorization was granted to approve the assignment of professional expert personnel per the professional expert listing.

(See Supplemental Minutes #1289 for a copy of the professional expert personnel listing.)

Item 5.d: By the block vote, authorization was granted to approve the hourly listing.

(See Supplemental Minutes #1289 for a copy of the hourly personnel listing.)

GENERAL

Item 6.a: Board President Jacqueline Rodarte led the discussion on how to move forward with Board meetings by asking trustees to share their thoughts and preferences among the following three options: 1) Exclusively in-person meetings in the traditional, pre-pandemic manner, with public comments in-person, and no broadcast; 2) Exclusively in-person meetings with a live broadcast of the meeting via the District YouTube channel; and 3) Hybrid meetings with trustees and essential District staff participating in-person, members of the Resource Table participating via Zoom, public comments in-person and potentially also via Zoom, and a live broadcast of the meeting via the District YouTube channel.

Trustee Ryan Bent favored option 2 of exclusively in-person meetings with a live broadcast, but would also be fine with option 3 with hybrid meetings. He suggested making the recordings available to those unavailable to view the broadcast in real time.

Trustee Stephen T. Blount voted for option 3 stating his preference for the option that provides the most convenience.

Trustee Jeffrey P. Brown stated his preference was option 1 with exclusively in-person meetings with no broadcast and that option 3 was his least preferred option.

Trustee Barbara Dunsheath preferred option 2 noting that the livestream option facilitates public participation and models what the District is asking of its employees, but also expressed concern with the recordings being edited and taken out of context.

Trustee Ed Lopez supported option 2 and noted that under existing campus policy it would also require everyone to wear a mask.

Trustee Evangelina Rosales preferred option 2.

Student Trustee Erin Lacorte expressed safety concerns with the available options and suggested a fourth option for exclusively online meetings.

Student Trustee Meena Pandian supported option 2.

Board President Jacqueline Rodarte shared her preference for option 2 that she deemed a good compromise.

It was then moved by Trustee Ryan Bent and seconded by Trustee Ed Lopez that the Board resume in-person meetings with a live broadcast where meetings would take place in the traditional, pre-pandemic manner with trustees, resource table, and audience members present; public comments would take place in-person; a livestream of the meeting would be available via the District YouTube channel; and a mask mandate in place for all attendees.

During the discussion, Jennifer Combs, Fullerton College Faculty Senate President, expressed concern regarding the COVID-19 Omicron variant despite the vaccine mandate and a mask requirement and inquired if the vaccine mandate applies to trustees and visitors. Interim Chancellor Fred Williams responded that the vaccine mandate applies to employees and trustees are not employees, and that each District campus and venue has requirements in place and the expectation is that visitors attending Board meetings would adhere to those requirements. Trustee Jeffrey P. Brown clarified that the District received a legal opinion supporting that trustees are not employees of the District and noted that the Board cannot bar an unvaccinated trustee from participating in Board meetings because it would be illegal to bar an elected member from fulfilling their elected duty.

Trustee Ed Lopez suggested considering a vaccination requirement for those attending Board meetings as well, but Trustee Ryan Bent declined to accept the friendly amendment citing the legal ramifications of imposing that for visitors.

Student Trustee Erin Lacorte expressed concern about non-vaccinated attendees at Board meetings and requested a testing requirement.

Jennifer Combs asked if trustees were willing to share their vaccination status and to consider the hybrid meeting option in order to protect others. Trustees Brown, Dunsheath, and Rosales shared that they are vaccinated.

Subsequent to Trustee Barbara Dunsheath acknowledging the concerns of those who are medically compromised, but noting that trustees also need to resume in-person meetings because the District is expecting employees to return to campus in January, the **motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustee Pandian's advisory vote, and Student Trustee Lacorte's no advisory vote.**

Item 6.b: It was moved by Trustee Jeffrey P. Brown and seconded by Trustee Stephen T. Blount that the Board amend its August 24, 2021 vaccine mandate to cover all students ages 5 and up, instead of adult students only.

During the discussion, trustees made the following statements and inquiries:

- The California Governor has already proposed a vaccination requirement for fully approved of FDA vaccines.

- Would this affect Kid's College in this age group? (Yes, it would impact the ability to offer Kid's College classes and NOCE's ability to ensure compliance.)
- Would the vaccine mandate apply to Kid's College? (Yes.)
- The vaccine mandate is through the Spring semester so the amendment would only apply to Spring Kid's College classes that have already been canceled.
- With the vaccine mandate expiring in the Spring semester, the Board needs to consider what to do about the vaccine mandate moving forward.
- Support for approving the amendment for dual enrollment students in the Spring semester.
- Children have a very low risk of dying from COVID-19 and it would be government overreach to have children vaccinated and sets a bad precedent.
- There have been 1.9 million cases of children with COVID-19 and approximately 8,300 hospitalizations.

After Interim Chancellor Fred Williams stated that a recommendation to address the Summer term and beyond would be presented to the Board in the future, the **motion carried with Trustees Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes, and Trustee Bent voting no.**

Item 6.c: The Board received the following proposed, revised Board Policies as a first reading and directed that they be placed on a future Board meeting for action:

- BP 4100, Graduation Requirements for Degrees and Certificates
- BP 4106, Nursing Programs
- BP 4110, Honorary Degrees
- BP 4225, Course Repetition
- BP 4226, Multiple and Overlapping Enrollments

During the discussion, Trustee Barbara Dunsheath requested that the applicable ACCJC accreditation standards be added to BP 4100 and the BP 4106 be shared with the Nursing Program faculty via the Cypress College Academic Senate for their review and input. Trustee Ed Lopez recommended several revisions to BP 4226 which trustees supported.

Item 6.d: The Board received the following Administrative Procedures as information:

- AP 4010, Academic Calendar:
- AP 4021, Educational Program Discontinuance:
- AP 4025, Philosophy and Criteria for Associate Degree and General Education:
- AP 4026, Philosophy and Criteria for International Education:
- AP 4027, Philosophy and Criteria for Continuing Education:
- AP 4030, Academic Freedom:
- AP 4040, Library and Learning Support Services:
- AP 4050, Articulation:
- AP 4060, Delineation of Functions Agreements:
- AP 4070, Course Auditing and Auditing Fees:

During the discussion, Trustee Ryan Bent requested that the revisions made to Administrative Procedures be shared with the Board.

Item 6.e: It was moved by Trustee Barbara Dunsheath and seconded by Trustee Evangelina Rosales to adopt proposed, revised BP 4040, Library and Learning Support Services. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.**

The revised Board Policy is available on the District's website, where it is readily accessible by students, employees, and the general public.

Item 6.f: It was moved by Trustee Ryan Bent and seconded by Trustee Evangelina Rosales that the Board appoint Gail Lyons to serve on the Citizens' Oversight Committee for the North Orange County Community College District bond projects for a term of two years (December 2021–December 2023), and for a maximum of three consecutive terms, without compensation, as a Senior Citizens' Organization representative.

During the discussion, Trustee Ed Lopez requested that future Citizens' Oversight Committee appointments include the District trustee area that the appointee is affiliated with. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes, including Student Trustees Lacorte and Pandian's advisory votes.**

Item 6.g: Board President Jacqueline Rodarte asked if there were any requests for potential future Board agenda items and there were none.

Trustee Ed Lopez reminded everyone that after the Board retreat, the Board made revisions to practices related to participation by the public and the resource table which would be implemented when the Board returned to in-person meetings. The changes impact the order of the agenda, and it was noted that a reminder would be sent to notify everyone of the change in practice.

Trustee Evangelina Rosales thanked Alba Recinos and Danielle Davy for their tireless work as the District navigates these interesting times.

CLOSED SESSION: At 8:23 p.m., Board President Jacqueline Rodarte wished everyone a safe and joyful holiday season, adjourned the meeting to closed session per the following sections of the Government Code, and stated that there may be a read out:

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES; Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: Fullerton College President.

Per Section 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.

Per Section 59338: FINAL DISTRICT DECISION; APPEALS TO LOCAL GOVERNING BOARD.

RECONVENE MEETING: At 9:59 p.m., Board President Jacqueline Rodarte reconvened the meeting in open session.

ADJOURNMENT: At 9:59 p.m., it was moved by Trustee Stephen T. Blount and seconded by Trustee Evangelina Rosales to adjourn the meeting. **Motion carried with Trustees Bent, Blount, Brown, Dunsheath, Lopez, Rodarte, and Rosales voting yes.**

Prepared By Recording Secretary for
Evangelina Rosales, Secretary, Board of Trustees

UNAPPROVED