



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

**MEETING: Only Meeting in January 2020**

**DATE: Tuesday, January 28, 2020, at 5:30 p.m.**

**PLACE: Anaheim Campus Board Room  
1830 W. Romneya Drive, Anaheim, CA 92801**

Welcome to this meeting of the North Orange County Community College District Board of Trustees. If you wish to address the Board, please complete a yellow card entitled, "Request to Address Board of Trustees" and submit it to the Board's Recording Secretary. These cards are available at the podium outside the Board Room.

Members of the public may address the Board regarding items on the agenda as these items are taken up by the Board, according to the rules of the Board. Members of the public wishing to address matters not on the agenda will be invited to do so under "Comments: Members of the Audience" at the beginning of the meeting. The Board reserves the right to change the order of the agenda items as the need arises.

**AGENDA:**

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience:** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [ ] in Sections 3 & 4**
- e. **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. Members of the public completing a card entitled, "Request to Address Board of Trustees" on an item removed from block-vote consideration will be heard prior to the Board's vote on that item.

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 at the Chancellor's Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. to 5:00 p.m.).

- f. **Reports:**
  - Chancellor**
  - \* **Recognition of NOCE Disability Support Services Students**
  - \* **Educational and Facilities Master Plan Update**
- g. **Comments:**
  - Chancellor's Staff**
  - Resource Table Personnel**
  - Members of the Board of Trustees**

- h. **Approval of Minutes of the Regular Meeting of December 10, 2019.**
- i. **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 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATOR:**

**Property: 5651 Lincoln Avenue, Cypress, CA 90630  
(APN 262-472-36)**

**Negotiating Party: Fred Williams, Vice Chancellor, Finance & Facilities,  
and Jenney Ho, District Director, Purchasing**

**Under Negotiation: Terms and Conditions of Purchase**

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

**Claimant: Daelani Griffin**

**Agency Claimed Against: NOCCCD**

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

### **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 recommended that the Board approve Resolution No. 19/20-13, and authorize the District Director, Purchasing, to issue a purchase order and contract to Trane to upgrade the Anaheim Campus Energy Management System in the amount of \$495,985, plus contingency in the amount of \$50,000 for unforeseen conditions.
- [c] 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.
- [d] Authorization is requested to accept new revenue and to make adjustments to the General Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2019-2020 allocations totaling \$420,089 and adopt resolutions to adjust budgets, to accept new revenue and authorize expenditures within the General Fund pursuant to the California Code of Regulations, Title 5, Section 58308.

- [e] Authorization is requested for the 2019-2020 General Fund and Capital Outlay Fund transfers netting to the amount of \$1,352,432, and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, Section 58307.
- [f] It is recommended that the Board approve Deductive Change Order #1 for Bid #1819-09, Fullerton College Building 3000 HVAC Equipment Replacement Project, with ACCO Engineered Systems in the amount of \$2,696.00 reducing the contract from \$744,580.00 to \$741,884.00.
- [g] Authorization is requested for Fullerton College to accept donations to its divisions, departments, and programs.
- [h] Authorization is requested for the out-of-country field trip for Cypress College Speech and Debate Team members and their coach to Narita, Japan, on March 5–14, 2020.
- [i] Authorization is requested to enter into an agreement with Collective Brain Trust for services and the development of strategies for NOCE enrollment services in the amount of \$130,000. The timeline for the project will be January 29, 2020 through January 14, 2021.

#### 4. **INSTRUCTIONAL RESOURCES**

- [a] It is recommended that the Board approve the summary of curriculum changes for Cypress College, to be effective Summer 2020 and Fall 2020.
- [b] It is recommended that the Board ratify the amendment of the 2018-2021 NOCCCD and Placentia Yorba Linda Unified School District College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement.

#### 5. **HUMAN RESOURCES**

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

- Retirements
- New Personnel
- Temporary Reassignment
- Temporary Contract
- Change in Salary Classification
- Stipend for Additional Administrative Duties
- Payment for Independent Learning Contracts Fall 2019
- Leaves of Absence
- Temporary Academic Hourly
- Academic Management Job Description – Revised

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

- Change to Retirement Date
- Retirement

Resignation  
 New Personnel  
 Promotion  
 Reclassification  
 Voluntary Changes in Assignment  
 Professional Growth & Development  
 Stipend for Additional Administrative 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.
- f. Request approval for the elimination of classified position and layoff of classified employee(s).

## 6. **GENERAL**

- a. It is recommended that the Board determine whether to call for an election or conduct a provisional appointment process to fill the vacancy in Trustee Area 4.
- b. It is recommended that the Board adopt the proposed, revised Board Policies in Chapter 3.
- c. It is recommended that the Board consider nominating a trustee for membership on the California Community College Trustees Board of Directors.
- d. 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.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	January 28, 2020	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	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 P0133664 - P0140139, check numbers C0050875 - C0050996; F0241479 - F0241775; Q0006828 - Q0006853; 88498790 - 88499677; V0031787 - V0031792; 70096784 - 70096891; disbursements E8828217 - E8828612; 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 Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

**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 P0133664 - P0140139 through January 6, 2020, totaling \$3,640,623.82, and check numbers C0050875 - C0050996, totaling \$59,787.36; check numbers F0241479 - F0241775, totaling \$102,466.01; check numbers Q0006828 - Q0006853, totaling \$958.26; check numbers 88498790 - 88499677, totaling \$2,892,942.90; check numbers V0031787 - V0031792, totaling \$15,577.00; check numbers 70096784 - 70096891, totaling \$23,601.50; and disbursements E8828217 - E8828612, totaling \$532,964.64, through December 31, 2019.

Fred Williams

3.a.1

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Recommended by

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Approved for Submittal

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Item No.

**BOARD RECAP**  
**FOR THE PERIOD NOVEMBER 14, 2019, THROUGH JANUARY 6, 2020**  
**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136664	Public Economics Inc	\$ 15,000.00		AC	Professional Consulting Services
P0136170	KT Industries Inc	\$ 38,884.00	Capital Outlay	AC	Infrared Testing for Multiple Buildings at FC
P0136283	WT Cox Information Services	\$ 24,000.00		CC	Publication Renewal
P0136462	Strata Information Group	\$ 34,950.00		AC	BANNER Software Upgrade
P0136472	Ideal Lighting Supply Inc	\$ 6,141.75	Capital Outlay	CC	LED Driver Light Bulbs
P0136538	Office Solutions	\$ 5,000.00		NOCE	Blanket Order for Office Supplies
P0136510	MMC Inc	\$ 2,500.00		AC	Tank Cleaning Services
P0136580	Fatima Acuna	\$ 500.00		FC	Guest Performer for Day of the Dead Celebration
P0136586	National Council for Marketing and P	\$ 315.00		NOCE	Institutional Membership
P0136599	Carousel Industries of North America	\$ 17,392.22		AC	Software License
P0136616	Buddy's All Stars, Inc.	\$ 17,079.98		FC	Athletic Uniforms
P0136617	Commission on Accreditation for Health Informatics and Info	\$ 3,000.00		CC	Annual Accreditation
P0136620	Bianca Garcia	\$ 70.00		CC	Educational Opportunity Book Grant Reimbursement
P0136621	Kathryn Mueller	\$ 1,500.00		FC	Guest Speaker FC Theatre Arts Dept.
P0136622	Sodexo Inc and Affiliates	\$ 127.97		FC	Catering for KinderCaminata Planning Meeting
P0136623	Sodexo Inc and Affiliates	\$ 362.75		FC	Catering for Paralegal Program Advisory Meeting
P0136624	Sodexo Inc and Affiliates	\$ 336.79		FC	Catering for Guided Pathways Discussion Meeting
P0136625	Sodexo Inc and Affiliates	\$ 403.66		FC	Catering for Natural Sciences Division Student Mixer
P0136626	Sweetwater Sound Inc	\$ 1,220.83		FC	Instructional Supplies
P0136627	Pacific Coast Entertainment	\$ 5,148.70		FC	Instructional Supplies
P0136628	Sodexo Inc and Affiliates	\$ 3,163.06		FC	Catering for Student Development Events
P0136629	Dancing Dots Braille Music Technology	\$ 1,595.00		FC	Software License
P0136630	Economic Modeling LLC	\$ 12,150.00		CC	Software License
P0136631	Henry Schein Inc	\$ 8.08		CC	Instructional Supplies
P0136632	Community College League of California	\$ 8,986.55		FC	Institutional Membership
P0136633	Corner Bakery	\$ 584.10		CC	Catering for Counselors/Chaperone Event
P0136634	MyTy Inc	\$ 480.00		CC	Catering for Charger Friday Event
P0136635	Electric Car Sales and Service Inc	\$ 199.00		CC	Cart Repair Services
P0136636	Title Boxing LLC	\$ 1,814.93		NOCE	Athletic Equipment
P0136637	Carolyn Biller	\$ 300.00		FC	Guest Speaker for the Music Department
P0136638	Education Training Research Associates	\$ 135.00		CC	Instructional Materials
P0136654	Sasco Electric	\$ 6,563.88		CC	Electrical Installation Services
P0136655	Nth Generation Computing Inc	\$ 6,164.00		AC	Maintenance Support Renewal
P0136656	JM & J Contractors	\$ 7,500.00		AC	Sink Installation
P0136657	Howard Roofing Company Inc	\$ 31,388.00	Capital Outlay	AC	Roof Repairs for Various Bldgs. at FC
P0136658	Nth Generation Computing Inc	\$ 4,530.00		AC	Software Support Renewal
P0136660	BackupWorks.com Inc	\$ 1,010.16		AC	Computer Components
P0136663	Nth Generation Computing Inc	\$ 33,600.00		AC	Software Maintenance Renewal
P0136669	PeopleSpace	\$ 3,000.60		NOCE	Office Supplies
P0136670	Placentia Yorba Linda USD	\$ 7,000.00		NOCE	Travel Reimbursements for California Adult Ed Program
P0136671	Journeyworks Publishing	\$ 96.98		CC	Publication Materials
P0136672	RC3 Pizza LLC	\$ 543.33		CC	Catering for Welcome Back Event
P0136674	CCP Industries Inc	\$ 3,500.00		CC	Blanket Order for Instructional Supplies
P0136675	Anaheim Union High School District	\$ 3,000.00		CC	Senior Day Transportation
P0136676	ABC Unified School District	\$ 1,000.00		CC	Senior Bus Transportation
P0136677	Grainger Inc	\$ 500.00		CC	Blanket Order for Instructional Supplies

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**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136678	Norwalk-La Mirada Unified School District	\$ 1,000.00		CC	Transportation for Senior Day
P0136679	Ram Air Engineering Inc	\$ 5,000.00		AC	Blanket Order for Heating Repairs
P0136680	Grainger Inc	\$ 700.00		CC	Blanket Order for Instructional Supplies
P0136681	Advantage Mailing, LLC	\$ 357.90		CC	Printing Service
P0136682	B & H Photo Video Inc	\$ 549.62		CC	Office Supplies
P0136683	Markus Burger	\$ 399.50		FC	Reimbursement for Instructional Materials
P0136684	Amazon Business	\$ 180.99		CC	Office Supplies
P0136685	Goodwill Industries of Orange County	\$ 22,500.00		NOCE	Workforce Preparation for Students
P0136686	Markus Burger	\$ 299.50		FC	Reimbursement for Instructional Supplies
P0136687	Stored Value Marketing	\$ 15,023.53		CC	Gas Cards for the Educational Opportunity Program
P0136688	VWR Funding Inc	\$ 18,242.78		FC	Horticulture Instructional Equipment
P0136689	Fisher Scientific Co LLC	\$ 299.06		FC	Lab Supplies
P0136695	Hispanic Ass of Colleges & Univ	\$ 10,890.00		AC	Institutional Membership
P0136696	Office Solutions	\$ 1,131.16		FC	Classroom Supplies
P0136697	Barnes & Noble Inc	\$ 1,688.98		FC	Textbooks
P0136698	BJ Fine Catering	\$ 1,317.78		CC	Catering for Legacy Program Kwanzaa Dinner
P0136699	Emanuel Lancaster	\$ 500.00		FC	Guest Performer for Music Department
P0136700	California State University Long Beach	\$ 3,400.00		FC	2020 Baja Conference Fees
P0136701	Markus Burger	\$ 179.40		FC	Reimbursement for Music Supplies
P0136702	Western Graphics Plus	\$ 3,122.00		CC	Office Supplies
P0136703	CDW Government Inc	\$ 298.03		FC	Office Supplies
P0136704	Brimfern Photography	\$ 2,000.00		FC	Independent Contractor for Photography Services
P0136705	B & H Photo Video Inc	\$ 1,486.90		FC	Instructional Supplies
P0136706	RC3 Pizza LLC	\$ 414.16		CC	Catering for Charger Experience Program
P0136707	Sodexo Inc and Affiliates	\$ 347.49		FC	Catering for Asian Pacific Islander Forum
P0136708	Buddy's All Stars, Inc.	\$ 3,009.47		FC	Promotional Materials
P0136709	Community College League of California	\$ 12,000.00		FC	Software Subscription Renewal
P0136711	Symplicity Corporation	\$ 33,556.00		FC	Software Subscription
P0136712	Art Supply Warehouse	\$ 1,042.58		FC	Lab Supplies
P0136713	Renaissance Graphic Arts Inc	\$ 591.99		FC	Lab Supplies
P0136714	Lampline	\$ 258.28		FC	Lab Supplies
P0136715	Home Depot	\$ 354.85		FC	Lab Supplies
P0136716	Dunn Edwards Corp	\$ 452.06		FC	Lab Supplies
P0136717	Ziabicki Import Company Inc	\$ 91.72		FC	Lab Supplies
P0136718	Uline Inc	\$ 269.98		FC	Lab Supplies
P0136719	Bone Clones Inc	\$ 868.99		FC	Lab Supplies
P0136720	Reynolds Advanced Materials	\$ 278.12		FC	Lab Supplies
P0136721	Rio Grande	\$ 488.98		FC	Lab Supplies
P0136722	PT Productions	\$ 1,500.00		CC	Inspection Services
P0136723	Grainger Inc	\$ 729.71		FC	Facilities Supplies
P0136724	Aardvark Clay & Supplies Inc	\$ 2,293.77		FC	Lab Supplies
P0136725	Therese Mosqueda-Ponce	\$ 400.00		CC	Reimbursement for American Mariachi Event
P0136726	Doing Good Works	\$ 4,243.69		FC	Promotional Supplies
P0136727	CDW Government Inc	\$ 1,283.85		FC	Computer
P0136729	SolarWinds Inc	\$ 18,250.70		CC	Software Subscription Renewal
P0136730	Sidepath Inc	\$ 31,330.72		CC	Computers

**BOARD RECAP**  
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**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136731	Varidesk LLC	\$ 635.74		AC	Standing Desk
P0136732	Sodexo Inc and Affiliates	\$ 415.62		FC	Catering for Jump Start Program
P0136733	Computerland of Silicon Valley	\$ 248.00		CC	Software Maintenance Renewal
P0136734	Santa Ana College	\$ 180.00		FC	Conference Registration Fees
P0136735	Sodexo Inc and Affiliates	\$ 55.98		FC	Catering for Adjunct Librarian Hiring Committee
P0136736	Sodexo Inc and Affiliates	\$ 462.83		FC	Catering for Gender Literacy 101 Workshop
P0136737	JM & J Contractors	\$ 1,350.00		FC	Entryway Repairs
P0136738	Western Women's Lacrosse League	\$ 1,170.00		FC	Institutional Membership
P0136739	Substance Media Inc	\$ 50,000.00		AC	Videography Services
P0136740	Key Control Holding Inc	\$ 923.00		FC	Maintenance Agreement for Safety Equipment
P0136741	Office Solutions	\$ 5,000.00		FC	Blanket Order for Office Supplies
P0136742	Smart & Final	\$ 300.00		FC	Blanket Order for Office Supplies
P0136743	Orange County Register	\$ 819.54		FC	Orange County Register Subscription
P0136744	AAA Electric Motor Sales & Service Inc	\$ 1,501.38		FC	Facilities Supplies
P0136745	NMK Corporation	\$ 11,565.67		FC	Network Server Upgrade
P0136746	Amazon Business	\$ 84.02		CC	Office Supplies
P0136748	Blick Art Materials LLC	\$ 2,397.80		FC	Lab Supplies
P0136751	Orlandi Statuary Co Inc	\$ 606.97		FC	Lab Supplies
P0136752	Sierra Hegle	\$ 58.64		CC	Reimbursement for Raffle Prizes
P0136753	David Booze	\$ 35.90		CC	Catering for Graduation Fair
P0136754	Community College League of California	\$ 65,892.25		CC	Software Subscription Renewal
P0136755	Orange County Clerk-Recorder	\$ 3,271.00	Capital Outlay	AC	Environmental Document Filing for Sherbeck Field at FC
P0136756	Geotechnical Solutions Inc	\$ 190,000.00	Bond	AC	Geotechnical Services for Central Plant at FC - B/A:1/12/19
P0136757	Sasco Electric	\$ 8,319.00		CC	Electrical Cabling Services
P0136758	Robin Harrington	\$ 5,500.00		CC	Independent Contractor for Data Analysis
P0136759	CDW Government Inc	\$ 1,733.70		FC	Printer
P0136760	Kustom Imprints	\$ 2,035.00		FC	Marketing Materials
P0136761	Ann Marie Ruelas	\$ 349.35		CC	Reimbursement for Catering for Advisory Meeting
P0136762	Amazon Business	\$ 32.30		FC	Office Supplies
P0136763	Amazon Business	\$ 54.79		NOCE	Instructional Supplies
P0136764	VWR Funding Inc	\$ 9,147.84		FC	Lab Supplies
P0136767	Forge Promotions LLC	\$ 680.00		FC	Promotional Materials
P0136768	Shamila Pour Hassan	\$ 85.00		FC	Reimbursement for Student Fees
P0136769	Prompter People Inc	\$ 210.12		FC	Office Supplies
P0136770	PI Engineering Inc	\$ 128.74		FC	Instructional Supplies
P0136771	Microphone Madness Inc	\$ 2,489.03		FC	Classroom Supplies
P0136772	Sodexo Inc and Affiliates	\$ 883.87		FC	Catering for Ribbon Cutting Ceremony
P0136773	Sodexo Inc and Affiliates	\$ 1,707.86		FC	Catering for Promise Halloween Mixer
P0136774	Green Oak Ranch Ministries Inc	\$ 5,810.00		FC	Field Trip Fees for Music Department
P0136775	Crown Awards	\$ 1,179.40		CC	Custom Medals for the Educational Opportunity Dept.
P0136776	Wallwisher Inc	\$ 99.00		CC	Software License
P0136778	Ashton Politanoff	\$ 282.45		CC	Reimbursement for Student Meals for Event
P0136779	Posit Science Corporation	\$ 1,800.00		NOCE	Software Subscription Renewal
P0136780	Amazon Business	\$ 715.32		FC	Instructional Supplies
P0136781	GST	\$ 12,297.03		FC	Computer Components
P0136782	Freedom US Acquisition Corp	\$ 3,217.24		FC	Computer Monitor Arm



**BOARD RECAP**  
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136795	The Studio Technologies Inc	\$ 557.60		FC	Promotional Materials
P0136796	Ashton Politanoff	\$ 451.00		CC	Reimbursement for Field Trip Transportation Fees
P0136797	VWR Funding Inc	\$ 4,546.32		FC	Lab Equipment
P0136798	Fisher Scientific Co LLC	\$ 1,789.84		CC	Lab Supplies
P0136799	California Department of Education	\$ 6,181.12		FC	Textbooks
P0136800	Sodexo Inc and Affiliates	\$ 86.16		FC	Catering for Day of the Dead Event
P0136801	Tracie Bradley	\$ 2,402.88		CC	Blanket Order for Child Care
P0136802	American Dental Education Association	\$ 945.00		CC	Institutional Membership
P0136803	Blick Art Materials LLC	\$ 2,317.20		FC	Lab Supplies
P0136804	Vintage King Audio Inc	\$ 7,325.26		FC	Instructional Supplies
P0136806	Christina Mix	\$ 371.17		CC	Reimbursement for Office Supplies
P0136807	Buddy's All Stars, Inc.	\$ 437.43		FC	Athletic Supplies
P0136808	Sodexo Inc and Affiliates	\$ 920.60		FC	Catering for Jump Start High School Event
P0136810	Sodexo Inc and Affiliates	\$ 187.80		FC	Catering for Hornets Tutoring
P0136811	Sodexo Inc and Affiliates	\$ 145.35		FC	Catering for Teacher Pathway Program Event
P0136812	Sodexo Inc and Affiliates	\$ 184.21		FC	Catering for Child Development Lab
P0136813	Amazon Business	\$ 1,055.55		FC	Instructional Supplies
P0136814	Jesus Torres-Campos	\$ 647.77		CC	Reimbursement Science Technology Conference Fees
P0136815	Adrian Salas	\$ 1,220.05		CC	Reimbursement Science Technology Conference Fees
P0136816	Kyle Covington	\$ 573.13		CC	Reimbursement Science Technology Conference Fees
P0136817	Ngu Phan	\$ 538.22		CC	Reimbursement Science Technology Conference Fees
P0136818	UCLA Regents	\$ 19,600.00		CC	Cypress College 2019 Equity Symposium Fees
P0136819	Skyline Displays of Orange County	\$ 1,236.38		FC	Promotional Materials
P0136820	Uline Inc	\$ 2,319.73		FC	Promotional Materials
P0136821	Full Compass Systems Ltd	\$ 226.93		FC	Instructional Supplies
P0136822	Bartlett Audio LLC	\$ 385.76		FC	Instructional Supplies
P0136823	McMaster Carr Supply Co	\$ 331.94		FC	Instructional Supplies
P0136824	Integrated Interiors Inc	\$ 10,200.00		CC	Room Interior Modification Services
P0136825	BSN Sports LLC	\$ 1,490.36		FC	Athletic Supplies
P0136826	B & H Photo Video Inc	\$ 564.65		FC	Classroom Supplies
P0136827	Pacific Parking Systems Inc	\$ 14,640.00		FC	Maintenance Agreement for Parking Pay Machines
P0136828	B & H Photo Video Inc	\$ 2,644.30		CC	Instructional Supplies
P0136829	GST	\$ 753.92		CC	Printer
P0136830	Sodexo Inc and Affiliates	\$ 1,319.18		FC	Catering for Puente Mentor Dinner
P0136831	Sodexo Inc and Affiliates	\$ 143.20		FC	Catering for Student Service Committee Lunch Day
P0136832	Orvac Electronics	\$ 200.03		FC	Instructional Supplies
P0136833	Health EDCO	\$ 534.57		FC	Publication Materials
P0136834	CDW Government Inc	\$ 1,206.27		FC	Computer
P0136835	Computerland of Silicon Valley	\$ 2,199.00		FC	Software Support Renewal
P0136836	JM & J Contractors	\$ 2,700.00		FC	Chair Repair Services
P0136837	King Van & Storage Inc	\$ 300.00		NOCE	Blanket Order for Storage Container Rental Fees
P0136838	Home Depot	\$ 401.15		FC	Instructional Supplies
P0136839	B & H Photo Video Inc	\$ 564.22		FC	Classroom Supplies
P0136840	Fitness Vacation Exchange	\$ 12,676.80		FC	Athletic Supplies
P0136841	Cal Pro Specialties	\$ 2,198.68		AC	Promotional Materials
P0136842	Meyers Fozi & Dwork, LLP	\$ 279.00		AC	Legal Defense Cost Fees for Adjunct Case

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136846	Zylia Inc	\$ 1,045.15		FC	Software License
P0136847	Fisher Scientific Co LLC	\$ 44,974.07		FC	Lab Supplies
P0136848	Electriduct Inc	\$ 166.33		FC	Instructional Supplies
P0136849	Nikon Instruments Inc	\$ 19,589.85		FC	Lab Equipment
P0136850	Orange County Sanitation District	\$ 93,112.91		AC	2019-20 Sewer User Fees
P0136851	Sodexo Inc and Affiliates	\$ 181.73		FC	Catering for Faculty Division Meeting
P0136852	ASCIP	\$ 2,358.75		AC	Risk Management Consultation Services
P0136853	Controlled Key Systems	\$ 30.13		NOCE	Security Supplies
P0136856	VWR Funding Inc	\$ 149.00		CC	Lab Supplies
P0136857	Amazon Business	\$ 26.91		FC	Office Supplies
P0136858	Best Buy Gov, LLC	\$ 1,102.23		CC	Instructional Supplies
P0136859	Wawak Sewing Supplies	\$ 2,862.63		FC	Instructional Supplies
P0136860	VWR Funding Inc	\$ 21,550.17		FC	Lab Supplies
P0136862	Glaad Inc	\$ 1,500.00		FC	Independent Contractor for Training Sessions
P0136863	CSI Fullmer	\$ 69,720.47		FC	Furniture for the Financial Aid Welcome Center
P0136864	Inventive Labs Corporation	\$ 120.39		FC	Software Subscription Renewal
P0136865	J W Pepper of Los Angeles	\$ 3,000.00		FC	Blanket Order for Music Materials
P0136866	J W Pepper of Los Angeles	\$ 4,000.00		FC	Blanket Order for Music Materials
P0136867	Ill Winds	\$ 600.00		FC	Blanket Order for Instrument Materials
P0136868	Airgas USA LLC	\$ 189.88		FC	Lab Safety Supplies
P0136869	Clarence Ross	\$ 700.00		CC	Guest Performer for Kwanzaa Event
P0136870	Sheri Sanders	\$ 4,000.00		FC	Guest Speaker for the Theatre Arts Department
P0136871	CSI Fullmer	\$ 1,688.18		FC	Furniture for Administration of Justice Department
P0136872	Displays2Go	\$ 970.70		FC	TV Display Cart for the Business Department
P0136873	State Water Resources Control Board	\$ 442.00	Bond	AC	General Permit Application Fee for Instruction at FC
P0136874	U S Immigration Law Group LLP	\$ 10,500.00		NOCE	Legal Service Fee
P0136875	Musician's Friend	\$ 113.14		FC	Instructional Supplies
P0136876	4imprint Inc	\$ 3,585.78		FC	Promotional Supplies
P0136878	Pacific Parking Systems Inc	\$ 791.96		FC	Bill Acceptor Replacement for Public Safety
P0136884	Pacific Parking Systems Inc	\$ 1,004.25		FC	Custom Wraps for Public Safety Pay Station
P0136885	Patrick Camangian	\$ 5,000.00		FC	Guest Speaker for Professional Learning Day Event
P0136886	Richard the Thread	\$ 321.52		FC	Instructional Supplies for Theatre Arts
P0136887	CDW Government Inc	\$ 85,304.47		NOCE	(80) Laptops and Software
P0136888	Home Depot	\$ 192.08		FC	Hardware Supplies for Theatre Arts
P0136889	Paton Group	\$ 21,454.91		FC	Laser Engraver System
P0136890	Carolina Biological Supply Co	\$ 147.62		CC	Lab Supplies
P0136891	Cal Pro Specialties	\$ 319.20		AC	Promotional Materials
P0136892	Boston Market Corporation	\$ 564.98		AC	Catering for Leadership Meeting
P0136893	Absolute Fencing Gear Inc	\$ 449.07		FC	Classroom Supplies
P0136894	Public Law Center	\$ 9,000.00		NOCE	Legal Service Fees
P0136895	Community College League of California	\$ 991.30		AC	Leadership Academy Speaker Fee
P0136896	Gregory Schulz	\$ 254.42		FC	Reimbursement for Food Bank Supplies
P0136897	San Diego Zoo Global	\$ 1,669.50		AC	Tickets for Diversity Field Trip
P0136898	Amp Your Good Inc	\$ 1,098.63		AC	Health Center Supplies
P0136899	iT1 Source LLC	\$ 1,554.23		NOCE	Office Supplies
P0136900	Orange County Fire Protection	\$ 4,575.00	Capital Outlay	AC	Installation of Pool Pump at FC

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136901	Orange County Air Conditioning	\$ 12,675.00	Capital Outlay	AC	Replacement Motor at Bldg. 200 at FC
P0136902	Dolly Perea	\$ 157.06		FC	CARE Auto Maintenance Reimbursement
P0136903	Marlene Tonkinson	\$ 200.00		FC	CARE Auto Maintenance Reimbursement
P0136904	Jessica Sandoval	\$ 500.00		FC	CARE Auto Maintenance Reimbursement
P0136905	Yasmin Avila	\$ 38.45		FC	Student Reimbursement for Instructional Supplies
P0136906	Fisher Scientific Co LLC	\$ 399.22		FC	Lab Supplies
P0136907	Tracy Ruiz Lopez	\$ 249.30		FC	CARE Auto Maintenance Reimbursement
P0136908	Strata Information Group	\$ 29,880.00		CC	BANNER Support for CC and FC Financial Aid - B/A: 06/23/19
P0136909	Heather Strano	\$ 268.23		FC	CARE Auto Maintenance Reimbursement
P0136910	Juana Peters	\$ 392.08		FC	CARE Auto Maintenance Reimbursement
P0136911	Demco Inc	\$ 795.75		FC	Instructional Supplies
P0136912	Jostens	\$ 100.82		FC	Graduation Supplies
P0136913	Canon USA Inc	\$ 1,000.00		FC	Camera Repairs Services
P0136914	Luxion Inc	\$ 4,990.00		FC	Software License
P0136915	Buddy's All Stars, Inc.	\$ 753.03		FC	Athletic Uniforms
P0136916	Markus Burger	\$ 1,347.00		FC	Reimbursement for Classroom Supplies
P0136917	Golden Set Tennis	\$ 271.85		FC	Instructional Supplies
P0136918	Alonti Catering	\$ 1,030.21		CC	Catering for Advisory Meeting
P0136919	Markertek Video Supply	\$ 879.59		FC	Instructional Supplies
P0136920	Araceli Martinez	\$ 85.00		FC	Reimbursement for Membership Dues
P0136921	Adorama	\$ 85.00		FC	Audio Equipment for the Theatre Department
P0136922	Bligh Roof Company Inc	\$ 4,832.25		FC	Roof Repair Services
P0136924	Gerson Escalante	\$ 85.00		FC	Reimbursement for Membership Fee
P0136925	CDW Government Inc	\$ 487.46		FC	Computer Components
P0136926	Sodexo Inc and Affiliates	\$ 178.73		FC	Catering for Jump Start
P0136927	BSN Sports LLC	\$ 571.09		FC	Athletic Uniforms
P0136928	Purpleheart Armoury LLC	\$ 762.69		FC	Instructional Supplies
P0136929	Krueger International Inc	\$ 18,549.76		NOCE	Classroom Furniture
P0136930	Swimoutlet.com	\$ 257.65		FC	Instructional Supplies
P0136931	Fisher Scientific Co LLC	\$ 9,717.54		FC	Lab Equipment
P0136932	J D Fields Lumber Co Inc	\$ 5,898.96		FC	Instructional Supplies
P0136933	Rodriguez Engineering Inc	\$ 9,800.00		AC	Structural Engineering Services for Tank Repair
P0136934	Qwickly Inc	\$ 10,604.00		FC	Software License
P0136935	The Harbor Institute	\$ 2,500.00		CC	Independent Contractor for Speaking Services
P0136942	Sodexo Inc and Affiliates	\$ 43.08		FC	Catering for Live Open Mic Night Event
P0136943	Amazon Business	\$ 261.74		NOCE	Pathways of Hope Supplies
P0136944	Amazon Business	\$ 23.68		NOCE	Office Supplies
P0136945	Amazon Business	\$ 1,196.03		AC	Textbooks
P0136946	Amazon Business	\$ 628.15		FC	Office Supplies
P0136947	Amazon Business	\$ 1,144.48		FC	Theater Supplies
P0136948	Mettler Toledo	\$ 7,711.57		FC	Lab Equipment
P0136949	4Wall Entertainment, Inc.	\$ 85,542.57		FC	Lighting Supplies for Theatre Department
P0136950	Amazon Business	\$ 508.58		FC	Textbooks
P0136951	Amazon Business	\$ 810.65		FC	Instructional Supplies
P0136952	Henry Schein Practice Solutions Inc	\$ 8,072.64		CC	Software Support Renewal
P0136953	Office Solutions	\$ 1,000.00		FC	Blanket Order for Office Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0136954	American Hydroponics	\$ 4,089.85		FC	Lab Supplies
P0136955	Kidsguide Inc	\$ 400.00		NOCE	Advertising Service for Fall Open House
P0136956	Davis Entertainment LLC	\$ 148.63		FC	Instructional Supplies
P0136958	Amazon Business	\$ 60.23		NOCE	Office Supplies
P0136959	Virco Inc	\$ 12,168.75		CC	Classroom Chairs for the Theatre Department
P0136960	La Palma Broadcasting LLC	\$ 4,000.00		FC	Live Streaming Fullerton College Football 2019
P0136962	Marx Bros Fire Extinguisher Co Inc	\$ 801.50		AC	Fire Extinguisher Repairs
P0136963	Amazon Business	\$ 115.21		FC	Instructional Supplies
P0136964	Mels Sewing Service	\$ 111.16		NOCE	Equipment Repair Supplies
P0136965	Uline Inc	\$ 400.00		CC	Blanket Order for Culinary Supplies
P0136966	Hazelden	\$ 114.16		FC	Instructional Materials
P0136967	Orange County Department of Education	\$ 143,325.00		CC	Independent Contractor for CC Outreach Program B/A: 11/12/19
P0136968	Catholic Charities of Orange County	\$ 8,500.00		NOCE	Professional Immigration Legal Services
P0136969	Flor Nunez	\$ 100.00		FC	Honorarium
P0136970	Amazon Business	\$ 409.34		CC	Instructional Supplies
P0136971	AT & T Inc	\$ 12,084.90		NOCE	Ethernet & Managed Router Services
P0136973	South Coast Higher Education Council	\$ 50.00		CC	Institutional Membership
P0136975	Amazon Business	\$ 305.02		NOCE	Office Supplies
P0136976	PhytoTech Labs Inc	\$ 2,413.59		FC	Lab Supplies
P0136977	Pinmart	\$ 1,410.40		NOCE	Office Supplies
P0136978	Sodexo Inc and Affiliates	\$ 785.82		FC	Catering for the Counseling Department
P0136979	Sodexo Inc and Affiliates	\$ 89.66		FC	Catering for the Library Dept.
P0136980	Pasco Scientific	\$ 114.22		CC	Lab Supplies
P0136981	Transportation Charter Services Inc	\$ 864.00		FC	Transportation for Tours of CSU Campuses
P0136982	Fisher Scientific Co LLC	\$ 746.53		CC	Lab Supplies
P0136984	Good Docs	\$ 397.60		FC	Instructional Media
P0136985	VWR Funding Inc	\$ 2,435.06		FC	Lab Supplies
P0136986	Centralia Elementary School District	\$ 81,702.56		NOCE	Facilities Use License B/A: 11/27/18
P0136987	Habit Restaurants LLC	\$ 20,664.75		CC	Catering for Connect2Cypress Event
P0136988	CDW Government Inc	\$ 107,770.87		NOCE	(96) Computer using NASPO Piggyback
P0136989	ASCAP	\$ 4,100.23		CC	Use of Copyright Music Materials Fee
P0136990	CDW Government Inc	\$ 5,629.88		FC	Laptop
P0136991	Concentric Sky Inc	\$ 1,515.00		CC	Service Fees for Instructional Development Office
P0136992	T&S Machines	\$ 2,778.51		CC	Machine Repairs for Auto Technology Department
P0136993	Amazon Business	\$ 38.76		CC	Classroom Supplies
P0136994	Health Journeys Inc	\$ 2,000.00		CC	Mental Health Streaming Subscription
P0136995	Amazon Business	\$ 2,642.57		FC	Instructional Supplies
P0137010	Computerland of Silicon Valley	\$ 200.42		AC	License Software
P0137011	Vernier Software & Technology	\$ 1,728.77		FC	Lab Supplies
P0137012	American College Health Association	\$ 431.01		CC	Institutional Membership
P0137013	Community College Facility Coalition	\$ 1,317.00		AC	Institutional Membership
P0137014	Pacific Parking Systems Inc	\$ 4,400.00		NOCE	Preventive Maintenance for Parking Meters
P0137015	Enthusiast Inc	\$ 3,900.00		FC	Website Design for the Journalism Department
P0137016	Liberty Air	\$ 1,200.00	Capital Outlay	AC	Lithium for Cogen Plant at CC
P0137017	ACCO Engineered Systems	\$ 7,598.00	Capital Outlay	AC	Perform Eddy Current to Chillers at FC
P0137019	Johnson Controls Fire Protection LP	\$ 1,904.00	Capital Outlay	CC	Service Call to Correct Wire at Humanities Bldg. at CC

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137034	Nicholas Wilkening	\$ 853.38		AC	Reimbursement for Website Domain Name AC, CC, FC, and NOCE
P0137035	Safe Hearing America Inc	\$ 175.00		AC	Work Related Hearing Loss Evaluation
P0137036	IT1 Source LLC	\$ 5,217.42		NOCE	Computers
P0137037	Sasco Electric	\$ 6,700.00		FC	Network Cabling Project
P0137038	1st California Notary Services	\$ 549.53		NOCE	Textbooks
P0137039	IT1 Source LLC	\$ 119.86		NOCE	Computer
P0137040	NMK Corporation	\$ 187.79		FC	Computer Component
P0137041	LAB Corporation	\$ 17,443.00		CC	Software License
P0137042	The Titan Group	\$ 8,000.00		AC	Human Resources Investigative Services
P0137043	Canyon Catering & Events Inc	\$ 342.00		NOCE	Catering for Department Retreat
P0137044	Robert Half International Inc	\$ 3,000.00		FC	Wireless Implementation Services
P0137045	Keystone Automotive Industries	\$ 1,000.00		CC	Blanket Order for Automotive Supplies
P0137046	HVAC Excellence, Inc.	\$ 3,781.64		CC	Accreditation Fees for Cypress College
P0137047	Triton Digital Inc	\$ 3,439.00		FC	Online Streaming Fee for Radio Station
P0137048	Cal Pro Specialties	\$ 4,462.87		NOCE	Promotional Materials
P0137049	Lowes Companies Inc	\$ 474.10		FC	Refrigerator for Student Affairs
P0137050	A Alvarado Painting	\$ 4,000.00		FC	Painting Services
P0137051	USA Scientific Inc	\$ 2,128.07		FC	Lab Supplies
P0137052	Amazon Business	\$ 917.82		FC	Instructional Supplies
P0137053	Signature Flooring Inc	\$ 5,838.00		FC	Carpet Removal Services
P0137054	Krueger International Inc	\$ 16,927.10		CC	Library Classroom Chairs
P0137055	Integrity Electric	\$ 26,895.00		FC	Electrical Wiring Services
P0137056	Ware Disposal Company Inc.	\$ 787.00		FC	Blanket Order for Dumpster Services
P0137057	Jostens	\$ 7.19		FC	Degrees for the Admissions and Records Department
P0137058	Nub Games Inc	\$ 315.00		FC	Admissions and Records Chat Feature Service
P0137059	SolarWinds Inc	\$ 16,938.00		CC	Software License Renewal
P0137060	Amazon Business	\$ 112.02		FC	Athletic Supplies
P0137061	Amazon Business	\$ 439.09		FC	Instructional Supplies
P0137062	JM & J Contractors	\$ 56,700.00		FC	Food Bank Room Renovation Project
P0137063	Sodexo Inc and Affiliates	\$ 70.90		AC	Catering for Diversity Workshop
P0137064	Digi-Key Corporation	\$ 1,106.65		CC	Lab Supplies
P0137065	Joint Review Committee on Educ in Diagnostic Med Sonography	\$ 1,200.00		CC	Accreditation Fee
P0137066	Sonia Duran	\$ 1,000.00		FC	Reimbursement for Educational Opportunity Event Hotel Fee
P0137067	Amazon Business	\$ 97.70		FC	Instructional Supplies
P0137068	K & J Magnetics Inc	\$ 81.08		CC	Lab Supplies
P0137069	BSN Sports LLC	\$ 264.51		FC	Athletic Uniforms
P0137070	Allied 100 LLC	\$ 538.75		FC	Athletic Supplies
P0137071	Smart & Final	\$ 15,000.00		CC	Blanket Order Food Pantry
P0137072	Buddy's All Stars, Inc.	\$ 4,733.53		FC	Athletic Uniforms
P0137073	Sodexo Inc and Affiliates	\$ 145.30		FC	Catering for Honors Alliance Meeting
P0137074	Kent Adhesive Products Co	\$ 2,538.01		FC	Office Supplies
P0137075	BSN Sports LLC	\$ 104.06		FC	Instructional Supplies
P0137076	Sodexo Inc and Affiliates	\$ 862.15		AC	Catering for Technology Services
P0137077	Amazon Business	\$ 182.93		FC	Instructional Supplies
P0137078	Amazon Business	\$ 885.65		FC	Instructional Supplies
P0137079	Amazon Business	\$ 307.10		FC	Instructional Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137080	Community College League of California	\$ 10,080.00		FC	Publication Subscription
P0137081	Avid Technology Inc	\$ 2,250.00		FC	Music Licensing
P0137082	Toshiba Business Solutions	\$ 3,913.20		CC	Software License
P0137083	CDW Government Inc	\$ 37,535.98		NOCE	Computers & Monitors
P0137084	G Schirmer Inc	\$ 1,125.99		FC	Repertoire for the Spring Masterworks Concert
P0137089	BSN Sports LLC	\$ 378.24		FC	Athletic Supplies
P0137090	CDW Government Inc	\$ 453.78		FC	Computer Monitor
P0137091	MRC Smart Technology Solutions	\$ 9,128.92		CC	Reproduction Charges
P0137092	Vintage King Audio Inc	\$ 4,455.68		CC	Instructional Supplies
P0137093	LAB Corporation	\$ 33,972.00		CC	Instructional Equipment for the Engineering Dept.
P0137094	Westlake Pro	\$ 6,609.00		CC	Software License
P0137095	A Alvarado Painting	\$ 2,800.00		FC	Wall Repair Services
P0137096	A Alvarado Painting	\$ 850.00		FC	Painting Services
P0137097	MB Painting	\$ 8,000.00		CC	Painting Services
P0137098	Blue Ribbon Trophy	\$ 15.62		CC	Engraving for the Puento Program Plaque
P0137099	Sodexo Inc and Affiliates	\$ 649.58		FC	Catering for Classified Fall Meet & Greet
P0137100	Cypress College	\$ 400.00		CC	Student Scholarship
P0137101	Sodexo Inc and Affiliates	\$ 104.44		FC	Catering for Jump Start Event
P0137102	Blick Art Materials LLC	\$ 3,344.17		FC	Lab Supplies
P0137105	B & H Photo Video Inc	\$ 8,904.30		CC	Lab Supplies
P0137106	BSN Sports LLC	\$ 1,530.68		FC	Marketing Materials
P0137107	BSN Sports LLC	\$ 396.20		FC	Athletic Uniforms
P0137124	Amazon Business	\$ 1,717.44		CC	Office Supplies
P0137125	Amazon Business	\$ 915.86		CC	Athletic Supplies
P0137126	Amazon Business	\$ 117.99		FC	Instructional Supplies
P0137127	United Scope LLC	\$ 1,481.55		FC	Lab Equipment
P0137145	Office Solutions	\$ 500.00		FC	Blanket Order for Office Supplies
P0137146	California Metal X	\$ 1,500.00		FC	Blanket Order for Instructional Supplies
P0137147	Johnny's Selected Seeds	\$ 1,000.00		FC	Blanket Order for Instructional Supplies
P0137148	FujiFilm Graphic Systems USA Inc	\$ 1,000.00		FC	Blanket Order for Instructional Supplies
P0137149	Rockfire Grill	\$ 1,054.54		AC	Catering for Faculty Orientation
P0137150	Rockfire Grill	\$ 706.50		AC	Catering for Leadership Academy
P0137151	Mitchell 1	\$ 1,586.53		FC	License Subscription
P0137152	MACS Worldwide	\$ 140.00		FC	Institutional Membership
P0137153	Sodexo Inc and Affiliates	\$ 423.29		FC	Catering for Student Support Services
P0137154	Professional Audio Design Inc	\$ 14,546.25		FC	Recording Control for the Music Department
P0137156	Sierra	\$ 12.00		FC	Maintenance Renewal
P0137157	AKB Marine Inc	\$ 3,308.40		FC	Promotional Materials
P0137158	Shiffler Equipment Sales Inc	\$ 39.22		CC	Instructional Supplies
P0137159	Amazon Business	\$ 64.63		CC	Office Supplies
P0137160	CLIA Laboratory Program	\$ 240.00		CC	Mandated Laboratory User Fees
P0137161	Columbia Dentoform Corp	\$ 295.38		CC	Lab Supplies
P0137162	Sodexo Inc and Affiliates	\$ 143.10		FC	Catering for Study Abroad Focus Group
P0137163	Amazon Business	\$ 541.64		CC	Lab Supplies
P0137164	Amazon Business	\$ 105.55		CC	Lab Supplies
P0137166	Cal Pro Specialties	\$ 1,917.30		NOCE	Promotional Materials

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137167	CSI Fullimer	\$ 1,839.44		AC	Office Furniture
P0137168	French European Inc	\$ 300.00		FC	Blanket Order for Sewing Machine Repairs
P0137169	Rob's Mobile Detail	\$ 5,000.00		CC	Blanket Order for Vehicle Washing Services
P0137170	Machine Tool Factory Inc	\$ 3,000.00		FC	Blanket Order for Machine Shop Repairs
P0137171	French European Inc	\$ 500.00		FC	Blanket Order for Instructional Supplies
P0137172	Encore Welding and Industrial Supply LLC	\$ 5,000.00		FC	Blanket Order for Instructional Supplies
P0137173	Cindy Montes	\$ 2,390.43		CC	Child Care Expenses for CalWORKs Student
P0137174	Westside Building Material Corp	\$ 5,000.00		FC	Blanket Order for Instructional Supplies
P0137175	CDW Government Inc	\$ 531.43		FC	Scanner
P0137176	HealthFirst Medical Group of Santa Fe Springs	\$ 1,860.00		AC	Respiratory Protection Program
P0137177	Cox Matthews & Associates	\$ 114.90		AC	Diversity Training Services
P0137178	Traf-Sys Inc	\$ 4,909.36		FC	Computer Networking Components
P0137179	Aramark Services Inc	\$ 4,816.91		FC	Catering for Hornet Leadership Retreat Event
P0137180	Ollivier Corporation	\$ 2,185.33		NOCE	Door Repair Services
P0137181	County of Orange	\$ 73.00		CC	Storage Tank Fees
P0137182	Brea/Orange County Plumbing	\$ 1,485.64		FC	Plumbing Services
P0137183	MSC Industrial Supply Co Inc	\$ 66,937.69		FC	Welding Machine for the Welding Program
P0137184	VenTek International	\$ 1,562.32		FC	Maintenance Agreement for Parking Meter
P0137185	Vintage King Audio Inc	\$ 765.43		CC	Instructional Supplies
P0137186	ABC School Equipment Inc	\$ 8,837.81		NOCE	Classroom Equipment
P0137187	Brandi Avila	\$ 295.52		FC	Reimbursement for Field Trip Student Catering
P0137188	Verizon Wireless LA	\$ 153.04		CC	Cellular Phone Service Charge
P0137189	Kevin Scully	\$ 175.00		FC	Guest Speaker for Math Colloquium
P0137191	Deluxe Small Business Sales Inc	\$ 337.12		CC	Publication Materials
P0137192	Sodexo Inc and Affiliates	\$ 884.12		FC	Catering for Guided Pathways Planning Session
P0137193	Journeyworks Publishing	\$ 253.25		CC	Patient Supplies
P0137194	Signature Flooring Inc	\$ 5,318.80		FC	Flooring Repair Services
P0137195	Ashley Berry	\$ 280.97		CC	Reimbursement for Student Food Pantry Supplies
P0137196	Amazon Business	\$ 284.91		NOCE	Textbooks
P0137197	Amazon Business	\$ 1,045.00		FC	Instructional Media
P0137198	B & H Photo Video Inc	\$ 8,950.53		FC	Instructional Supplies
P0137199	CDW Government Inc	\$ 1,283.85		FC	Computer
P0137200	One Source Distributors Inc	\$ 538.78		FC	Instructional Supplies
P0137202	Albert Rodriguez	\$ 100.00		AC	Guest Speaker for District Diversity
P0137203	Bone Clones Inc	\$ 676.69		CC	Lab Supplies
P0137204	Sodexo Inc and Affiliates	\$ 316.87		FC	Catering for Mental Health Workshop
P0137205	Pacific Parking Systems Inc	\$ 1,012.86		FC	Bill Acceptor Machine for Campus Safety
P0137206	Amazon Business	\$ 462.16		FC	Textbooks
P0137207	Toshiba Business Solutions	\$ 200.00		AC	Blanket Order for Copier Supplies
P0137208	Toshiba Business Solutions	\$ 6,117.08		NOCE	Copier
P0137209	Sodexo Inc and Affiliates	\$ 239.46		FC	Catering for Science Technology Symposium
P0137210	Verizon Wireless LA	\$ 1,731.41		NOCE	Mobile Phones for Campus Safety
P0137211	Haldeman Inc	\$ 1,556.99		CC	Facilities Supplies
P0137212	Grainger Inc	\$ 34,106.31	Capital Outlay	CC	Water Cooler with Bottle Filling Station for CC
P0137213	Brea/Orange County Plumbing	\$ 53,737.32	Capital Outlay	AC	Drain Replacement at Bldg. 100 at FC

**BOARD RECAP**  
**FOR THE PERIOD NOVEMBER 14, 2019, THROUGH JANUARY 6, 2020**  
**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137214	Integrity Electric	\$ 11,700.00	Capital Outlay	AC	Heating Upgrades at Bldg. 3000 at FC
P0137215	Benchmark Education Company	\$ 277.36		NOCE	Textbooks
P0137216	Amazon Business	\$ 71.14		CC	Office Supplies
P0137217	Advanced Technologies Consultants	\$ 89,809.63		FC	Instructional Equipment for Machining Technology Dept.
P0137218	EQ Schools	\$ 41,000.00		SCE	Wellness Workshops
P0137219	Kaesar and Blair Inc	\$ 686.59		FC	Supplies for Biotech Event
P0137220	Cengage Learning Inc	\$ 900.79		NOCE	Textbooks
P0137221	American Printing & Promotions	\$ 8,000.05		CC	Marketing Materials
P0137222	McFeelys Square Drive Screws	\$ 670.26		FC	Classroom Supplies
P0137223	DJI Service LLC	\$ 322.87		FC	Drone Repairs for the Drone Lab
P0137224	Fullerton Paint and Flooring	\$ 2,632.61		FC	Instructional Supplies
P0137225	MB Painting	\$ 5,500.00		CC	Painting Services
P0137226	Knorr Systems Inc	\$ 278.59		CC	Facilities Supplies
P0137227	CDW Government Inc	\$ 1,549.37		FC	Computer Tablet with Accessories
P0137228	NMK Corporation	\$ 235.20		FC	Computer Component
P0137229	Integrity Electric	\$ 12,115.00		FC	Electrical Wiring Installation
P0137230	JM & J Contractors	\$ 23,689.00		FC	Sound Proofing Service
P0137231	Merit Software	\$ 1,418.00		FC	Software License
P0137232	Sasco Electric	\$ 1,100.00		FC	Data Cabling Installation
P0137233	Buddy's All Stars, Inc.	\$ 4,910.47		FC	Athletic Supplies
P0137234	One Diversified LLC	\$ 3,172.16		CC	Projector
P0137235	Kaesar and Blair Inc	\$ 3,984.25		FC	Promotional Materials
P0137236	IT1 Source LLC	\$ 935.85		NOCE	Office Supplies
P0137237	State of California	\$ 24,047.89		AC	Worker Compensation Self Insurance Assessment Fee 2019-2020
P0137238	Melanie Rosa	\$ 1,101.37		FC	Reimbursement for Dance Program Supplies
P0137239	Performance Health Supply Inc	\$ 242.17		FC	Athletic Supplies
P0137241	BSN Sports LLC	\$ 3,759.03		FC	Athletic Uniforms
P0137242	Sasco Electric	\$ 2,290.00		FC	Data Cabling Services
P0137243	Sodexo Inc and Affiliates	\$ 512.88		FC	Catering for Staff Development
P0137248	GST	\$ 520.68		FC	Printer
P0137249	Eric Armin Inc	\$ 322.71		FC	Lab Supplies
P0137250	M-F Athletic Company Inc	\$ 304.65		FC	Instructional Supplies
P0137251	West Coast Netting Inc	\$ 2,592.47		FC	Athletic Supplies
P0137252	Safeguard Business Systems	\$ 677.74		CC	Promotional Supplies
P0137253	California State University Long Beach	\$ 155.00		FC	Conference Fees for the Physical Education Dept.
P0137254	Amazon Business	\$ 296.32		FC	Office Supplies
P0137255	Cal Pro Specialties	\$ 9,867.10		NOCE	Promotional Materials
P0137256	Ruth Gutierrez	\$ 1,935.00		AC	Reimbursement for Retraining Coursework
P0137257	Transportation Charter Services Inc	\$ 650.00		FC	Transportation for Teacher Pathway Workshop
P0137258	TouchPoint Medical Inc	\$ 1,852.38		NOCE	Medical Dispense Machine
P0137283	Toshiba Business Solutions	\$ 5,978.40		NOCE	Copier
P0137284	Toshiba Business Solutions	\$ 10,390.56		CC	Copier
P0137285	EX Libris Users of North America	\$ 43,883.25		AC	Software Maintenance Renewal
P0137286	Blackboard, Inc	\$ 12,000.00		FC	Software Maintenance Renewal
P0137287	CA Organization of Associate Degree Nursing Program South	\$ 100.00		CC	Institutional Membership



**BOARD RECAP**  
**FOR THE PERIOD NOVEMBER 14, 2019, THROUGH JANUARY 6, 2020**  
**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137288	Joint Review Committee on Education in Radiologic Technology	\$ 2,270.00		CC	2020 Annual Accreditation Fee
P0137291	Amramp Los Angeles	\$ 8,100.09	Capital Outlay	FC	Rental of Ramp for FC
P0137292	Krueger International Inc	\$ 11,504.08	Capital Outlay	AC	Classroom Furniture for FC
P0137293	Westberg + White Inc	\$ 8,700.00	Capital Outlay	AC	Architecture and Engineering Services for FC
P0137294	Salem Press	\$ 2,000.00		CC	Blanket Order for Instructional Materials
P0137295	Cengage Learning Inc	\$ 5,300.00		CC	Blanket Order for Instructional Materials
P0137296	Garden Grove Unified School District	\$ 2,000.00		CC	Student Transportation Charges
P0137297	Fullerton Joint Union HSD	\$ 1,000.00		CC	Student Transportation Charges
P0137298	Los Alamitos Unified School District	\$ 500.00		CC	Student Transportation Charges
P0137299	Bumper Superstore	\$ 1,099.05		FC	Equipment for Campus Vehicle
P0137300	WMFY We Mail For You	\$ 2,730.00		NOCE	Mail Delivery Service for 2020 Spring Schedule
P0137301	Aaron Paul Santos	\$ 1,250.00		CC	Student Scholarship
P0137303	Andranay Williams	\$ 1,250.00		CC	Student Scholarship
P0137304	Amber Trinh	\$ 1,250.00		CC	Student Scholarship
P0137305	Julia Torres	\$ 1,250.00		CC	Student Scholarship
P0137306	Sodexo Inc and Affiliates	\$ 171.29		FC	Catering for Umjoja Program Event
P0137307	ASCIP	\$ 552.50		AC	Consulting Services for Risk Management
P0137308	Ran Graphics Inc	\$ 46,558.78		NOCE	Winter 2019 Class Schedule Printing
P0137309	Orange County Heritage Council	\$ 275.00		FC	Parade Application Fee for the Umjoja Program
P0137310	Clarus Corporation	\$ 3,000.00		CC	Subscription Maintenance Renewal
P0137311	Buddy's All Stars, Inc.	\$ 2,140.24		FC	Athletic Uniforms
P0137312	Environmental Systems Research Institute Inc	\$ 2,902.00		CC	Software License Renewal
P0137313	EX Libris Users of North America	\$ 370.00		AC	Software License Renewal
P0137314	Sodexo Inc and Affiliates	\$ 554.42		FC	Catering for New Faculty Seminar
P0137315	Partner Pak Inc	\$ 2,693.75		CC	Robot for the Engineering Department
P0137316	Cognisco Technologies Inc	\$ 17,150.00		FC	Software License
P0137317	GameDay Edge LLC	\$ 1,548.15		FC	Mobile TV Cart for the PE Department
P0137319	Fehr Bros Industries Inc	\$ 383.41		FC	Instructional Supplies
P0137320	Sew Vac Ltd	\$ 11,141.98		CC	Instructional Supplies
P0137321	Canyon Catering & Events Inc	\$ 247.03		NOCE	Catering for the Master Facility Mtg
P0137322	Forestry Suppliers Inc	\$ 616.22		FC	Lab Supplies
P0137323	Carousel Industries of North America Inc	\$ 2,940.50		AC	Software Maintenance Renewal
P0137324	Sasco Electric	\$ 750.00		FC	Data Cabling Installation
P0137325	Estephania Solano	\$ 198.17		FC	CARE Auto Maintenance Reimbursement
P0137326	Jaylie Bumpurs	\$ 38.49		FC	CARE Auto Maintenance Reimbursement
P0137327	MRC Smart Technology Solutions	\$ 717.53		CC	Office Supplies
P0137328	Safari Books Online LLC	\$ 220.22		AC	Software License Renewal
P0137329	Computerland of Silicon Valley	\$ 205.00		CC	Software License Renewal
P0137330	Toledo Physical Education Supply	\$ 1,932.47		CC	Instructional Supplies
P0137331	Liliann Stroud	\$ 583.00		CC	Reimbursement for Holiday Party Catering
P0137332	Republic Master Chefs Textile Rental Services	\$ 1,050.00		CC	Blanket Order for Facilities Supplies
P0137333	ProGuard Service and Solutions	\$ 2,000.00		CC	Blanket Order for Facilities Supplies
P0137334	Kaesar and Blair Inc	\$ 662.00		FC	Promotional Materials
P0137335	Mountain Measurement Inc	\$ 425.00		CC	Annual Nursing Program Reports
P0137336	The Lincoln Electric Company	\$ 9,759.03		FC	Instructional Supplies

**BOARD RECAP**  
**FOR THE PERIOD NOVEMBER 14, 2019, THROUGH JANUARY 6, 2020**  
**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137337	2K Medical Billing Systems	\$ 2,313.00		NOCE	Software License
P0137338	Blackboard, Inc	\$ 42,000.00		CC	Software License Renewal
P0137339	WMFY We Mail For You	\$ 4,132.22		AC	Magazine Printing
P0137340	Sigma-Aldrich Inc	\$ 424.86		CC	Lab Supplies
P0137341	Sodexo Inc and Affiliates	\$ 81.85		FC	Catering for Food Drive Volunteers
P0137342	American Board of Funeral Service Education	\$ 1,084.56		CC	Accreditation Site Visit Team Expenses
P0137343	Tropical Penguin	\$ 7,607.10		FC	Athletic Supplies
P0137344	Bad Elf LLC	\$ 727.28		CC	Instructional Supplies
P0137345	Pearson VUE	\$ 8,907.39		NOCE	Assessment Materials
P0137346	Smart & Final	\$ 1,000.00		CC	Blanket Order for Food Supplies
P0137347	Bio Corporation	\$ 5,283.21		CC	Lab Supplies
P0137348	Alexander Brown	\$ 197.18		FC	Field Trip Reimbursement for International Student
P0137349	MMS - Medical Supply Company	\$ 3,836.10		CC	Lab Supplies
P0137350	Stanford Research Systems	\$ 1,054.79		CC	Lab Equipment
P0137351	Science First LLC	\$ 1,006.28		CC	Lab Supplies
P0137352	California Medical Systems	\$ 25,500.00		NOCE	Software License
P0137353	Split Image Graphic Design	\$ 646.50		CC	Instructional Materials
P0137357	M-F Athletic Company Inc	\$ 2,760.93		CC	Athletic Supplies
P0137358	Rapter Events LLC	\$ 250.00		FC	Independent Contractor for Digital Presentation
P0137359	Kwall LLC	\$ 19,000.00		CC	Consulting Agreement for the Communications Office
P0137360	Office Solutions	\$ 500.00		FC	Blanket Order for Office Supplies
P0137361	Henry Schein Inc	\$ 5,000.00		CC	Blanket Order for Instructional Supplies
P0137362	Quark Enterprises Inc	\$ 990.34		CC	Lab Supplies
P0137363	CLIA Laboratory Program	\$ 180.00		FC	Mandated Lab Fee
P0137364	American College Health Association	\$ 475.00		FC	Institutional Membership
P0137365	Cidi Labs LLC	\$ 54,953.00		FC	Software Subscription
P0137366	Lenovo (United States) Inc	\$ 14,662.34		CC	(10) Laptop Computers
P0137367	GST	\$ 452.41		CC	Printer
P0137368	CDW Government Inc	\$ 4,599.44		FC	Printer
P0137369	Cell Business Equipment	\$ 1,522.28		CC	Copier Maintenance Services
P0137370	Sasco Electric	\$ 744.00		CC	Electrical Wiring Installation
P0137371	Gina Houston	\$ 58.56		FC	CARE Auto Maintenance Reimbursement
P0137372	Cristina Bello	\$ 65.04		FC	CARE Auto Maintenance Reimbursement
P0137373	Heather Strano	\$ 85.00		FC	CARE Student Honor Society Reimbursement
P0137374	Patricia Madrigal	\$ 15.00		FC	CARE Student Honor Society Reimbursement
P0137375	Jaylie Bumpurs	\$ 63.60		FC	CARE Auto Maintenance Reimbursement
P0137376	Enthusiast Inc	\$ 1,750.00		FC	Website Design for the Journalism Department
P0137377	Greatlike Media	\$ 33,600.00		FC	Search Engine Optimization for Photography Dept.
P0137378	Environmental Management Technologies	\$ 3,335.00		FC	Hazardous Waste Removal
P0137380	Certified Enterprises Inc	\$ 480.00		FC	Trash Pickup Services
P0137382	Royden Hobbs	\$ 484.94		FC	Reimbursement for Field Trip to Channel Islands
P0137383	Transportation Charter Services Inc	\$ 606.00		FC	Transportation for International Student Center
P0137384	Plumbing & Industrial Supply	\$ 1,699.43		FC	Facilities Supplies
P0137385	American Bike Patrol Services	\$ 8,495.44		CC	Bicycles for Public Safety
P0137386	MMS - Medical Supply Company	\$ 1,288.08		CC	Lab Supplies

**BOARD RECAP**  
**FOR THE PERIOD NOVEMBER 14, 2019, THROUGH JANUARY 6, 2020**  
**BOARD MEETING 1/28/20**

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0137388	CDW Government Inc	\$ 833.49		FC	Computer
P0137389	Eaton Corporation	\$ 43,994.08		AC	Computer Network Backup Power
P0137390	Office Solutions	\$ 1,500.00		NOCE	Blanket Order for Food Pantry Supplies
P0137391	Therese Mosqueda-Ponce	\$ 371.37		CC	Reimbursement for Field Trip Dinner
P0137392	Therese Mosqueda-Ponce	\$ 33.91		CC	Reimbursement for Puente Mixer Supplies
P0137393	RJ Electric	\$ 5,700.00		NOCE	Electrical Installations
P0137394	Tracey Wallace	\$ 200.00		FC	Kwanzaa Event Performer
P0137395	BSN Sports LLC	\$ 3,016.81		FC	Athletic Uniforms
P0137396	BSN Sports LLC	\$ 293.03		FC	Instructional Supplies
P0137397	Fuse LLC	\$ 2,814.97		CC	Student Planners for the DSS Department
P0137398	Oncourt Offcourt Ltd	\$ 1,033.91		FC	Athletic Supplies
P0137399	Nomad Lacrosse Distributors LLC	\$ 517.55		FC	Athletic Supplies
P0137400	Regina Rhymes	\$ 296.74		CC	Reimbursement for Kwanzaa Event Flyers
P0137401	Sodexo Inc and Affiliates	\$ 104.44		FC	Catering for Jump Start Program
P0137402	Christina Mix	\$ 110.00		CC	Reimbursement for Postage Fees
P0137404	Careeramerica LLC	\$ 17,500.00		CC	Financial Aid TV Services
P0137407	Pearson Education Inc	\$ 536.92		CC	Publication Materials
P0137410	TSC Group LLC	\$ 3,535.32		CC	Instructional Supplies
P0140013	Office Solutions	\$ 10,000.00		FC	Blanket Order for Office Supplies
P0140058	Electric Car Sales and Service Inc	\$ 8,000.00		FC	Blanket Order for Facilities Supplies
P0140088	Office Solutions	\$ 6,000.00		FC	Blanket Order for Office Supplies
P0140139	Office Solutions	\$ 10,000.00		FC	Blanket Order for Office Supplies
		<b>\$ 3,640,623.82</b>			

Approved by: \_\_\_\_\_  
Fred Williams, Vice Chancellor

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	X
<b>DATE:</b>	January 28, 2020	Information	_____
		Enclosure(s)	_____
<b>SUBJECT:</b>	Consider Authorization for the Sole Source Service for the Upgrade of the Energy Management System at Anaheim Campus		

**BACKGROUND:** A Metasys Energy Management System (EMS) was installed during the original build-out of the Anaheim Campus. However, a portion was replaced with an FX system, which is maintained and programmed by an outside contractor. Our existing EMS currently works on two systems – Metasys and FX, which cause programming issues and limit our capability to manage the building systems efficiently. Additionally, the original Metasys system’s controls have passed their useful life and require large-scale replacement. After carefully weighing options to address these concerns, staff determined that it would be best to look into upgrading the current EMS. Staff reviewed and compared proposals and presentations from the following vendors:

Johnson Controls, Inc.	\$585,000.00
Computrols	N/A
Trane	\$495,985.00

A committee comprised of the District Director, Facilities Planning & Construction, Interim Manager, District Facilities Planning, Maintenance & Construction, and former District Building Maintenance Coordinator, met with representatives of the above companies and reviewed the presentations made. The committee was unfamiliar with Computrols and wary that integration with their system would not be seamless. The company proposed to provide a six (6) week trial period for taking over the 6<sup>th</sup> floor controls for 13 VAVs (variable air volume) and one AHU (air handling unit) for \$4,650. However, the committee determined to focus on the Johnson Controls and Trane systems.

After consideration of price and functionalities of these different systems, staff determined that the Trane Building Automation System (BAS) would best serve the needs of the District and Anaheim Campus. Trane met with District IT staff to ensure that their systems adhere to the District’s IT requirements. Trane shall provide all required equipment, materials, labor, and services to upgrade the Energy Management System at the Anaheim Campus in the amount of \$495,985. We are requesting a contingency in the amount of \$50,000 for unforeseen conditions such as diagnostic or repair services for the existing HVAC systems, duct/air distribution systems, air balancing, BACnet communication cards or integration of Data Aire units, etc.

Trane began its performance contracting in 1995 and has been a qualified DOE Energy Service Company (ESCO) since 1998. Trane is a recognized industry-leader of energy efficient heating, ventilation, and air conditioning (HVAC) equipment and controls with a global distribution network of service and parts locations to support ESPC projects.

Pursuant to Public Contract Code Section 3400(c) (2), the District may elect to specify

3.b.1

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Item No.

certain products/brands to match items in use on a particular public improvement either completed or in the course of completion to establish complete compatibility. Trane is the District standard for HVAC equipment. We have two existing Trane chillers. In May, 2015 and in April, 2019, the Board approved contracts to service Chillers 2 and 1, respectively, to Trane to upgrade the chillers and install adaptive frequency drives (AFDs) and controls that serve to extend the life of the chillers' compressors, as well as reduce utility use by automatically adjusting the speed of the compressor during reduced load periods. Although we know that we are saving energy because of the AFDs, we are currently not able to measure the energy savings with the current EMS. With the new BAS, however, we will have the ability to perform data logging or trending that can help us identify and evaluate energy saving measures.

Trane proposes a comprehensive solution to upgrade our current EMS including, but not limited to, engineering and design; installation; programming; testing and verification of system operations; remote hosting of Intelligent Services (IS) systems and technologies; ongoing support by way of a service agreement, as well as Trane's (AI) Artificial Intelligence (Predictive diagnostics). Staff believes that Trane's AI will help verify service actions and identify issues before they become a problem. More importantly, since our two chillers have been fitted with Trane AFDs, the AI that will come with the new BAS can manipulate intricate chiller plant sequences to optimize energy use under continuous real-time conditions. Also, since they are familiar with the performance curves of our chillers, Trane will be able to implement chiller plant optimization strategies such as chilled water resets, which can match plant operations with prevailing conditions to lower the burden on the compressors and reduce energy consumption.

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

**How does this relate to the five District Strategic Directions:** This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding for this project will come from Scheduled Maintenance funds.

**RECOMMENDATION:** It is recommended that the Board approve Resolution No. 19/20-13, and authorize the District Director, Purchasing, to issue a purchase order and contract to Trane to provide all required equipment, materials, labor, and services to upgrade the Energy Management System at the Anaheim Campus in the amount of \$495,985 plus contingency in the amount of \$50,000 for unforeseen conditions such as diagnostic or repair services for the existing HVAC systems, duct/air distribution systems, air balancing, BACnet communication cards or integration of Data Aire units etc. Authorization is further requested to delegate authority to the Vice Chancellor, Finance and Facilities or his designee to execute and deliver any and all documents which he may deem necessary or advisable in order to execute all required contracts.

Fred Williams

3.b.2

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Recommended by

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Approved for Submittal

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Item No.



**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
APPROVING CONTRACT WITH TRANE TO PROVIDE EQUIPMENT,  
MATERIALS, LABOR AND SERVICES TO UPGRADE THE ENERGY  
MANAGEMENT SYSTEM AT THE ANAHEIM CAMPUS**

**RESOLUTION NO. 19/20-13**

**WHEREAS**, the North Orange County Community College District (“District”) has determined it is necessary to upgrade the energy management system at the Anaheim Campus; and

**WHEREAS**, based on a review and comparison of proposals and presentations provided by various vendors, and after consideration of price and the functionality of the various systems, District staff determined that the Trane Building Automation System (“BAS”) would best serve the needs of the District and its Anaheim Campus;

**WHEREAS**, the District’s Board of Trustees (“Board”) finds that the Trane BAS is necessary due to specific features and other factors including, but not limited to, the following:

- a. Trane is the District’s standard for HVAC systems and the District has two existing Trane chillers.
- b. The District’s Board previously approved contracts to Trane to upgrade the chillers and to install adaptive frequency drives (AFD’s) and controls.
- c. Trane’s comprehensive upgrade to the current EMS includes, without limitation, engineering and design; installation; programming; testing and verification of system operations; remote hosting of Intelligent Services (IS) systems and technologies; ongoing support by way of a service agreement; and Trane’s Artificial Intelligence (AI) predictive diagnostics.
- d. Since the two existing chillers have already been fitted with Trane AFD’s, the AI program and services that will be included in the new BAS can manipulate intricate chiller plant sequences to optimize energy use under continuous real-time conditions. Trane’s AI program and services will also help verify service actions and identify issues before they become a problem. Trane’s AI program and services are unique and no other vendor that the District reviewed and considered could provide similar services, operations, functions or features, and be fully integrated and compatible with the District’s existing chillers and AFD’s.
- e. Since Trane is already familiar with the performance curves of the District’s existing chillers, Trane will be able to best implement chiller plant optimization strategies such as chilled water resets which can match plant operations with prevailing conditions to lower the burden on the compressors and reduce energy consumption.

- f. The new Trane BAS will have the ability to perform data logging or trending that can assist the District identify and evaluate energy saving measures.

**WHEREAS**, pursuant to Public Contract Code section 3400(b)(2), the District's Board has determined that the Trane BAS is a necessary in order to match and fully integrate with the existing chillers, AFD's and other products in use on a particular public improvement either completed or in the course of completion;

**WHEREAS**, pursuant to Public Contract Code section 3400(b)(3), the District's Board has determined that the Trane BAS and accompanying AI predictive diagnostics equipment and services are necessary items and are available from one source;

**WHEREAS**, the District's Board has determined that it would work an incongruity and not produce any advantage to competitively bid the procurement and construction of the Trane BAS and accompanying AI predictive diagnostics equipment and services are necessary items and are available from one source; and

**WHEREAS**, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

**NOW, THEREFORE**, the District Board hereby finds, determines, declares and resolves as follows:

**Section 1.** All of the recitals set forth above are true and correct and the Board so finds and determines.

**Section 2.** The Board hereby finds and determines that the acquisition of the Trane BAS and accompanying AI predictive diagnostics equipment and services are necessary items; are necessary in order to match and fully integrate with the existing chillers, AFD's and other products in use on a particular public improvement either completed or in the course of completion; are available from one source based on the factors set forth above; and that it would work an incongruity and not produce any advantage to competitively bid the procurement/installation of the Trane BAS and accompanying AI predictive diagnostics equipment and services.

**Section 3.** The Board hereby approves the acquisition of the Trane BAS and accompanying AI predictive diagnostics equipment and services as specified herein and as set forth in Exhibit "A".

**Section 4.** The Board hereby delegates authority to the Vice Chancellor, Finance and Facilities or his designee to execute and deliver any and all documents which he may deem necessary or advisable in order to execute this transaction and otherwise carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 5.** This Resolution shall be effective as of the date of its adoption.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the North Orange County Community College District this 28<sup>th</sup> day of January, 2020, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

I, Ryan Bent, President of the Governing Board 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.

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

I, Alba Recinos, Clerk of the Governing Board 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 28th day of January, 2020, 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 North Orange County Community College District Governing Board this 28th day of January, 2020.

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Clerk of Governing Board  
North Orange County Community College District



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** January 28, 2020

**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 have 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 Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

**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

3.c.1

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Recommended by

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Approved for Submittal

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Item No.

## SURPLUS ITEMS

Qty.	Description	Location
2	Cabinets	AC
8	Chairs	AC
1	Fax Machine	AC
2	Printer	AC
5	Shelves	AC
1	Audio Receiver	CC
73	Computer	CC
7	Computer Equipment	CC
176	Computer Monitor	CC
11	DVD Player	CC
3	Fax Machine	CC
7	Laptop Computer	CC
10	Network Equipment	CC
38	Projector	CC
71	Printer	CC
2	Projector Cart	CC
13	Scanner	CC
6	Server	CC
1	Stereo Cassette Deck	CC
1	Typewriter	CC
6	Video Tape Recorder	CC
25	Computer	FC
2	Printer	FC
5	Projector	FC

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

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

**DATE:** January 28, 2020

**SUBJECT:** Budget Adjustments and New Grants/Contracts

**BACKGROUND:** Revised 2019-2020 fiscal year allocations and amendments have been received for various federal- and state-funded programs, and local contracts. Based on these revisions, adjustments are needed to various General Fund revenue and expenditure budgets that were previously approved by the Board.

The General Fund programs requiring an adjustment are:

- Catalyst Grant
- Extended Opportunities Programs and Services (EOPS)
- U-ACRE 3.0 Grant

### Revised Allocation Adjustments

SITE	PROGRAM NAME	TOTAL ADJUSTMENT	SOURCE OF ADJUSTMENT
	<b>GENERAL FUND</b>		
CC	Catalyst Grant	45,000	Year 2 Funding
	EOPS	147,050	Updated Allocation
FC	Catalyst Grant	55,000	Year 2 Funding
	EOPS	56,539	Updated Allocation
	U-ACRE 3.0 Grant	16,500	Year 4 Funding
NOCE	Catalyst Grant	<u>55,000</u>	Year 2 Funding
	<b>TOTAL – BUDGET ADJUSTMENTS</b>	<b><u>375,089</u></b>	

In addition, funding for new grants/contracts have been received for the following programs:

- STEP-UP (Shasta Technical Education Program-Unified Partnership) / Shasta-Tehama-Trinity Joint Community College District in the amount of \$25,000 to provide academic, logistical, and limited financial support for students who have been formerly incarcerated and/or have suffered from alcohol or drug addiction.
- Department of Defense (DoD) California Advanced Supply Chain Analysis and Diversification Effort (CASCADE) – Cybersecurity Internships/Externships in the amount of \$17,500 funded by the U.S. Department of Defense, passed through Solano Community College District, to bolster California's defense supply chain cybersecurity resilience, innovation capacity and diversification strategies, and to support the growth and sustainment of California's cybersecurity workforce through cybersecurity-related education curricula, training and apprenticeship programs.

- Industry Sector Project in Common (ISPIC) Nasdaq Grant in the amount of \$2,500, pass through Solano Community College District, to place student interns and faculty externs at Nasdaq startup companies across the state.

**New Grants/Contract**

<b>SITE</b>	<b>PROGRAM NAME</b>	<b>TOTAL FUNDING</b>	<b>SOURCE OF FUNDING</b>
	<b>GENERAL FUND</b>		
CC	STEP-UP / Shasta-Tehama-Trinity Joint CCD	25,000	New Agreement
FC	DoD CASCADE-Cybersecurity Internships/Externships	17,500	New Agreement
	ISPIC Nasdaq Grant	<u>2,500</u>	New Agreement
<b>TOTAL – NEW GRANTS/CONTRACT</b>		<b><u>45,000</u></b>	

This agenda item was submitted by Ivy Hwee, District Manager, Fiscal Affairs.

**How does this relate to the five District Strategic Directions?** This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities; and 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 agenda item is submitted in accordance with Board Policy 3280, Grants.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Various programs have received revised 2019-2020 allocations and amendments since the adoption of the District Proposed Budget on September 10, 2019 or subsequent adoption of new agreements by the Board. Budget adjustments are being submitted to revise revenue and expenditure budgets totaling \$375,089 accordingly for the 2019-2020 fiscal year. Additionally, \$45,000 in funding has been received for new grants/contracts for use beginning in the current fiscal year.

**RECOMMENDATION:** Authorization is requested to accept new revenue and to make adjustments to the General Fund revenue and expenditure budgets in accordance with the revised and new fiscal year 2019-2020 allocations totaling \$420,089. It is further requested that resolutions be adopted to adjust budgets, to accept new revenue and authorize expenditures within the General Fund pursuant to the California Code of Regulations Title 5, Section 58308. Authorization is further requested for the 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.

Fred Williams

3.d.2

Recommended by

Approved for Submittal

Item No.

**Budget Adjustments and New Grants/Contract (Board Date January 28, 2020)  
July 1, 2019 - June 30, 2020**

Note: A. Budget adjustments for existing grants are being placed in one account for each program. Separate budget transfers will be processed to reallocate the adjustment amount to align with program plans.

B. Budget line item details for new grants/contracts are being provided by campus.

	<u>Campus Fund</u>	<u>Account Title</u>	<u>Fund</u>	<u>Orign</u>	<u>Account</u>	<u>Program</u>	<u>Acty</u>	<u>Locn</u>	<u>Adjustment</u>
	<u>General Fund (0101)</u>								
B.	CC	Catalyst Grant	19367	3390	14200	6430	0010		\$ 11,592.00
B.	CC	Catalyst Grant	19367	3390	23400	6430	0010		\$ 16,848.00
B.	CC	Catalyst Grant	19367	3390	23100	6430	0010		\$ 9,600.00
B.	CC	Catalyst Grant	19367	3390	30000	6430	0010		\$ 3,140.00
B.	CC	Catalyst Grant	19367	3390	52650	6430	0010		\$ 3,820.00
B.	CC	Catalyst Grant	19367	3390	88970	6430	0010		\$ 45,000.00
A.	CC	EOPS	17410	3390	40000	6430	0015		\$ 147,050.00
A.	CC	EOPS	17410	3390	86220	6430	0015		\$ 147,050.00
B.	CC	STEP-UP/Shasta-Tehama-Trinity Joint CCD	12576	3005	51900	6490	2378		\$ 18,612.00
B.	CC	STEP-UP/Shasta-Tehama-Trinity Joint CCD	12576	3005	76400	6490	2379		\$ 5,388.00
B.	CC	STEP-UP/Shasta-Tehama-Trinity Joint CCD	12576	3005	76500	6490	2380		\$ 500.00
B.	CC	STEP-UP/Shasta-Tehama-Trinity Joint CCD	12576	3005	76500	6490	2381		\$ 500.00
B.	CC	STEP-UP/Shasta-Tehama-Trinity Joint CCD	12576	3005	88320	6490			\$ 25,000.00
B.	FC	Catalyst Grant	19367	5965	14200	6310			\$ 21,351.00
B.	FC	Catalyst Grant	19367	5965	23400	6310			\$ 22,880.00
B.	FC	Catalyst Grant	19367	5965	30000	6310			\$ 5,769.00
B.	FC	Catalyst Grant	19367	5965	44110	6310			\$ 5,000.00
B.	FC	Catalyst Grant	19367	5965	88970	6310			\$ 55,000.00
B.	FC	DoD CASCADE-Cybersecurity Internships/Externships	16751	5270	21110	0500			\$ 16,000.00
B.	FC	DoD CASCADE-Cybersecurity Internships/Externships	16751	5270	52415	0500			\$ 1,500.00
B.	FC	DoD CASCADE-Cybersecurity Internships/Externships	16751	5270	81900	0500			\$ 17,500.00
A.	FC	EOPS	17420	6130	44110	6430			\$ 56,539.00
A.	FC	EOPS	17420	6130	86220	6430			\$ 56,539.00
B.	FC	ISPIC Nasdaq Grant	18347	5270	21110	0500			\$ 2,500.00
B.	FC	ISPIC Nasdaq Grant	18347	5270	86900	0500			\$ 2,500.00
A.	FC	U-ACRE 3.0 Grant	16327	5485	50000	6010			\$ 16,500.00
A.	FC	U-ACRE 3.0 Grant	16327	5485	81900	6010			\$ 16,500.00
B.	NOCE	Catalyst Grant	19367	8310	23400	6010			\$ 35,000.00
B.	NOCE	Catalyst Grant	19367	8310	23100	6010			\$ 15,716.00
B.	NOCE	Catalyst Grant	19367	8310	30000	6010			\$ 4,284.00
B.	NOCE	Catalyst Grant	19367	8310	88970	6010			\$ 55,000.00

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

WHEREAS, the Board of Trustees finds there is a need to establish budgets from funding sources within the General Fund (0101), for fiscal year 2019-2020, pursuant to the California Code of Regulations Title 5, Section 58308;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

<u>INCOME ACCOUNT</u>	<u>INCOME SOURCE</u>	<u>AMOUNT</u>
8199	Other Federal Revenues	\$ 34,000
8622	EOPS	203,589
8699	Other State Revenue	2,500
8830	Contract Services	25,000
8890	Other Local Revenue	155,000
	TOTALS	\$ <u>420,089</u>

<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
1400	Noninstructional Salaries	\$ 32,943
2100	Noninstructional Salaries	18,500
2300	Noninstructional Salaries	100,044
3000	Employee Benefits	13,193
4000	Supplies & Materials	208,589
5000	Other Operating Expenses	40,432
7600	Other Student Aid	6,388
	TOTALS	\$ <u>420,089</u>

AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA    )  
  ) SS  
COUNTY OF ORANGE    )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on January 28, 2020, and passed by a \_\_\_\_\_ vote of said Board.

\_\_\_\_\_  
Vice Chancellor, Finance and Facilities

The above transfer approved on the \_\_\_\_\_ day of \_\_\_\_\_.

Al Mijares, Ph.D., County Superintendent of Schools  
by \_\_\_\_\_, Deputy

3.d.4

\_\_\_\_\_  
Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>X</u>
<b>DATE:</b>	January 28, 2020	Resolution	<u>X</u>
		Information	<u>          </u>
<b>SUBJECT:</b>	2019-2020 Budget Transfers: General Fund and Capital Outlay Fund	Enclosure(s)	<u>X</u>

**BACKGROUND:** While all areas attempt to project their expenditures accurately, situations occur which require transfers to be made. Many times an amount is budgeted for a project but the specific areas of expenditures are not determined until a later date. In this case, the funds are then transferred to the specific accounts.

The attached transfers have been requested and only represent those that affect a contingency account, exceed \$10,000 and/or establish new revenue and expense budgets. In each case, a brief explanation is stated. Additional information will be provided upon request. Pursuant to the California Code of Regulations Title 5, §58307, transfers of funds may be made from reserve for contingencies to any expenditure classification or between expenditure classifications at any time by written resolution of the Board of Trustees. In addition, a resolution providing for the transfer from reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the Board of Trustees.

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 Direction #4: The District will implement best practices related to planning including transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

**How does this relate to Board Policy:** This agenda item is submitted in accordance with Board Policy 6250, Budget Management.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Budget transfers will be made to the various funds and accounts, as listed.

**RECOMMENDATION:** Authorization is requested for the 2019-2020 General Fund and Capital Outlay Fund transfers netting to the amount of \$1,352,432 and adoption of the resolution showing the summary, pursuant to the California Code of Regulations, Title 5, §58307.

Fred Williams

Recommended by

Approved for Submittal

3.e.1

Item No.

Budget Transfers  
01-28-2020

**1. 11200: Current Year Funds - CC**

Transfer to cover salaries for hourly clerical staff for Academic Support Center.

From:	2400 Instructional Aides	(14,600)
To:	2300 Noninstructional Salaries	14,600

**2. 17740: Student Equity Program - FC**

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(15,450)
To:	2300 Noninstructional Salaries	11,500
	3900 Benefits	943
	4000 Supplies & Materials	1,707
	6000 Capital Outlay	1,300

**3. 15410: Perkins IV - CC**

Transfer to align budget with approved program plans.

From:	4000 Supplies & Materials	(505,233)
To:	2300 Noninstructional Salaries	247,893
	2400 Instructional Aides	26,300
	3900 Benefits	32,148
	5000 Other Operating Expenses & Services	64,126
	6000 Capital Outlay	134,766

**4. 11100: Prior Year Funds - FC**

Transfer to cover professional expert salaries and benefits, and supplies in support of Distance Education Program.

From:	5000 Other Operating Expenses & Services	(51,874)
To:	2300 Noninstructional Salaries	46,549
	3900 Benefits	4,156
	4000 Supplies & Materials	1,169

**5. 17248: Strong Workforce Initiative - Local - CC**

Transfer to align budget with approved program plans.

From:	2100 Noninstructional Salaries	(60,036)
	3900 Benefits	(24,524)
To:	5000 Other Operating Expenses & Services	84,560

**6. 17740: Student Equity Program - CC**

Transfer to align budget with approved program plans.

From:	4000 Supplies & Materials	(438,000)
To:	1400 Noninstructional Salaries	70,000
	2100 Noninstructional Salaries	118,000
	2200 Instructional Aides	41,250
	2300 Noninstructional Salaries	20,000
	2400 Instructional Aides	50,000
	5000 Other Operating Expenses & Services	138,750



Budget Transfers  
01-28-2020

**7. 18150: Basic Skills - CC**

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(120,000)
To:	2400 Instructional Aides	120,000

**8. 18159: Basic Skills - CC**

Transfer to align budget with approved program plans.

From:	5000 Other Operating Expenses & Services	(85,500)
To:	2300 Noninstructional Salaries	80,000
	2400 Instructional Aides	5,000
	4000 Supplies & Materials	500

**9. 11100: Prior Year Funds - CC**

Transfer to provide budget to various departments for operating needs.

From:	2100 Noninstructional Salaries	(86,040)
	3900 Benefits	(30,311)
	7300 Interfund Transfers Out	(48,877)
To:	5000 Other Operating Expenses & Services	31,500
	6000 Capital Outlay	133,728

**10. 11100: Prior Year Funds - FC**

Transfer to allocate funding for various programs, requested through the campus' one-time funding request process.

From:	5000 Other Operating Expenses & Services	(371,380)
To:	2300 Noninstructional Salaries	24,520
	2400 Instructional Aides	30,000
	4000 Supplies & Materials	63,125
	6000 Capital Outlay	253,735

**11. 11200: Current Year Funds - AC**

Transfer to provide funding for districtwide needs.

From:	5000 Other Operating Expenses & Services	(18,482)
To:	4000 Supplies & Materials	18,482

**12. 4xxxx: Capital Outlay Funds - CC**

Transfer to provide budget for capital outlay project activity.

From:	6000 Capital Outlay	(48,877)
To:	7300 Interfund Transfers Out	48,877

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

WHEREAS, the Board of Trustees finds there is a need to make the budget transfers between the expenditure classifications as listed below, within the General Fund (0101), pursuant to the California Code of Regulations Title 5, §58307;

NOW, THEREFORE, BE IT RESOLVED that the budgets listed below are duly and regularly approved.

<b>FROM</b>			<b>TO</b>	
Budget Classification	Amount		Budget Classification	Amount
2100	\$ 31,461		1400	\$ 70,000
3900	16,871		2200	42,669
4000	866,297		2300	446,022
5000	340,049		2400	216,700
7300	48,877		6000	528,164
<b>TOTAL</b>		<b>\$ 1,303,555</b>		
			<b>TOTAL</b>	
			<b>\$ 1,303,555</b>	

AYES:  
 NOES:  
 ABSENT:

STATE OF CALIFORNIA)  
 ) SS  
 COUNTY OF ORANGE )

I, Fred Williams, Vice Chancellor, Finance and Facilities, of the North Orange County Community College District of Orange County, California, hereby certify that the above is a true excerpt from the minutes of a regular Board meeting held on January 28, 2020, and passed by a \_\_\_\_\_ vote of said Board.

\_\_\_\_\_  
 Vice Chancellor, Finance and Facilities

The above transfer approved on the \_\_\_\_\_ day of \_\_\_\_\_.

Al Mijares, Ph.D., County Superintendent of Schools

by \_\_\_\_\_, Deputy



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** January 28, 2020 Resolution             
Information             
Enclosure(s)             
**SUBJECT:** Deductive Change order #1 – Bid #1819-09, Fullerton College Building 3000 HVAC Equipment Replacement

**BACKGROUND:** The Board awards contracts for various public works projects. Public Contract Code §20659 requires Board approval for a Change Order to a Public Works Bid. The District has reviewed the Deductive Change Order #1 for ACCO Engineered Systems in the amount of \$2,696.00. The deductive change order is the remaining amount for unused allowance. The original contract amount was \$744,580.00. The revised contract amount is \$741,884.00.

This agenda item was submitted by Larry Lara, Fullerton College Director, Physical Plant/Facilities.

**How does this relate to the five District Strategic Directions?** This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

**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 deductive change order totaling \$2,696.00 will not be charged to the Capital Outlay fund.

**RECOMMENDATION:** It is recommended that the Board approve Deductive Change Order #1 for Bid # 1819-09, Fullerton College Building 3000 HVAC Equipment Replacement Project, with ACCO Engineered Systems in the amount of \$2,696.00 reducing the contract from \$744,580.00 to \$741,884.00. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the deductive change order 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 Action  X   
**DATE:** January 28, 2020 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
**SUBJECT:** Fullerton College Donations 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. Greg Schulz, President, Fullerton College.

**How does this relate to the five District Strategic Directions?** This item responds 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 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 Counseling Division, EOPS/CARE Program:**

- \$2,351.10 Check – *Doing Good Works*

**To the Fullerton College Library/Learning Resources and Instructional Support Programs & Services Division:**

- (28) Books and (34) DVDs – *Dani Wilson*
- (7) Calendars, (61) Periodicals, (2) Books, (1) Calculator – *John Ayala*
- 1937 Torch Annuals, 2 copies – *Carol Hann*
- *Ballesteros on My Mind* (1 book) – *Rey E. del la Cruz, Ed.D.*
- (3) Copies of the March 1961 edition of the Fullerton College publication, *Nite Beat*, and several editions of the *Nite Times* newsletter dated 1959-1961 – *Anna Van Loon Kupfrian*
- *Days I Moved Through Ordinary Sounds* (1 book) – *Tamara Trujillo*
- *Photo, Christmas Ornament and several works by Lewis Sorensen* – *Christan Gerola*
- 1929 Torch Annual – *Linda Gorman*
- (5) Books and (1) DVD – *Bob Sherrill*
- (3) Boxes of Miscellaneous Books – *George Tapley*

- *Know My Name (1) Book – Don Mai*
- *(1) 1944 Torch Yearbook and (1) 1946 Torch Yearbook – James T. Lang*

**To the Fullerton College Physical Education Division, Baseball:**

- *\$100 Check – Allen H. Bailes and Maria E. Bailes*
- *\$200 Check - Maria C. Escolano and Enrique Escolano*
- *\$300 Check – Ace Foods, LLC*
- *\$1,000 Check - J&J Holding Company, LLC*
- *\$500 Check – Fullerton South Rotary Charities, Inc.*

**To the Fullerton College Physical Education Division, Dance Team:**

- *\$100 Check – Oscar O. Martinez*
- *\$260 Check - Joseph Martinez and Marney Martinez*
- *\$260 Check - Hector Miguel Lopez and Elisena Maria Ruiz*
- *\$250 Check – Stacey E. Thomas*
- *\$260 Check – Jose Carlos Garcia Leiro and Ruth Helena V.T. De Albuquerque*
- *\$260 Check – Maria Andrea R. Melchor*
- *\$150 Check – Les Samuelson, DDS and Diane White, DDS*
- *\$100 Check – J.L. O'Donnell*

**To the Fullerton College Physical Education Division, Men's Soccer:**

- *\$55 Check – Arturo Robles Navarrette*

**To the Fullerton College Physical Education Division, Softball:**

- *\$40 Check – Celeste Ducharme and Roger Ducharme*

**To the Fullerton College Physical Education Division, Womens' Basketball:**

- *\$75 Check – Mr. and Mrs. Leyva*
- *\$40 Check – Anitza K. Davila*
- *\$250 Check – Envoy Delivery*

**To the Fullerton College Technology and Engineering Division, Automotive Technology Department:**

- *Nitro Fill (E-170) Nitrogen Tire Inflation Unit – Tustin Lexus*

**To the Fullerton College Technology and Engineering Division, Cosmetology:**

- *VHS Tutorials for Cosmetology – Jerry Hansen*

**To the Fullerton College technology and Engineering Division, Fashion:**

- *(1) Serger Overlock Machine & Accessories, (1) Dress Designer Form, (150) Clothing Patterns, (8) Sewing Technique Books, (1) Sewing Machine Stool – Lorrane Nall*

**To the Fullerton College Technology and Engineering Division, Photography:**

- *EOS Rebel XT 350D Digital Camera – Philip Isenhouer*

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action     X      
**DATE:** January 28, 2020 Resolution             
Information             
**SUBJECT:** Cypress College Enclosure(s)             
Language Arts Division – Forensics Team  
Out-of-Country Field Trip

**BACKGROUND:** Per Board Policy 4300, Field Trips and Excursions, the District may conduct field trips or excursions in connection with courses of instruction or instructionally-related, educational, cultural, athletic, or musical activities to and from places in California, or any other state, the District of Columbia, or a foreign country for enrolled students.

The following field trip involves an out-of-country travel request:

- International Forensics Association – Speech Tournament & Cultural Trip to Narita, Japan, March 5 – 14, 2020
- Attendees: Jennifer Page (Coach), Nate Garcia (Student), Andrew Rozak (Student), Isaac Ramnani (Student)

Cypress College’s award-winning Speech and Debate Team has been invited to participate in the International Forensics Association’s 30<sup>th</sup> Annual Tournament in Narita, Japan from March 6-13, 2020. The College would like to take advantage of this opportunity and send three students and their coach.

The three students have served as exemplary Cypress College ambassadors while often out-performing students from more privileged four-year institutions and have also worked hard in fund-raising efforts, including the annual High School Forensics Tournament. The students will benefit from the international travel experience by better understanding how the arguments they make and the speeches they give fit in a more global context.

Travel and tournament expenses include: airfare (4) \$2,340-\$4,540; ground transportation \$90-\$140; lodging (2 rooms x 8 nights) \$2,168; meals \$1,410; tournament fees \$273; and required insurance (4) \$92 and total \$6,373-\$8,623.

This agenda item was submitted by Jennifer Page & Joshua House – Directors of Forensics (Speech & Debate), Cypress College.

**How does this relate to the five District Strategic Directions?** This item responds to Strategic Plan Goal #1: Instructional programs provide the necessary basic skills, training, current and relevant vocational skills, successful transfer preparation, and life-long learning options for our students and community.

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 4300, Field Trips and Excursions and Board Policy 7400, Travel and Conference Attendance.

**FUNDING SOURCE AND FINANCIAL IMPACT:** The travel and tournament expenses estimated to total \$6,373 - \$8,623 will be paid through Cypress College Bursar funds.

**RECOMMENDATION:** Authorization is requested for the out-of-country field trip for Cypress College Speech and Debate Team members Nate Garcia, Andrew Rozak, and Isaac Ramnani, and their coach Jennifer Page to Narita, Japan on March 5 – 14, 2020.

Fred Williams

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Recommended by

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Approved for Submittal

3.h.2

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Item No.



# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action  X   
**DATE:** January 28, 2020 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
Enclosure(s) \_\_\_\_\_  
**SUBJECT:** North Orange Continuing Education  
Enrollment Services

**BACKGROUND:** In an era of a growing economy, lower unemployment rates, and many students exiting the educational pipeline to accept positions with better pay, many colleges have found themselves in a position of declining enrollment. North Orange Continuing Education (NOCE) is seeking a company that would guide the institution to reach new heights and aggressively pursue new benchmarks for adult student enrollment. The research and strategy development project would be to identify barriers in the NOCE's existing systems, processes, and procedures and provide a roadmap for increasing enrollment, preparing students for the college experience, and further strengthening retention, persistence, and student success.

NOCE would like to enter into an enrollment services contract with Collaborative Brain Trust (CBT) in order to research and develop strategies that will ultimately increase enrollment. CBT has worked with several colleges to expand their outreach, develop a more welcoming and streamlined approach to the enrollment process, and increase the recruitment of high school graduates and working adults back into the educational pipeline.

The project shall include:

- Reviewing existing three- and five-year disaggregated student data on enrollment
- Analyzing strengths in NOCE's Adult Basic Education, Adult Secondary Education, English as a Second Language, Career Technical Education, and Community Service courses and develop them into enrollment growth strategies
- Reviewing retention and persistence data to determine enrollment trends
- Analyzing the onboarding processes to identify barriers and potential weak points
- Incorporating person-level modeling and target marketing
- Aligning prospective students with NOCE programs
- Building the pipeline for prospective students to NOCE and NOCCCD colleges

The project will include collaborative meetings, strategy development to build targeted adult student prospects, and the development of an annual recruitment plan including both internal and external communication tactics, as well as a dashboard to show real-time enrollments from the pool of adult learner prospects created throughout the project.

NOCE enrollment services project with CBT is in the amount of \$130,000 for the duration of January 29, 2020 through January 14, 2021.

This agenda item was submitted by Jennifer Perez, Director, Campus Communications, North Orange Continuing Education.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction 4: The District will implement best practices related to planning including transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

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

**FUNDING SOURCE AND FINANCIAL IMPACT:** Funding for this project comes from one-time, carry-over funds.

**RECOMMENDATION:** Authorization is requested to enter into an agreement with Collective Brain Trust in the amount of \$130,000 for services and development of strategies for enrolment services to recruit new adult students for sustaining long-term growth at NOCE. The timeline for the project will be January 29, 2020 through January 14, 2021. Authorization is further requested for the Vice Chancellor, Finance and Facilities, or the District Director of Purchasing, to execute any agreement on behalf of the District.

Fred Williams

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Recommended by

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Approved for Submittal

3.i.2

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Item No.

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	January 28, 2020	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Cypress College Curriculum Matters	Enclosure(s)	<u>    X    </u>

**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: The District will annually improve the rates of completion for degrees, certificates, diplomas, transfers, transfer-readiness requirements, and courses.

**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 Summer 2020 and Fall 2020. 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  

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Recommended by

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Approved for Submittal

4.a.1  

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Item No.

# CYPRESS COLLEGE CURRICULUM

## Board Agenda January 28, 2020

**(DCCC approved December 6, 2019)**

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
AT 254 C T-TEN Brakes/Steering/ Suspension and Chassis Electronics Units:12 Lecture:9 Laboratory: 9	*New Course *Prerequisite: AT 109 C, AT 110 C, AT 260 C *Hybrid *Class fee: \$30 *CSU Transfer	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 2-4.	2020 Fall	T-TEN has been a separate pathway for automotive students for 6 years. It is now evident that the related courses should have designated course numbers, titles and descriptions.
AT 270 C T-TEN Climate Control Systems Units:4 Lecture:3 Laboratory:3	*New Course *Prerequisite: AT 260 C *Class fee: \$25 *Hybrid *CSU Transfer	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2020 Summer	T-TEN has been a separate pathway for automotive students for 6 years. It is now evident that the related courses should have designated course numbers, titles and descriptions.
AT 283 C T-TEN ICE/HV/EV Performance and Diagnosis Units:12 Lecture: 9 Laboratory:9	*New Course *Prerequisite: AT 109 C, AT 260 C *Hybrid *Class fee: \$30 *CSU Transfer	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that provide extensive individualized feedback to develop vocational skills. With extensive involvement with the TTEN advisory committee) the recommendation was follow NATEF standard of 24, which maintains a safe working environment and meeting the TTEN requirement that students work in groups of two.	2020 Fall	T-TEN has been a separate pathway for automotive students for 6 years. It is now evident that the related courses should have designated course numbers, titles and descriptions.

**NEW COURSES**

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COUN 077 C Overcoming Academic Challenges and Completing Goals Units:1 Lecture:1 Laboratory:0	*New Course *Advisory: This course is designed for students who are eligible for services from Disability Support Services (DSS) *Grading Option: Pass/No Pass	20	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. This course is for students with disabilities and the course involves hands-on teaching, so a smaller class size is warranted.	2020 Fall	Executive Function skills are directly related to a student's success. Students with certain diagnoses, such as ADHD, Learning Disabilities, Autism Spectrum Disorder, and Acquired Brain Injury tend to exhibit Executive Dysfunction. Improving Executive Function skills in DSS students will lead to greater success in college.
GEOG 203 C Geospatial Field Techniques Units:1 Lecture:1 Laboratory:0	*New Course *Prerequisite: None *Distance Education *CSU/UC Transfer	25	Most of the time the students are engaged in practicing the skills they are learning and the instructor gives each student individual instruction as the class proceeds.	2020 Fall	This course is much like our Field Geography course, but it does not have a prerequisite. The content that this course would cover would be in field mapping techniques, aerial mapping with drones.
MUSA 113 C Pop-Commercial Music Theory I Units:3 Lecture:3 Laboratory: 0	*New Course *Prerequisite: MUS 101 C *CSU Transfer *UC Transfer	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.	2020 Fall	This class is part of the commercial music program of study
MUSA 114 C Pop-Commercial Musicianship I Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: MUS 101 C *CSU Transfer *UC Transfer	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.	2020 Fall	This course is part of the commercial music program of study
MUSA 125 C Pop-Commercial Drumset Style and Technique I Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: none *Advisory: MUS 152 C *CSU Transfer	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.	2020 Fall	This course is part of the commercial music program of study

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MUSA 147 C Pop-Commercial Vocal Style and Technique I Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: none *Advisory: MUSA 112 C *CSU Transfer	25	Individualized Instruction 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.	2020 Fall	This course is part of the Commercial Music Program of Study
MUSA 152 C Pop-Commercial Brass Style and Technique I Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: none *Advisory: MUS 101 C *CSU Transfer	25	Individualized Instruction 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.	2020 Fall	This course is part of the Commercial Music Program of Study
MUSA 155 C Pop-Commercial Music Ensemble Units: 1 Lecture:0.5 Laboratory: 2.75	*New Course *Prerequisite: Audition *Pass/No Pass/Letter Grade option *CSU Transfer	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.	2020 Fall	This course is part of the Commercial Music Performance Program of Study
MUSA 213 C Pop-Commercial Music Theory II Units: 3 Lecture:3 Laboratory: 0	*New Course *Prerequisite: MUSA 113C *CSU Transfer *UC Transfer	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.	2020 Fall	This course is part of the Commercial Music program of study
MUSA 214 C Pop-Commercial Musicianship II Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: MUSA 114C *CSU Transfer *UC Transfer	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.	2020 Fall	This course is part of the commercial music program of study
MUSA 216 C Pop-Commercial Piano Style and Technique II Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: MUSA 116 C *CSU Transfer	25	Individualized Instruction 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.	2020 Fall	This course is part of the commercial music program of study

**NEW COURSES**

COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MUSA 222 C Pop-Commercial Rhythm Guitar: Chords Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: none *Advisory: MUSA 121 C *CSU Transfer	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.	2020 Fall	This course is part of the commercial music program of study
MUSA 223 C Pop-Commercial Lead Guitar: Scales/Arpeggios Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: MUSA 222 C *CSU Transfer	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.	2020 Fall	This Course is part of the Commercial Music Program of Study
MUSA 225 C Pop-Commercial Drumset Style and Technique II Units:1 Lecture:1 Laboratory:1	*New Course *Prerequisite: MUSA 125 C *CSU Transfer	25	Individualized Instruction 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.	2020 Fall	This course is part of the commercial music program of study
MUSA 247 C Pop-Commercial Vocal Style and Technique II Units:1 Lecture: 1 Laboratory: 1	*New Course *Prerequisite: MUSA 147 C *CSU Transfer	25	Individualized Instruction 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.	2020 Fall	This commercial vocal technique course is part of the new commercial music program of study. It has been created in order to support the completion of Commercial Music Certificates, Degrees and Transfers.
MUSA 252 C Pop-Commercial Brass Style and Technique II Units:1 Lecture:1 Laboratory: 1	*New Course *Prerequisite: MUSA 152 C *CSU Transfer	25	Individualized Instruction 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.	2020 Fall	This course is part of the commercial music program of study

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ANTH 231 C Field Course in Archaeology I Units:3 Lecture: 1 Laboratory: 6	*Outline Update *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.	2020 Fall	Program review Outline, advisory revalidated, catalog, schedule and textbook updated to better reflect course content.
ANTH 232 C Field Course in Archeology II Units: 3 Lecture:1 Laboratory: 6	*Outline Update *Prerequisite revalidated *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.	2020 Fall	Program review Outline, prerequisite revalidated, advisory revalidated, catalog, schedule and textbook updated to better reflect course content.
AT 260 C T-TEN Toyota Electrical Systems Units: 12 Lecture: 9 Laboratory: 9	*Outline Update *Course number and title change from AT 112 C Toyota Electrical Systems *Prerequisite revalidated *Catalog/Schedule Description Update	24	Class size Justification for Automotive Technology courses: 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 student to instructor ratio of 24:1 allows us to maintain a safe working environment by creating collaborative work groups of 4.	2020 Fall	T-TEN has been using a cohort model with a pathway separate from the general auto tech courses for 6 years. The problems created by not having a separate set of courses compared to the auto tech general program has been enormous. Paul Kelley and I have proven that the T-TEN model is working for these students. Having a dedicated set of courses that reflect the curriculum and course outlines that we use will clean up issues that confuse students and also cause consternation for counseling when two different programs share most of the same course numbers. We also aligned the courses so that the course numbers are related to the ASE certification areas for each course (for example, AT 260 TTEN Toyota Electrical Systems prepares students for ASE test A6). Outline, course number, title, prerequisite, catalog and schedule description updated to better reflect course content.
DMS 172 C Sonography Externship Units: 4 Lecture:0 Laboratory: 14	*Outline Update *Units change from 5 to 4 *Prerequisite revalidated *Laboratory hours from 16 to 14 *Catalog/Schedule Description Update *Textbook update	25	The number of students accepted to the DMS program is dependent upon the number of available clinical training sites. Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations.	2020 Fall	Program review Outline, units, prerequisite, catalog, schedule and textbook updated to better reflect course content.
DMS 175 C Abdomen Sonography Units: 4 Lecture: 3.5 Laboratory: 1.5	*Outline Update *Prerequisite revalidated *Lecture hors from 3 to 3.5 *Catalog/Schedule Description Update *Textbooks Update	20	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations. The DMS program can accept a limited number of students in accordance to the number of clinical training sites available.	2020 Fall	Outline, prerequisite, lecture hours, catalog, schedule and textbooks updated to better reflect course content.



REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
DMS 207 C Clinical Education I Units: 8 Lecture: 0 Laboratory: 24	*Outline Update *Prerequisite revalidated *Units from 10 to 8 *Lecture hours from 1 to 0 *Lab hours from 30 to 24 *Catalog/Schedule Description Update *Textbook Update	25	Classes in which the instructor coordinates internship/field practice opportunities and supervises students individually at different locations	2020 Fall	Outline, prerequisite, units, lecture hours, lab hours, catalog, schedule and textbook updated to better reflect course content.
ETHS 153 C Chicana-o and Latina-o Contemporary Issues Units:3 Lecture:3 Laboratory: 0	*Outline Update *Class size change from 45 *Advisory revalidated *TOPS code change *Catalog/Schedule Description Update *Student Learning Outcomes 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.	2020 Fall	Program review Outline, class size, advisory revalidated, TOPS code, catalog, schedule and SLO's updated to better reflect course content. As per a discussion with President Schilling in January 2019, the pedagogical approach for this course warrants lowering the class size to 35.
HS 030 C Calculations for Medications Units: 1 Lecture: 1 Laboratory: 0	*Outline Update *Advisory revalidated *FSA: Remove R50 *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.	2020 Fall	Outline, advisory, FSA, catalog, schedule and textbook updated to better reflect course content.
HS 168 C Patient Care Skills - Open Lab Units: .5-3 Lecture: 0 Laboratory: 1.5-9	*Outline Update *Prerequisite revalidated *Advisory revalidated *Catalog/Schedule Description Update *Textbook Update	200	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. Open to all Health Science Students - open entry / open exit	2020 Fall	Outline, prerequisite, advisory, catalog, schedule and textbook updated to better reflect course content.
HS 268 C Patient Care Skills - Open Lab Units: .5-3 Lecture: 0 Laboratory: 1.5-9	*Outline Update *Prerequisite revalidated *Advisory revalidated *Catalog/Schedule Description Update *Textbook Update	200	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. Open to all Health Science Students Open entry - open exit	2020 Fall	Outline, prerequisite, advisory, catalog, schedule and textbook updated to better reflect course content.
HUSR 240 C Drugs and Alcohol in Our Society Units: 3 Lecture: 3 Laboratory: 0	*Outline Update *Course Classification Code change from I to A *SAM Code change from C to E. *C-ID: PHS 103 designation	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.	2020 Fall	Program review Outline, course classification code and SAM code change updated to better reflect course content. Course content meets general education requirements under Social Science articulation for CSU/IGETC matriculation for NOCCD.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HUSR 270 C Introduction to Victimology Units: 3 Lecture:3 Laboratory:0	*Outline Update *Class size change from 45 *Schedule Description Update *Textbook Update *Student Learning Outcomes 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. The class size will accommodate the highest level of interaction of students as well maximize the opportunity for student population to complete the required course curriculum.	2020 Fall	Program review Outline, class size, schedule description, textbook and SLO's updated to better reflect course content.
HUSR 271 C Society and Victimization Units:3 Lecture:3 Laboratory:0	*Outline Update *Class size change from 45	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. The current class size will assist in the facilitation of student interaction at the highest level, yet expedite the student population through the Human Services Certificate Program requirements.	2020 Fall	Program review Outline and class size updated to better reflect course content.
HUSR 290 C Human Services in Criminal Justice Units:3 Lecture:3 Laboratory:0	*Outline Update *Class size change from 45	35	1.) While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations. 2.) Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2020 Fall	Program review Outline and class size updated to better reflect course content.
HUSR 291 C Counseling in Criminal Justice Units:3 Lecture:3 Laboratory: 0	*Outline Update *Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning. The current class size will facilitate the highest level of interaction for all students , while providing the ability to complete the requirement of the course program.	2020 Fall	Program review Outline and textbook updated to better reflect course content.
HUSR 294 C Careers in Criminal Justice Units:3 Lecture:3 Laboratory: 0	*Outline Update *Class size change from 45	35	1.) Class time focuses on individualized instruction, student presentation time, and/or group learning. 2.) Requires three or more writing assignments using advanced analytical and critical thinking	2020 Fall	Program review Outline and class size updated to better reflect course content.  Re-evaluation of class size as it relates and is most appropriate

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
			skills. 3.) Writing assignments are assessed for critical thinking, conceptual understanding, structure, style, mechanics and for concepts and structure		for course instructional methodologies. The class size will provide the highest level of interaction and yet insure the facilitation of students through the Certificate Program
HUSR 295 C Cross-Cultural Criminology Units: 3 Lecture:3 Laboratory: 0	*Outline Update *Class size change from 45 *Schedule Description Update	35	Re-evaluation of class size as it relates and is most appropriate for course instructional methodologies. The current amount of students is appropriate to complement the interaction and level of instruction needed to facilitate, demonstrate and incorporate participatory learning.	2020 Fall	Program review Outline, class size and schedule description update.
SOC 275 C Marriage and Family Units:3 Lecture:3 Laboratory:0	*Outline Update *Advisory revalidated *Catalog Description Update *Textbook Update *Student Learning Outcomes Update *CSU GE: Area E	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2020 Fall	Program review Outline, advisory revalidated, catalog, textbook and SLO's updated to better reflect course content.

NEW DEGREES/CERTIFICATES																																																																											
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Administration of Justice	<p><b>Administration of Justice Certificate</b></p> <p>Required Core Courses are listed in suggested sequence (12 units):</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>AJ110 C</td> <td>Introduction to Criminal Justice</td> <td>3</td> </tr> <tr> <td>AJ120 C</td> <td>Concepts of Criminal Law</td> <td>3</td> </tr> <tr> <td>AJ140 C</td> <td>Criminal Investigation</td> <td>3</td> </tr> <tr> <td>AJ160 C</td> <td>Community and the Justice System</td> <td>3</td> </tr> </tbody> </table> <p>Select 6-7 units from the list below:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>PSY101 C</td> <td>Introduction to Psychology</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PSY101HC</td> <td>Honors Introduction to Psychology</td> <td>3</td> </tr> <tr> <td>SOC101 C</td> <td>Introduction to Sociology</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC101HC</td> <td>Honors Introduction to Sociology</td> <td>3</td> </tr> <tr> <td>SOC102 C</td> <td>Social Problems</td> <td>3</td> </tr> <tr> <td>MATH120 C</td> <td>Introduction to Probability and Statistics</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PSY161 C</td> <td>Probability and Statistics-Social Sciences</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>PSY161HC</td> <td>Honors Probability and Statistics-Social Sciences</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC161 C</td> <td>Probability and Statistics-Social Sciences</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>SOC161HC</td> <td>Honors Probability and Statistics-Social Sciences</td> <td>4</td> </tr> <tr> <td>CIS111 C</td> <td>Computer Information Systems</td> <td>3</td> </tr> <tr> <td>PHIL170 C</td> <td>Logic and Critical Thinking</td> <td>3</td> </tr> </tbody> </table>			Units	AJ110 C	Introduction to Criminal Justice	3	AJ120 C	Concepts of Criminal Law	3	AJ140 C	Criminal Investigation	3	AJ160 C	Community and the Justice System	3			Units	PSY101 C	Introduction to Psychology	3		or		PSY101HC	Honors Introduction to Psychology	3	SOC101 C	Introduction to Sociology	3		or		SOC101HC	Honors Introduction to Sociology	3	SOC102 C	Social Problems	3	MATH120 C	Introduction to Probability and Statistics	4		or		PSY161 C	Probability and Statistics-Social Sciences	4		or		PSY161HC	Honors Probability and Statistics-Social Sciences	4		or		SOC161 C	Probability and Statistics-Social Sciences	4		or		SOC161HC	Honors Probability and Statistics-Social Sciences	4	CIS111 C	Computer Information Systems	3	PHIL170 C	Logic and Critical Thinking	3	2020 Fall	This certificate supports students' discipline specific incremental progress toward the AJ AST.
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Global Citizenship Studies are much needed in these chaotic times of diminishing biodiversity and ecosystems, continuing social and economic inequities worldwide, climate change, and globalization. Offering this program in north Orange County gives students opportunities to engage actively in highly significant sustainability issues and projects. To earn this certificate, complete the required courses as listed with a minimum grade of "C". At least 50% of all course work must be completed at Cypress College.
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**NEW DEGREES/CERTIFICATES**

DEGREE			EFF DATE	JUSTIFICATION	
	List B: Select minimum 1 course from Career Education list below: (3 units)				
	AJ160 C	Community and the Justice System	3		
	ATC182 C	Cultural Tourism	3		
	EST100 C	Renewable and Sustainable Energy	3		
	HRC265 C	World Culture and Cuisine	3		
	JOUR110 C	Global Media	3		
	KIN280 C	Introduction to Public Health	3		
		or			
	KIN 280HC	Honors Introduction to Public Health	3		
	KIN281 C	Health and Social Justice	3		
		or			
	KIN 281 HC	Honors Health and Social Justice	3		
	KIN285 C	Global and Community Health	3		



**MODIFY DEGREES/CERTIFICATES**

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Diagnostic Medical Sonography	<p><b>Diagnostic Medical Sonography Associate in Science Degree</b></p> <p>SEMESTER I (14 units)</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th align="right">Units</th> </tr> </thead> <tbody> <tr> <td>DMS170 C</td> <td>Sonography Physics</td> <td align="right">3.5</td> </tr> <tr> <td>DMS 175 C</td> <td>Abdomen Sonography</td> <td align="right">4</td> </tr> <tr> <td>DMS 172 C</td> <td>Sonography Externship</td> <td align="right">4</td> </tr> <tr> <td>RADT262 C *</td> <td>Cross-Sectional Imaging</td> <td align="right">1</td> </tr> <tr> <td>HS165 C *</td> <td>Ethical and Legal Issues</td> <td align="right">1.5</td> </tr> </tbody> </table> <p>SEMESTER II (15 Units)</p> <table border="1"> <tbody> <tr> <td>DMS 176 C</td> <td>Pathology and Small Parts</td> <td align="right">3</td> </tr> <tr> <td>DMS 186 C</td> <td>OB/GYN Sonography</td> <td align="right">4</td> </tr> <tr> <td>DMS 207 C</td> <td>Clinical Education I</td> <td align="right">8</td> </tr> </tbody> </table> <p>SUMMER INTERSESSION (8.5 units)</p> <table border="1"> <tbody> <tr> <td>DMS188 C</td> <td>Doppler Techniques</td> <td align="right">1.5</td> </tr> <tr> <td>DMS 217 C</td> <td>Clinical Education II</td> <td align="right">7</td> </tr> </tbody> </table> <p>SEMESTER III (15 units)</p> <table border="1"> <tbody> <tr> <td>DMS 227 C</td> <td>Clinical Training III</td> <td align="right">11</td> </tr> <tr> <td>DMS 195 C</td> <td>Carotid &amp; Arterial Sonography</td> <td align="right">4</td> </tr> </tbody> </table> <p>SEMESTER IV (13.5 units)</p> <table border="1"> <tbody> <tr> <td>DMS210 C</td> <td>Review Seminar</td> <td align="right">2.5</td> </tr> <tr> <td>DMS237 C</td> <td>Clinical Education IV</td> <td align="right">11</td> </tr> <tr> <td colspan="2">Total Units</td> <td align="right">66</td> </tr> </tbody> </table>			Units	DMS170 C	Sonography Physics	3.5	DMS 175 C	Abdomen Sonography	4	DMS 172 C	Sonography Externship	4	RADT262 C *	Cross-Sectional Imaging	1	HS165 C *	Ethical and Legal Issues	1.5	DMS 176 C	Pathology and Small Parts	3	DMS 186 C	OB/GYN Sonography	4	DMS 207 C	Clinical Education I	8	DMS188 C	Doppler Techniques	1.5	DMS 217 C	Clinical Education II	7	DMS 227 C	Clinical Training III	11	DMS 195 C	Carotid & Arterial Sonography	4	DMS210 C	Review Seminar	2.5	DMS237 C	Clinical Education IV	11	Total Units		66	2020 Fall	Total units from 69 to 66  <b>Revise:</b> DMS 207 C from 10 to 8 units. DMS 172 C from 5 to 4 units.
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Multimedia	<p><b>Multimedia Advertising Certificate</b></p> <p>Required courses are listed in suggested sequence (18 units):</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>MM100 C</td> <td>Introduction to Electronic Media</td> <td>3</td> </tr> <tr> <td>JOUR130 C</td> <td>Visual Communication</td> <td>3</td> </tr> <tr> <td>PHOT101 C</td> <td>Introduction to Photography</td> <td>3</td> </tr> <tr> <td>MKT103 C</td> <td>Principles of Advertising</td> <td>3</td> </tr> <tr> <td>MKT222 C</td> <td>Principles of Marketing</td> <td>3</td> </tr> <tr> <td>CIS179 C</td> <td>Web Page Development</td> <td>3</td> </tr> <tr> <td colspan="2">Total Units</td> <td>18</td> </tr> </tbody> </table>			Units	MM100 C	Introduction to Electronic Media	3	JOUR130 C	Visual Communication	3	PHOT101 C	Introduction to Photography	3	MKT103 C	Principles of Advertising	3	MKT222 C	Principles of Marketing	3	CIS179 C	Web Page Development	3	Total Units		18	2020 Fall	Remove deactivated course CIS 115 C.  Total units from 17 to 18
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DELETE DEGREES/CERTIFICATES																											
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Computer Information Systems	<p><b>Advanced Networking Certificate</b></p> <p>Take 4 of the following courses:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>CIS202 C</td> <td>VMware vSphere Virtualization Networking</td> <td>3</td> </tr> <tr> <td>CIS239 C</td> <td>CCNA Bootcamp</td> <td>3</td> </tr> <tr> <td>CIS240 C</td> <td>Wireless Networking Technology</td> <td>3</td> </tr> <tr> <td>CIS248 C</td> <td>Voice Over IP</td> <td>3</td> </tr> <tr> <td>CIS257 C</td> <td>Storage Management and Cloud Computing</td> <td>3</td> </tr> <tr> <td>CIS258 C</td> <td>CCNA Security</td> <td>3</td> </tr> <tr> <td colspan="2">Total Units</td> <td>12</td> </tr> </tbody> </table>			Units	CIS202 C	VMware vSphere Virtualization Networking	3	CIS239 C	CCNA Bootcamp	3	CIS240 C	Wireless Networking Technology	3	CIS248 C	Voice Over IP	3	CIS257 C	Storage Management and Cloud Computing	3	CIS258 C	CCNA Security	3	Total Units		12	2020 Fall	Program is deactivated
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# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	X
		Resolution	_____
<b>DATE:</b>	January 28, 2020	Information	_____
		Enclosure(s)	X
<b>SUBJECT:</b>	Amendment of Fullerton College NOCCCD PYLUSD CCAP Dual Enrollment Partnership Agreement 2018-2021		

**BACKGROUND:** At its August 14, 2018 meeting, the NOCCCD Board of Trustees approved the NOCCCD PYLUSD CCAP Dual Enrollment Partnership Agreement 2018-2021.

As of January 28, 2020, the CCAP agreement between NOCCCD - Fullerton College and PYLUSD will be amended by the addition of one educational program: ETHS 171 F “Asian Pacific American History” at Valencia High School. This amendment was created in response to a request received from PYLUSD regarding expanding course offerings. This change is limited to the addition of one educational program listed, the entire remainder of the original agreement remains in full force.

This agenda item was prepared by Dr. José Ramón Núñez, Vice President of Instruction at Fullerton College.

**How does this relate to the five District Strategic Directions?** This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

**How does this relate to Board Policy:** This item is submitted in accordance with Board Policy 3250: Institutional Planning

**FUNDING SOURCE AND FINANCIAL IMPACT:** AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided that attendance requirements for high schools are met; therefore, this has the potential to not only increase student access but also generate more funding for NOCCCD.

**RECOMMENDATION:** It is recommended that the Board ratify the Amendment of the NOCCCD PYLUSD CCAP Dual Enrollment Partnership Agreement 2018-2021.

\_\_\_\_\_  
Cherry Li-Bugg  
Recommended by

\_\_\_\_\_  
Approved for Submittal

\_\_\_\_\_  
4.b.1  
Item No.

**AMENDMENT TO  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
COLLEGE AND CAREER ACCESS PATHWAYS  
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT  
2018-2021**

As of January 28, 2020, the agreement entitled “College and Career Access Pathways Partnership Agreement (CCAP Agreement)” between Fullerton College (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD) and Placentia-Yorba Linda Unified School District (“SCHOOL DISTRICT”) will be amended by adding one educational program (ADDENDUM A).

This change is only the addition of one educational program; the entire remainder of the original agreement remains in full force.

This Amendment may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on January 28, 2020

By: \_\_\_\_\_  
Placentia-Yorba Linda Unified School District  
Mr. David Giordano  
Assistant Superintendent, Business Services

By: \_\_\_\_\_  
Fullerton College  
José Ramón Núñez, Ph.D.  
Vice President, Instruction

By: \_\_\_\_\_  
North Orange County Community College District  
Cherry Li-Bugg, Ph.D.  
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meeting: *January 28, 2020*  
School District Board Meeting: *January 14, 2020*

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*Note: All referenced Sections from AB 288 (Education Code 76004)*

**ADDENDUM A**

- 1. CCAP AGREEMENT PROGRAM YEAR** – college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor; and employer of record.

**PROGRAM YEAR: 2019-2020**

**COLLEGE: Fullerton College**

**EDUCATIONAL PROGRAMS: Ethnic Studies**

**SCHOOL DISTRICT: Placentia-Yorba Linda Unified School District**

**HIGH SCHOOLS: Valencia**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 30 students				TOTAL PROJECTED FTES: 3 FTES			
COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
1. Asian Pacific American History	ETHS 171 F	Spring 2020	3:15 – 5:05	M/W	Patricia Gomez	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Valencia HS

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

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*Note: All referenced Sections from AB 288 (Education Code 76004)*

The courses have been offered previously to college bound high school students to support a successful transition into college level coursework and improve matriculation.

2. **BOOKS AND INSTRUCTIONAL MATERIALS** - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Asian Pacific American History	Asian American Studies Now: A Critical Reader (Shen Wu and Chen)	Estimate \$39.08		

*Note: All referenced Sections from AB 288 (Education Code 76004)*

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** January 28, 2020 Resolution \_\_\_\_\_  
**SUBJECT:** Academic Personnel Information \_\_\_\_\_  
Enclosure(s) X

**BACKGROUND:** Academic personnel matters within budget.

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

**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 28, 2020

RETIREMENT

Carroll, Constance                      FC            Physical Education Instructor  
Eff. 01/23/2020  
PN FCF959

NEW PERSONNEL

Johannsen, Jonathan                    CC            Computer Science Instructor  
First Year Probationary Contract  
Class B, Step 1  
Eff. 01/23/2020  
PN CCF701

TEMPORARY REASSIGNMENT

Adakai, Ericka                            FC            Executive Assistant II  
  
To:            Interim Director, Educational Partnerships  
and Programs  
Range 20, Step A  
Management Salary Schedule  
Eff. 01/29/2020-06/30/2020

TEMPORARY CONTRACT

Rafferty, Jennifer                        CC            Dental Hygiene Instructor  
Temporary Contract (100%)  
Pursuant to E.C. 87482  
Class B, Step 1  
Eff. 01/23/2020-05/23/2020

CHANGE IN SALARY CLASSIFICATION

Armstead, LaRon                        CC            Counselor  
From:    Class B, Step 1  
To:        Class B, Step 9  
Eff.        11/13/2019  
  
Nishihira, Linda                         FC            Cosmetology Instructor (ADJ)  
From:    Column 1, Step 1  
To:        Column 2, Step 1  
Eff.        09/24/2019

STIPEND FOR ADDITIONAL ADMINISTRATIVE DUTIES

Abab, Marjaneh	NOCE	Director, Basic Skills 6% Stipend Eff. 01/01/2020-06/30/2020
Phelps, Celeste	CC	Director, Disabled Student Programs and Services 5% Stipend Eff. 01/01/2020-06/30/2020

PAYMENT FOR INDEPENDENT LEARNING CONTRACTS FALL 2019

Afra, Maha	CC	\$15.00
Anguelov, Katalin	CC	\$15.00
Assef, Celia	FC	\$20.00
Badal, Gloria	CC	\$10.00
Berger, Margaret	FC	\$10.00
Bouza, Laura	FC	\$20.00
Chiaromonte, Thomas	FC	\$80.00
Daniel, William	FC	\$40.00
Eisner, Douglas	FC	\$30.00
Goldstein, Jay	FC	\$30.00
Guardado, Cynthia	FC	\$40.00
Kirby, Brendon	FC	\$20.00
Markely, Karen	FC	\$10.00
Maxwell, Jordan	FC	\$10.00
McGrew, Patrick	FC	\$20.00
McMillan, Marcus	CC	\$40.00
Mosqueda-Ponce, Therese	CC	\$50.00
Oppenheim, Noriko	FC	\$30.00
Owen Driggs, Janet	CC	\$ 5.00
Pinkham, Bill	CC	\$75.00
Ramos, Jaime	CC	\$25.00
Schulps, Molly	CC	\$25.00

LEAVES OF ABSENCE

Covey, Kendyl	CC	English Instructor Load Banking Leave With Pay (46.67%) Eff. 2020 Spring Semester
Goldstein, Jay	FC	Communications Instructor Load Banking Leave With Pay (13.33%) Eff. 2020 Spring Semester

Academic Personnel  
January 28, 2020

Graves, Gary	FC	Business Management Instructor Load Banking Leave With Pay (80.00%) Eff. 2020 Spring Semester
Hanson, Bruce	FC	Philosophy Instructor Load Banking Leave With Pay (30.00%) Eff. 2020 Spring Semester
Lee, Scott	FC	Counselor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 11/18/2019-12/01/2019
Miranda, Jose	FC	Automotive Instructor Load Banking Leave With Pay (33.34%) Eff. 2020 Spring Semester
Palomares, Eva	CC	Counselor, EOPS Family Medical Leave (FMLA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/18/2020-04/06/2020
Puma, Jessica	CC	Foreign Language Instructor Load Banking Leave With Pay (100%) Eff. 2020 Spring Semester
Rodriguez, Jeanette	FC	Speech Instructor AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 04/13/2020-05/23/2020
Rosenberg, Stuart	CC	English Instructor Load Banking Leave With Pay (20.00%) Eff. 2020 Spring Semester
Stanton, Gretchen	FC	Chemistry Instructor AB 2393 Parental Leave (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 02/23/2020-05/23/2020



Academic Personnel  
January 28, 2020

Vescial, Keith	CC	Reading Instructor Load Banking Leave With Pay (20.00%) Eff. 2020 Spring Semester
Ward, Amy	CC	Mathematics Instructor Load Banking Leave With Pay (66.66%) Eff. 2020 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2020 SPRING SEMESTER,  
WINTER/SPRING TRIMESTER

Alvarez, Cristina	NOCE	Column 2, Step 1
Bloom, Danielle	NOCE	Column 1, Step 1
Bjorndal, Silje	FC	Column 1, Step 1
Burch, Kimberly	CC	Column 1, Step 1
Calabretta, Nina	FC	Column 1, Step 1
Calleja-Macias, Itzel	FC	Column 3, Step 1
Carver, James	CC	Column 1, Step 1
ChristianScher, Sarah	FC	Column 1, Step 1
Creanga, Emilia	FC	Column 1, Step 1
Croft, Glenn	FC	Column 2, Step 1
Curilli, Christelle	FC	Column 1, Step 1
Da Fonseca, Clarice	NOCE	Column 2, Step 1
Davila, Leslie	CC	Column 3, Step 1
Donley, David	FC	Column 3, Step 1
Fiallo, Carolina	FC	Column 1, Step 1
Fraser, Cara	FC	Column 2, Step 1
Gomez, Tanya	FC	Column 1, Step 1
Gray, Charles	CC	Column 1, Step 1
Grisetti, Joshua	FC	Column 1, Step 1
Groves, Christy	CC	Column 1, Step 1
Gutierrez, Kelsey	FC	Column 1, Step 1
Heinze, Maria	CC	Column 1, Step 1
Higley, Joy	CC	Column 1, Step 1
Huerta, Robert	CC	Column 1, Step 1
Jenkins, Terry	FC	Column 1, Step 1
Jones, Erin	FC	Column 3, Step 1
Kanakis, Jennifer	CC	Column 1, Step 1
Kerr, William	FC	Column 1, Step 1
Kim, Caroline	NOCE	Column 2, Step 1
Kim, Kendrick	FC	Column 2, Step 1
Knight, John	FC	Column 3, Step 1
Langner, Gregory	CC	Column 3, Step 1
Ledezma, Eva	FC	Column 1, Step 1
Lincoln, James	CC	Column 1, Step 1
Little, Susan	FC	Column 1, Step 1

Academic Personnel  
January 28, 2020

Luna, Jose	NOCE	Column 2, Step 1
Maldonado, Gabrielle	CC	Column 1, Step 1
Martinez, Matthew	FC	Column 1, Step 1
Medina, Ashlyn	FC	Column 1, Step 1
Mutz, Tracy	FC	Column 2, Step 1
Naraghi, Nazanin	FC	Column 1, Step 1
Nguyen, Allyn	FC	Column 1, Step 1
Nguyen, Samuel	CC	Column 1, Step 1
Perian, Maral	FC	Column 1, Step 1
Pham, Anthony	CC	Column 1, Step 1
Phan, Thuyen-Quyen	CC	Column 1, Step 1
Salesky, Todd	FC	Column 2, Step 1
Santo, Mark	NOCE	Column 2, Step 1
Sevilla, Alejandro	CC	Column 1, Step 1
Stahl-Kovell, Daniel	FC	Column 1, Step 1
Uchlik, Aleksandra	FC	Column 1, Step 1
Vandever, Nicole	FC	Column 1, Step 1
Vincent, Joshua	FC	Column 1, Step 1
Watnik, Wyeth	FC	Column 1, Step 1
Wertman, Sabrina	CC	Column 1, Step 1
Yang, Allise	FC	Column 1, Step 1
Zaitoun, Basel	FC	Column 3, Step 1
Zhang, Jingwen	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Flores, Jose	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Allen, Cindy	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Bonakdar, Mehrdad	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Byars, Christopher	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Bystry, Phil	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020

Academic Personnel  
January 28, 2020

Carson, Gerald	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Cavazzi, Bentley	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Chang, Kin	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Christianscher, Sarah	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Chung, Kevin	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Clarke, Edward	FC	Counseling Mandatory Training Stipend not to exceed \$200.00 Eff. 01/16/2020
Costello, Jeanne	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 10 hours Eff. 12/19/2019-01/14/2020
Cuevas, Brian	FC	Counseling Mandatory Training Stipend not to exceed \$200.00 Eff. 01/16/2020
Davis, Melanie	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Dejong, Michael	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Dieckhoff, Marie	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020

Academic Personnel  
January 28, 2020

Disner, Evy	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Edgington, Teresa	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Espinoza, Maria	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Ford, Julie	CC	Supervising Dentist (DH Program) Column 3, Step 3 Lab Rate, Adjunct Faculty Salary Schedule Eff. Fall 2019 Semester
Forni, Jessica	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Freeman, Tom	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Gavitt, Ericka	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Gomez, Bruce	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Green, George	CC	Supervising Dentist (DH Program) Column 3, Step 4 Lab Rate, Adjunct Faculty Salary Schedule Eff. Fall 2019 Semester
Gutaskus, Mary	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Harris, Lee	CC	Supervising Dentist (DH Program) Column 3, Step 3 Lab Rate, Adjunct Faculty Salary Schedule Eff. Fall 2019 Semester

Academic Personnel  
January 28, 2020

Hoang, Thanh	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Jackson, Julia	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Johnson, Jacqueline	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Jones, Erin	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Keller, Justin	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Kepler, Marc	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Koh, Myung	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Lee, Eugene	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Macias, Valentin	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class E Not to exceed 1.5 hours Eff. 01/13/2020

Academic Personnel  
January 28, 2020

Maldonado, Marcela	FC	Counseling Mandatory Training Stipend not to exceed \$200.00 Eff. 01/16/2020  Myers Briggs Type Indicator Training Stipend not to exceed \$150.00 Eff. 01/09/2020
Matsumiya, Teresa	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Mccabe, Patricia	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
McMath-Akers, Lisa	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Middleton, Donna	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Mofid, Kevin	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Monroe, Kelly	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Montero, Vanessa	FC	Counseling Mandatory Training Stipend not to exceed \$200.00 Eff. 01/16/2020
Murphy, Tara	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Myers, Victoria	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020

Academic Personnel  
January 28, 2020

Natividad, Beverly	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Ng, Michael	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Nguyen, Allyn	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Nia, Halleh	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Obrite, Patricia	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Olivos, Tamara	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Pallan, Maria	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Peters, Ashley	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Priest, Michelle	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Pringle, Kristen	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Rezai, Maryam	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020

Academic Personnel  
January 28, 2020

Richards, Heather	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Rosen, Lugene	FC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Salary Schedule Class E Not to exceed 1.5 hours Eff. 01/13/2020
Semichy, Joslyn	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Sersea, Ioan	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Sharar, Erica	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Shiba, Lisa	FC	Humanities Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/16/2020
Smith, Susan	CC	Nursing Coordinator/Assistant Nursing Director Column 1 Lecture Rate, Overload Teaching Hourly Salary Schedule Eff. 12/17/2019-01/22/2020
Smith Norman, Ravipan	CC	Supervising Dentist (DH Program) Column 3, Step 2 Lab Rate, Adjunct Faculty Salary Schedule Eff. Fall 2019 Semester
Solorzano Uribe, Alejandra	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020



Academic Personnel  
January 28, 2020

Terrazas, Cassandra	FC	Counseling Mandatory Training Stipend not to exceed \$200.00 Eff. 01/16/2020  Myers Briggs Type Indicator Training Stipend not to exceed \$150.00 Eff. 01/09/2020
Tommerup, Megan	FC	Biology Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/14/2020
Tress, Marguerite	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Trinh, Hung	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020
Vanegas, Yasmin	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Vega, Angelica	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Welch Wheatley, Janine	CC	Supervising Dentist (DH Program) Column 3, Step 4 Lab Rate, Adjunct Faculty Salary Schedule Eff. Fall 2019 Semester
Worthington, Aida	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Zabayle, Zachary	NOCE	Off-site ESL Instructor Laptop Training Stipend not to exceed \$75.00 Eff. 01/24/2020
Zeller, Mike	FC	Math Adjunct Support Workshop Stipend not to exceed \$100.00 Eff. 01/22/2020-01/23/2020

Academic Personnel  
January 28, 2020

Zuluaga, Lorraine

NOCE Off-site ESL Instructor Laptop Training  
Stipend not to exceed \$75.00  
Eff. 01/24/2020

ACADEMIC MANAGEMENT JOB DESCRIPTION, (REVISED)

From: Director, Basic Skills and Support Programs  
To: Director, Academic Support Programs

From: Director, Academic Support Programs and Services  
To: Manager, Tutoring Programs

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Director, Academic Support Programs	Range: 24 (AC)	Management Schedule
Date Revised:		Date Approved:	

### PRIMARY PURPOSE

Under the direction of the Dean of Library/Learning Resources, Instructional Support Programs and Services Division, provide comprehensive administrative direction, coordination, and support for academic support programs.

### ESSENTIAL FUNCTIONS

*Examples of essential functions are interpreted as being descriptive and not restrictive in nature.*

1.	Provide strategic leadership, coordination and support for academic support programs and services, including the Skills Center, Writing Center, and Tutoring Center, as well as embedded tutoring and other special support programs, in collaboration with faculty and staff, and under the direction of the Dean of Library/Learning Resources, Instructional Support Programs and Services Division.
2.	Develop new and innovative programs for the purpose of promoting student success, retention and persistence.
3.	Communicate and coordinate academic support efforts among instructional areas, student services, staff development, the research office, and other relevant areas.
4.	Provide administrative and technical support for campus academic support projects for faculty and staff involved in these activities.
5.	Monitor and fulfill academic program reporting requirements including the preparation of action plans, expenditure plans/reports, and program review.
6.	Monitor the overall Academic Support Center budget as well as the budgets of each individual program and activity.
7.	Work with campus research office to assess and report on academic support program activities.
8.	Promote program activities among campus constituents, community partners, and/or professional conferences as needed.
9.	Communicate and collaborate with district, community, and statewide entities including local high schools, local colleges and universities, and the State Chancellor's office.
10.	Train, supervise, evaluate and direct the work of personnel as assigned; participate in selection and hiring processes; develop, implement and monitor work plans to achieve assigned goals and objectives; participate in developing, implementing and evaluating work programs, plans, processes, systems and procedures to achieve department and district goals, objectives and performance measures consistent with the District's quality and service expectations.
11.	Coordinate appropriate training and staff development activities.
12.	Organize, attend, or chair a variety of meetings as required; serve on committees and special projects as assigned; coordinate program operations and activities with other campus programs and services, as appropriate; attend regional and statewide meetings and conferences.
13.	Learn and apply emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized, and timely manner.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
JOB DESCRIPTION**

14.	Provide leadership in District/College efforts to increase the diversity of faculty and staff, to address student achievement gaps, and in the creation of a welcoming and inclusive work and educational environment.
15.	Assist and promote the growth and success of a diverse population of students and employees through the development of interculturally competent and equity minded management and leadership abilities. The ideal candidate should have experience in this area with African Americans, Latinx, Native Americans, Pacific Islanders and other disproportionately impacted students and employees
16.	Perform related duties as assigned.

**OTHER FUNCTIONS**

In addition to the essential functions, the Director, Academic Support Programs may participate in the development and administration of supplemental grants related to assigned programs.

**WORKING RELATIONSHIPS**

The Director, Academic Support Programs maintains frequent contact with students, representatives and service providers from the community and governmental agencies, and various college and District staff.

**EDUCATION AND EXPERIENCE**

**Required Qualifications**

Master's degree from a regionally accredited institution.

One year of relevant training, internship, leadership, or management experience or the equivalent. Equivalent must include, at a minimum, education, training, and/or professional experience that would be equal to the required graduate degree and administrative experience requirements.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

**Desirable Qualifications**

Master's degree in Education or in a discipline being tutored (e.g., reading, writing, mathematics, and English as a Second Language).

Experience teaching or working with community college students.

Experience working with instructional student support programs.

Knowledge of current trends, technologies and initiatives related to student success.

Experience managing multiple budgets.

Demonstrated commitment and sensitivity to diversity.

Experience in shared governance in an educational setting.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
JOB DESCRIPTION**

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High level of critical thinking, problem solving and analytical skills.

High professional standards and strong interpersonal skills.

Effective oral and written communication skills.

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of a shared governance model  
Knowledge of District organization, operations, policies and objectives  
Knowledge of federal and state laws and regulations applicable to Basic Skills programs  
Knowledge of applicable state education code and Title 5 provisions  
Knowledge of research project policies, procedures and practices, including data collection and analysis  
Knowledge of principles and practices of training and supervision  
Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary  
Knowledge of budget preparation and maintenance  
Knowledge of current trends, technologies and initiatives related to student success  
Ability to interpret, apply and explain rules, regulations, policies and procedures  
Ability to analyze situations accurately and adopt an effective course of action  
Ability to plan, organize and prioritize work  
Ability to meet schedules and time lines  
Ability to work independently with little direction  
Ability to understand and follow oral and written directions  
Ability to communicate efficiently both orally and in writing  
Ability to supervise, train and provide work direction to others  
Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

May require a valid California Driver's License

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**WORKING CONDITIONS**

Office environment; subject to constant interruptions and frequent interaction with others; operation of a computer keyboard; travel to various locations; sitting or standing for extended periods of time (up to 2-3 hours); read a variety of printed materials and information on a computer screen for extended periods of time; ability to lift, carry and/or move objects weighing up to 10 pounds unassisted.

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## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

Job Title:	Manager, Tutoring Programs	Range: 18 (AC)	Management Schedule
Date Revised:	-----	Date Approved:	

### PRIMARY PURPOSE

Under the direction of the Director, Academic Support Programs or designee, provide comprehensive administrative management, coordination, and support for tutoring and special academic support programs within the LLRISPS division.

### ESSENTIAL FUNCTIONS

*Examples of essential functions are interpreted as being descriptive and not restrictive in nature.*

1.	Provide strategic leadership, coordination, and support for applicable tutoring program activities as well as related special support programs in collaboration with applicable faculty and staff and under the direction of the Director, Academic Support Programs.
2.	Communicate and coordinate tutoring program efforts among relevant campus constituents, instructional areas, student services, staff development, research office, and other areas.
3.	Provide administrative and technical support for faculty and staff involved in tutoring activities.
4.	Complete reporting requirements including Program Review, Strategic Plans, and others as assigned.
5.	Monitor and control budget expenditures; prepare and maintain detailed and comprehensive reports, records and files regarding programs, operations, and activities.
6.	Work with the campus research office to assess and report on tutoring and other support program activities.
7.	Promote tutoring program and special support program activities among campus constituents, community partners, and/or professional conferences as needed.
8.	Maintain current knowledge of instructional methods and new technologies pertinent to assigned programs; learn and apply emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized and timely manner.
9.	Train, supervise, evaluate and direct the work of employees as assigned; participate in selection and hiring processes; develop, implement and monitor work plans to achieve assigned goals and objectives; participate in developing, implementing and evaluating work programs, plans, processes, systems and procedures to achieve department and district goals, objectives and performance measures consistent with the District's quality and service expectations.
10.	Plan, organize and arrange appropriate training and staff development activities; provide orientation for new employees.
11.	Organize, attend, or chair a variety of meetings as required; serve on committees and special projects as assigned; coordinate program operations and activities with other campus programs and services, as appropriate.
12.	Learn and apply emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized, and timely manner.

<b>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</b>
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13.	Provide leadership in District/College efforts to increase the diversity of faculty and staff, to address student achievement gaps, and in the creation of a welcoming and inclusive work and educational environment.
14.	Assist and promote the growth and success of a diverse population of students and employees through the development of interculturally competent and equity minded management and leadership abilities. The ideal candidate should have experience in this area with African Americans, Latinx, Native Americans, Pacific Islanders and other disproportionately impacted students and employees
15.	Perform related duties as assigned.

**OTHER FUNCTIONS**

None

**WORKING RELATIONSHIPS**

The Manager, Tutoring Programs, maintains frequent contact with students and various college and District staff.

**EDUCATION AND EXPERIENCE**

**Required Qualifications**

Master's degree from a regionally accredited institution.

One year of formal training, internship, or leadership experience reasonably related to the assignment.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

**Desirable Qualifications**

Experience teaching or working with a diverse community college student body.

Experience coordinating embedded tutoring or other similar instructional student support programs.

Experience working in a post-secondary environment, preferably at a community college.

Experience in managing budgets and grants.

Experience in shared governance in an educational setting.

High level of critical thinking, problem solving and analytical skills.

High professional standards and strong interpersonal skills.

Effective oral and written communication skills.

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of District organization, operations, policies and objectives

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
JOB DESCRIPTION**

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Knowledge of federal and state laws and regulations applicable to tutoring programs  
Knowledge of applicable state education code and Title 5 provisions  
Knowledge of research project policies, procedures and practices, including data collection and analysis  
Knowledge of a shared governance model  
Knowledge of principles and practices of training and supervision  
Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary  
Knowledge of budget preparation and maintenance  
Knowledge of current trends, technologies and initiatives related to student success  
Ability to interpret, apply and explain rules, regulations, policies and procedures  
Ability to analyze situations accurately and adopt an effective course of action  
Ability to plan, organize and prioritize work  
Ability to meet schedules and time lines  
Ability to work independently with little direction  
Ability to understand and follow oral and written directions  
Ability to communicate efficiently both orally and in writing  
Ability to supervise, train and provide work direction to others  
Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

None

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**WORKING CONDITIONS**

Office environment; subject to constant interruptions and frequent interaction with others; sitting or standing for long periods at a time (up to 2-3 hours); requires some off-site duties and activities.

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**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** January 28, 2020 Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
**SUBJECT:** Classified Personnel Enclosure(s) X

**BACKGROUND:** Classified personnel matters within budget.

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

**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 28, 2020

CHANGE TO RETIREMENT DATE

Dykstra, Philip	CC	Director, Institutional Research and Planning 12-month position (100%) Eff. 01/07/2020 PN CCM963
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RETIREMENT

Jimenez, Victor	CC	Facilities Custodian I 12-month position (100%) Eff. 12/20/2019 PN CCC782
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RESIGNATION

Martinez-Kepford, Rosemary	FC	Financial Aid Technician 12-month position (100%) Eff. 01/07/2020 PN FCC973
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Stowers, Deon	CC	Facilities Custodian Coordinator II 12-month position (100%) Eff. 01/01/2020 PN CCC979
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Whitaker, Briana	FC	Administrative Assistant I 10-month position (100%) Eff. 12/02/2019 PN FCC934
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NEW PERSONNEL

Baldovino, Corazon	AC	Manager, District Facilities Planning, Maintenance and Construction Contracts 12- Month position (100%) Range 18, Column G Management Salary Schedule Eff. 01/29/2020 PN DEM997
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Classified Personnel  
January 28, 2020

Correa, Krystal	FC	Financial Aid Technician 12-month position (100%) Range 36, Step D Classified Salary Schedule Eff. 02/01/2020 PN FCC973
Dominguez, Ernesto	CC	Administrative Assistant II 11-month position (100%) Range 36, Step C Classified Salary Schedule Eff. 01/21/2020 PN CCC793
Douglass, Julie	FC	Instructional Assistant, Academic Support Center 10-month position (100%) Range 36, Step D + 5% Shift Classified Salary Schedule Eff. 01/29/2020 PN FCC836
Franchino, Brett	CC	Sports Information/Marketing Representative II 12-month position (100%) Range 38, Step A Classified Salary Schedule Eff. 01/16/2020 PN CCC902
King, Lisa	AC	District Director, Grants 12-month position (100%) Range 21, Column E Management Salary Schedule Eff. 02/04/2020 PN DEM974
Lopez, Cindy	CC	Library Assistant II 12-month position (100%) Range 36, Step E Classified Salary Schedule Eff. 01/23/2020 PN CCC880

Classified Personnel  
January 28, 2020

Sardan, Angela                      CC                      Career Center Coordinator II  
12-month position (100%)  
Range 45, Step B  
Classified Salary Schedule  
Eff. 02/18/2020  
PN CCC980

Tran, Chinh                              CC                      Facilities Assistant  
12-month position (100%)  
Range 28, Step E  
Classified Salary Schedule  
Eff. 01/06/2020  
PN CCC742

PROMOTION

Yiv, Muninando                      FC                      Administrative Assistant I  
12-month position (100%)  
PN FCC926

To:    CC Distance Learning Assistant  
12-month position (100%)  
Range 36, Step E + PG&D  
Classified Salary Schedule  
Eff. 01/20/2020  
PN CCC976

RECLASSIFICATION

Aponte, Lance                      AC                      Data Systems Analyst  
12-month position (100%)  
Range 52, Step C + PG&D

To:    IT Project Leader  
12-month position (100%)  
Range 57, Step C + PG&D  
Classified Salary Schedule  
Eff. 04/01/2019  
PN ISC974

VOLUNTARY CHANGES IN ASSIGNMENT

Cao, Khanh	CC	Instructional Assistant (50%)  Temporary Increase in Percent Employed From: 50% To: 100% Eff. 02/01/2020 – 06/30/2020
Gonzales, Vanessa	CC	Accounting Technician (100%)  Extension of Temporary Change in Assignment To: Administrative Assistant III 12-month position (100%) Range 41, Step D Classified Salary Schedule Eff. 01/01/2020 – 06/30/2020
Hangue, Emmanuelle	FC	Administrative Assistant II (100%)  Extension of Temporary Change in Assignment To: Executive Assistant 12-month position (100%) Range 41, Step D Classified Salary Schedule Eff. 02/01/2020 – 02/14/2020
Haugh, Angela	CC	Student Services MIS Analyst (100%)  Temporary Change in Assignment To: Senior Research and Planning Analyst 12-month position (100%) Range 57, Step D Classified Salary Schedule Eff. 01/29/2020 – 06/30/2020

Classified Personnel  
January 28, 2020

Russell, Regina	CC	Administrative Assistant II 11-month position (100%) PN CCC890
		Permanent Lateral Transfer To: NOCE Administrative Assistant II 12-month position (100%) Range 36, Step C + PG&D Classified Salary Schedule Eff. 01/29/2020 PN SCC871

PROFESSIONAL GROWTH & DEVELOPMENT

Aikin, Carmen	AC	Executive Assistant II (100%) 4 <sup>th</sup> Increment (\$400) Eff. 07/01/2020
Bandak, Michelle	CC	Accounting Specialist (100%) 3 <sup>rd</sup> Increment (\$400) Eff. 07/01/2020
Davis, Julia	AC	Human Resources Technician (100%) 2 <sup>nd</sup> Increment (\$400) Eff. 07/01/2020
Flores, Jasmine	FC	Student Services Specialist, Counseling (100%) 2 <sup>nd</sup> Increment (\$400) Eff. 07/01/2020
Goncalves, Adriana	FC	Administrative Assistant III (100%) 2 <sup>nd</sup> Increment (\$400) Eff. 07/01/2020
Jara, Jacqueline	FC	Admissions and Records Technician (100%) 1 <sup>st</sup> Increment (\$400) Eff. 07/01/2020
Johnston, Hei Yung	CC	Accounting Technician (100%) 4 <sup>th</sup> Increment (\$400) Eff. 07/01/2020
Le, Tami	FC	Instructional Aide, Cosmetology (50%) 1 <sup>st</sup> Increment (\$200) Eff. 07/01/2020

Classified Personnel  
January 28, 2020

Pham, Thomas	AC	Buyer (100%) 4 <sup>th</sup> Increment (\$400) Eff. 07/01/2020
Vasquez, Norma	FC	Student Services Specialist, DSS (100%) 2 <sup>nd</sup> Increment (\$400) 3 <sup>rd</sup> Increment (\$400) Eff. 07/01/2020

STIPEND FOR ADDITIONAL AMINISTRATIVE DUTIES

Borillo, Maureen	NOCE	IT Specialist, Systems Applications (100%) 6% Stipend Eff. 02/01/2020 – 06/30/2020
Cortez, Michael	FC	IT Specialist, Systems Applications (100%) 6% Stipend Eff. 02/01/2020 – 06/30/2020
Sontag, Dawn	CC	Administrative Assistant I (100%) Extension of 6% Stipend Eff. 01/02/2020 – 01/31/2020
Triefenbach, Laurie	AC	Catalog & Schedule Coordinator (100%) Extension of 6% Stipend Eff. 01/01/2020 – 06/30/2020
Zamorano, Karla	NOCE	Admissions and Records Technician (100%) 6% Stipend Eff. 01/01/2020 – 06/30/2020

LEAVES OF ABSENCE

Abarca, Josue	FC	Student Services Specialist, Counseling (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/02/2019 – 12/22/2019 (Consecutive Leave)
Abelon, John	FC	Financial Aid Technician (100%) Military Leave With Pay (USERRA) Eff. 12/06/2019; 01/10/2020; 01/13/2020 – 01/15/2020

Classified Personnel  
January 28, 2020

Cao, Cindy	CC	Administrative Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 12/02/2019 – 06/02/2020 (Intermittent Leave)
Correa, Krystal	FC	Financial Aid Technician (100%) Unpaid Personal Leave Eff. 2/13/2020; 5/26/2020 - 5/29/2020; 7/01/2020
Fuentes, Rafael	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/27/2019 – 02/01/2020 (Consecutive Leave)
Park, Lily	NOCE	Admissions and Records Specialist (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 02/03/2020 – 04/24/2020 (Consecutive Leave)
Patrick, Michael	FC	Skilled Maintenance Mechanic (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/06/2019 – 01/23/2020 (Consecutive Leave)
Reza, Carlos	FC	Building Maintenance Coordinator (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/13/2019 – 01/21/2020 (Consecutive Leave)
Salcedo, Jacqueline	AC	Accounting Technician (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 12/19/2019 – 06/19/2020 (Intermittent Leave)
Sanchez, Alicia	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/02/2019 – 12/11/2019 (Consecutive Leave)



Classified Personnel  
January 28, 2020

Sanchez, Lizeth	AC	Human Resources Coordinator (100%) Family Medical Leave (FMLA/CFRA/CAPDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 11/27/2019 – 01/08/2020 (Consecutive Leave)
Toledo, Javier	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/02/2020 – 07/01/2020 (Intermittent Leave)
West, Deborah	NOCE	Campus Safety Officer (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/13/2019 – 01/17/2020 (Consecutive Leave)
Young, Lynette	CC	Administrative Assistant II (80%) Family Medical Leave (FMLA/CFRA) Paid Leave Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/08/2020 – 07/01/2020 (Intermittent Leave)

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** January 28, 2020  
**SUBJECT:** Professional Experts

Action X  
Resolution \_\_\_\_\_  
Information \_\_\_\_\_  
Enclosure(s) X

**BACKGROUND:** Professional Experts within budget.

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

**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 28, 2020

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Ahmed, Riffat	NOCE	Technical Expert I	BIW I/AP Curriculum Development for MOS Certifications	26	12/09/2019	01/05/2020
Allen, Maala	FC	Technical Expert II	Winter 2019 Adjunct Workshop Leader	12	12/16/2019	01/24/2020
Anderson, Leslie	AC	Technical Expert II	Photographer for Regional Job Fair	8	12/07/2019	12/07/2019
Arellano, Peggy	NOCE	Project Expert	EI Civics Grader	26	12/09/2019	12/13/2019
Arroyave, Melina	NOCE	Project Expert	ARISE Lab Project Expert	26	01/06/2020	06/30/2020
Austin, Philip	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Avalos, Magdalena	NOCE	Project Expert	K-12 Student Success Love & Logic Coordination	26	01/06/2020	06/05/2020
Baker, Denise	NOCE	Project Expert	K-12 Student Success Love & Logic Coordination	26	01/06/2020	06/21/2020
Baltazar, Ramon	NOCE	Technical Expert I	IBEST Prep	26	12/09/2019	01/05/2020
Baniago, Romel	CC	Project Expert	STEM Professional Expert	15	01/27/2020	06/26/2020
Baron, German	FC	Project Expert	Application Data Base	26	02/03/2020	06/01/2020
Beamer, Joy	NOCE	Project Expert	Mobility Trainer	26	12/02/2019	12/20/2019
Beamer, Joy	NOCE	Project Expert	Mobility Trainer	26	01/06/2020	06/30/2020
Benavidez, Zachary	NOCE	Project Expert	ARISE Lab Project Expert	26	12/02/2019	12/06/2019
Benavidez, Zachary	NOCE	Project Expert	ARISE Lab Project Expert	26	01/06/2020	04/03/2020
Benavidez, Zachary	NOCE	Project Expert	ARISE Lab Project Expert	26	04/13/2020	06/10/2020
Bennett, Jessica	NOCE	Technical Expert I	I-BEST Technical Expert	26	12/05/2019	01/05/2020
Boling, Jess	CC	Project Expert	Assistant in MLC	26	01/22/2020	01/23/2020
Boyd, Porsha	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Bradshaw, Denia	NOCE	Project Coordinator	Universal Design for Learning Project Coordinator	10	01/06/2020	03/06/2020
Brown, Jenna	FC	Project Expert	Athletic Life Coach	26	01/29/2020	05/22/2020

Professional Experts  
January 28, 2020

Brydges, Michael	CC	Technical Expert II	Professional Development Co-Coordinator	25	01/03/2020	01/22/2020
Buggs, Charlene	CC	Project Coordinator	Project Coordinator	26	01/20/2020	04/03/2020
Bui, Tuan	FC	Project Expert	SSSP Related Data and Research Project	26	02/24/2020	04/03/2020
Bui, Tuan	FC	Project Expert	SSSP Related Data and Research Project	26	04/13/2020	05/29/2020
Cadena, Maria	FC	Technical Expert II	Culturally Responsive Training Facilitator	25	12/23/2019	01/30/2020
Cadena, Maria	AC	Technical Expert II	Infusing Diversity, Equity & Inclusion in the Curriculum	40	01/13/2020	01/17/2020
Cadena, Maria	AC	Technical Expert II	Diversity and Inclusion Faculty Fellow Program	10	01/21/2020	06/30/2020
Cadilli, Jolina	CC	Technical Expert I	OER Project – Math Department	26	12/09/2019	06/30/2020
Cagley, Janet	NOCE	Technical Expert I	Distance Education Plan Development	15	12/09/2019	01/01/2020
Cangiano, Dya	CC	Project Manager	ESC Coordinator	26	01/12/2020	02/21/2020
Cangiano, Dya	CC	Project Manager	ESC Coordinator	26	03/02/2020	04/03/2020
Cangiano, Dya	CC	Project Manager	ESC Coordinator	26	04/13/2020	06/05/2020
Cangiano, Dya	CC	Project Manager	ESC Coordinator	26	06/22/2020	06/30/2020
Carlisle, Teresa	NOCE	Project Expert	Career pathways Specialist	26	12/02/2019	12/06/2019
Carlisle, Teresa	NOCE	Project Expert	Career Pathways Specialist	26	01/06/2020	02/14/2020
Carlisle, Teresa	NOCE	Project Expert	Career Pathways Specialist	26	02/24/2020	04/03/2020
Carlisle, Teresa	NOCE	Project Expert	Career Pathways Specialist	26	04/13/2020	06/12/2020
Castro, Alma	CC	Technical Expert I	OER Project – Math Department	26	12/09/2019	06/30/2020`
Cavazzi, Bentley	NOCE	Technical Expert I	I-BEST Technical Expert	26	12/05/2019	01/05/2020
Chiaromonte, Tom	FC	Technical Expert I	CTE Showcase Day	10	12/16/2019	12/17/2019
Chicas Gallardo, Evangelina	FC	Project Expert	Strong Workforce Internship Project/FCCareerConnect	20	01/06/2020	04/04/2020
Chicas Gallardo, Evangelina	FC	Project Expert	Strong Workforce Internship Project/FCCareerConnect	20	04/13/2020	05/13/2020
Cho, Leonard	FC	Technical Expert I	Winter 2020 Math Boot Camps	20	01/13/2020	01/16/2020
Chrispens, Adriana	CC	Project Expert	Activity Evaluation	26	01/22/2020	01/23/2020
Cintron, Nicole	FC	Project Expert	CTE Strong Workforce Project	26	01/13/2020	06/30/2020

Professional Experts  
January 28, 2020

Clahane, Dana	FC	Technical Expert 1	Winter 2020 Math Boot Camps	20	01/13/2020	01/16/2020
Claxton, Sandra	AC	Project Expert	Assist Photographers for Regional Job Fair	6	12/07/2019	12/07/2019
Combs, Jennifer	FC	Technical Expert II	Curriculum Committee Work	25	12/16/2019	01/22/2020
Costello, Jeanne	FC	Technical Expert II	Staff Development Coordinator	40	12/16/2019	01/24/2020
Costello, Jeanne	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Costello, Jeanne	FC	Technical Expert II	Guided Pathways Planning	30	01/02/2020	01/22/2020
Daigle, Maurice	CC	Project Expert	MLC-Evaluate & Coordinate Workshops, DLAS	26	01/22/2020	01/23/2020
Delgado, Ziza	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Diaz, Robert	FC	Technical Expert II	Winter 2019 Adjunct Workshop Leader	40	12/16/2019	01/24/2020
Diaz, Robert	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Diep, Christie	CC	Project Manager	English Department A.C.C.E.S.S. Program	10	12/09/2019	06/30/2020
Dimitriadis, Phil	FC	Technical Expert I	CTE Showcase Day	10	12/16/2019	12/17/2019
Doherty, Doreen	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Doman, Monica	CC	Project Manager	Cypress College LSP/Cataloging Project	40	12/16/2019	01/22/2020
Dunne, Cathy	NOCE	Technical Expert I	IBEST Prep and PT Curriculum Development	40	12/10/2019	01/01/2020
Dunsmore, Pamela	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	3	01/13/2020	01/16/2020
Duron, Yolanda	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Espinoza, Maria	NOCE	Technical Expert I	I-BEST Technical Expert	26	12/16/2019	01/05/2020
Etcheverry Otero, Maria Laura	FC	Project Expert	Grads To Be Program Assistant	26	01/06/2020	06/19/2020
Eyman, Casey	FC	Project Expert	FC Athletic Life Coach	26	01/29/2020	05/22/2020
Feo, Andrew	FC	Project Manager	Incite Project Manager	20	01/29/2020	06/05/2020
Ferrier, Allison	NOCE	Project Coordinator	DSS Curriculum Specialist	26	12/09/2019	01/03/2020
Floerke Brandon	FC	Project Manager	Hornets Tutoring Mentor Coordinator	40	01/02/2020	01/24/2020
Flores, Kassandra	FC	Project Expert	Transfer Ambassador	26	01/13/2020	04/04/2020
Flores, Kassandra	FC	Project Expert	Transfer Ambassador	26	04/12/2020	06/18/2020

Professional Experts  
January 28, 2020

Flores, Nancy	NOCE	Project Expert	Professional Expert – Equity Funded Projects	26	02/10/2020	06/30/2020
Ford, Diane	CC	Project Expert	MLC Activity Evaluation	26	01/23/2020	01/24/2020
Frianeza, Michael	CC	Technical Expert II	Accreditation Self-Study for Radiology Department	30	12/16/2019	01/22/2020
Gandara, Michael	FC	Project Expert	Transfer Ambassador	26	01/06/2020	06/26/2020
Garcia, Cyndy	CC	Project Expert	Student Services Events Coordinator	24	01/06/2020	04/03/2020
Garcia, Cyndy	CC	Project Expert	Student Services Events Coordinator	24	04/13/2020	
Garcia, Isabella	FC	Project Expert	FC Athletic Life Coach	26	01/29/2020	05/22/2020
Glicker, Eric	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Gonzalez, Mario	FC	Technical Expert I	CTE Showcase Day 2019 Program Participation	10	12/16/2019	12/17/2019
Graves, Gary	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Guardado, Cynthia	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Gulmesoff, Monika	AC	Project Coordinator	Mobility Coordinator	26	01/06/2020	04/17/2020
Guthrie, Frank	FC	Technical Expert I	CTE Showcase Day 2019 Program Participation	10	12/16/2019	12/17/2019
Gutierrez, Ruth	CC	Technical Expert II	Professional Development Co-Coordinator	25	12/16/2019	01/22/2020
Haikal, Helal	NOCE	Technical Expert I	I-BEST Technical Expert	26	12/05/2019	01/06/2020
Haptonstall, Joelle	NOCE	Project Coordinator	NOCRC DSS Mentorship Project Coordinator	26	12/02/2019	12/13/2019
Haptonstall, Joelle	NOCE	Project Coordinator	NOCRC DSS Mentorship Project Coordinator	26	01/06/2020	03/20/2020
Haptonstall, Joelle	NOCE	Project Coordinator	NOCRC DSS Mentorship Project Coordinator	26	03/30/2020	06/17/2020
Harless, Zachary	FC	Technical Expert I	CTE Showcase Day	10	12/16/2019	12/17/2019
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	12/02/2019	12/06/2019
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	01/06/2020	01/17/2020
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	01/27/2020	02/14/2020
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	02/24/2020	04/03/2020
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	04/13/2020	05/22/2020
Haro, Patricia	NOCE	Project Expert	Career Pathways Specialist	26	06/01/2020	06/30/2020

Professional Experts  
January 28, 2020

Harris, Jonathan	CC	Project Expert	MLC Activity Evaluation	26	01/23/2020	01/24/2020
Hatori, Don	CC	Project Expert	Assistant in MLC	26	01/23/2020	01/24/2020
Hattabaugh, Jon Michael	FC	Technical Expert II	Promise Career Pathways: STEM Case Manager Lead	6	12/16/2019	05/23/2020
Heinze, Maria	CC	Project Expert	Assistant in MLC	26	01/22/2020	01/23/2020
Henke, Carol	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Heredia, Erik	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Hill, Garet	CC	Technical Expert I	OER Project – Math Department	26	01/13/2020	06/30/2020
Hill-West, Jami	NOCE	Technical Expert I	IBEST Prep and ECE Curriculum Development and Program Review	26	12/09/2019	01/05/2020
Hoang, Wendy	FC	Project Expert	Commencement	26	01/06/2020	02/21/2020
Hoang, Wendy	FC	Project Expert	Commencement	26	03/09/2020	06/12/2020
Hoeger, Jennifer	NOCE	Project Manager	ESL Instructional Technology Integration Support	10	01/03/2020	03/27/2020
Hong, Song	NOCE	Project Coordinator	EL Civics Curriculum Development 2019-20	26	12/09/2019	03/27/2020
Hoover, Jay	CC	Project Expert	Activity Evaluation	26	01/22/2020	01/23/2020
Huerth, Glenn	FC	Technical Expert I	CTE Showcase Day	10	12/16/2019	12/17/2019
Hui, Arthur	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	6	01/13/2020	01/16/2020
Hurtado, Hailie	NOCE	Project Expert	ARISE Lab Project Expert	26	12/01/2019	12/06/2019
Hurtado, Hailie	NOCE	Project Expert	ARISE Lab Project Expert	26	01/06/2020	04/03/2020
Hurtado, Hailie	NOCE	Project Expert	ARISE Lab Project Expert	26	04/13/2020	06/26/2020
Huynh, Paul	CC	Project Expert	Assistant in MLC	26	01/22/2020	01/23/2020
Ishibashi, Jane	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Jagodina, Marianna	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Johnson, Eric	NOCE	Project Expert	K-12 Student Success/Love and Logic Coordination	26	01/02/2020	06/05/2020
Joyce, Hillary	NOCE	Technical Expert I	I-BEST Technical Expert	26	12/05/2019	01/05/2020
Kemp, Darnell	FC	Technical Expert II	Distance Education Technical Expert/Coordinator	40	12/16/2019	01/26/2020
Kimmell, Andrew	AC	Technical Expert II	Photographer for Regional Job Fair	8	12/07/2019	12/07/2019

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LaSalle, McKay	FC	Project Expert	FC Athletic Life Coach	26	01/06/2020	05/31/2020
Ledesma, Nicole	CC	Technical Expert I	OER Project – Math Department	26	12/09/2019	06/30/2020
Letcher, Annette	AC	Technical Expert II	Diversity and Inclusion Faculty Fellow Program	10	01/13/2020	06/30/2020
Levy, Van	NOCE	Technical Expert I	Curriculum Collaboration	26	12/02/2019	01/01/2020
Llanes, Jasmin	NOCE	Project Expert	Mobility Trainer	26	01/13/2020	03/27/2020
Loaeza Torre, Guadalupe	NOCE	Project Expert	Grads To Be Peer Mentor (Catalyst Grant)	26	01/13/2020	04/03/2020
Loayza, Santiago	NOCE	Technical Expert I	IBEST Prep and BIW I/AP Curriculum Development for MOS Certifications	26	12/09/2019	01/05/2020
Loayza, Santiago	NOCE	Technical Expert II	NOCE January Flex Day Event	4	01/02/2020	01/03/2020
Loney, Laura	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2020	01/30/2020
Lopez, Jazmin	NOCE	Project Expert	Professional Expert	26	02/10/2020	06/30/2020
Lozinsky, Richard	FC	Technical Expert II	Yearly Boot Camps, Open Houses, STEM/Science events	8	01/29/2020	06/30/2020
Ly, Tuyen	CC	Project Expert	MLC-Evaluate & Coordinate Workshops, DLAS	26	01/22/2020	01/23/2020
Manfredonia, Brandy	CC	Project Expert	Strong Workforce CTE Marketing Project	26	12/16/2019	06/01/2020
Mann, Cheyenne	FC	Project Expert	Internship Projects – Career and life Planning Center	26	01/06/2020	06/30/2020
Markley, Karen	AC	Technical Expert I	Future Instructor Training Program	2.5	10/11/2019	10/11/2019
Martinez, Veronica	NOCE	Project Expert	Mobility Trainer	26	01/06/2020	01/24/2020
Maynard, Lauren	NOCE	Technical Expert II	NOCE January Flex Day Event	10	01/02/2020	01/03/2020
McAlister, Kathleen	CC	Project Manager	DE Faculty Coordinator	40	12/19/2019	01/24/2020
McClurkin, Tina	NOCE	Technical Expert I	Business/Computer Skills Lab Curriculum Development	40	12/09/2019	01/01/2020
McClurkin, Tina	NOCE	Technical Expert II	NOCE January Flex Day Event	6	01/02/2020	01/03/2020
McGuthry, Katheryn	AC	Technical Expert I	Future Instructor Training Program	5	09/13/2019	09/13/2019
McGuthry, Katheryn	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Mendez, Miguel	NOCE	Project Expert	Grads To Be Peer Mentor (Catalyst Grant)	26	01/27/2020	05/01/2020
Mendoza, Diane	NOCE	Project Coordinator	K-12 Student Success Project Coordinator	26	01/02/2020	06/12/2020
Mendoza Avilez,	NOCE	Project Expert	Peer Mentor for Grads to be Program (Catalyst Grant)	26	01/13/2020	05/09/2020



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Mihaylovich, Kristin	FC	Technical Expert II	Culturally Responsive Training Facilitator	4	12/23/2019	01/30/2020
Miller, Tania	CC	Project Manager	MLC Coordinator	26	12/16/2019	12/20/2019
Miller, Tania	CC	Project Manager	MLC Coordinator	26	01/06/2020	02/21/2020
Miller, Tania	CC	Project Manager	MLC Coordinator	26	03/02/2020	03/13/2020
Miller, Tania	CC	Project Manager	MLC Coordinator	26	03/23/2020	04/03/2020
Miller, Tania	CC	Project Manager	MLC Coordinator	26	04/27/2020	05/22/2020c
Mitts, Teri Lynn	CC	Technical Expert II	Accreditation Self-Study for Radiology Department	30	12/16/2019	01/22/2020
Morris, Tom	FC	Technical Expert II	Natural Sciences Website Redesign/Modernization	20	12/11/2019	06/30/2020
Morrison, Alma	NOCE	Project Expert	K-12 Student Success/Love and Logic Coordination	26	01/02/2020	06/05/2020
Mota-Mirales, Jonathan	NOCE	Project Manager	Project Manager – NOCRC/NOCE liaison	26	12/02/2019	12/22/2019
Mota-Mirales, Jonathan	NOCE	Project Manager	Project Manager – NOCRC/NOCE# liaison	26	01/06/2020	03/13/2020
Mota-Mirales, Jonathan	NOCE	Project Manager	Project Manager – NOCRC/NOCE liaison	26	04/13/2020	05/20/2020
Nagel, Ana	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Neel, Ginger	NOCE	Technical Expert II	Regional Strong Workforce Work-Based Learning & Job Placement Project	26	01/13/2020	06/26/2020
Nevarez, Rachel	FC	Technical Expert I	CTE Showcase Day	10	12/16/2019	12/17/2019
Ngo, Eric	FC	Project Expert	SSSP Related Data and Research Project	26	01/02/2020	01/31/2020
Ngo, Eric	FC	Project Expert	SSSP Related Data and Research Project	26	05/04/2020	06/30/2020
Nguyen, Amanda	FC	Project Expert	SSSP Related Data and Research Project	26	01/02/2020	04/03/2020
Nguyen, Amanda	FC	Project Expert	SSSP Related Data and Research Project	26	04/13/2020	05/29/2020
Nguyen, Hoang	CC	Project Expert	Assistant in MLC	26	01/23/2020	01/24/2020
Nguyen, Hung	FC	Project Expert	SSSP Related Data and Research Project	26	01/02/2020	04/03/2020
Nguyen, Hung	FC	Project Expert	SSSP Related Data and Research Project	26	05/11/2020	06/30/2020
Nguyen, Kelly	CC	Technical Expert I	OER Project – Math Department	26	12/09/2019	06/30/2020
Nguyen, Mary	FC	Technical Expert I	Technical Expert I for Teacher Pathway Grant	26	02/01/2020	05/01/2020

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Niazi, Zyrach	FC	Project Expert	Cadena Cultural & Transfer Center Assistant	26	01/13/2020	04/04/2020
Niazi, Zyrach	FC	Project Expert	Cadena Cultural & Transfer Center Assistant	26	04/12/2020	06/18/2020
Nilkanth, Gitanjali	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Nunez, Flor	FC	Project Expert	CTE Strong Workforce Project	20	01/13/2020	06/12/2020
Olvey, Kathy	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	3	01/13/2020	01/16/2020
Oo, Jennifer	NOCE	Technical Expert I	IBEST Prep and CCMA Test Prep Workshop	40	12/09/2019	01/01/2020
Peacock, Joyce	CC	Project Manager	Cypress College LSP/Analytics Project	40	12/16/2019	01/22/2020
Perera, Ranmalee	AC	Technical Expert II	Diversity and Inclusion Faculty Fellow Program	15	01/23/2020	06/30/2020
Perez, Francisco	CC	Project Manager	SI Assistant	26	01/02/2020	01/24/2020
Peterson, Lucas	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Peterson, Queen	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Pham, Kara	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Pham, Loan	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Porter, Deidre	CC	Technical Expert II	Civitas Presentation	8	11/22/2019	11/22/2019
Powers, Miguel	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Powers, Miguel	FC	Technical Expert II	Guided Pathways Planning	40	01/02/2020	01/22/2020
Prey, Maria Josephine	NOCE	Technical Expert I	BIW I/AP Curriculum Development for MOS Certifications	26	12/10/2019	01/05/2020
Pulido Arreguin	NOCE	Project Expert	ESL Mentorship Lead Mentor	26	01/06/2020	05/15/2020
Quihuis, Susan	NOCE	Project Expert	Career Pathways Specialist	26	01/13/2020	03/27/2020
Quintanilla, Melissa	NOCE	Technical Expert I	CAEP K-12 Student Success Curriculum Exploration	26	12/05/2019	12/15/2019
Rangel, Jacquelyn	CC	Technical Expert II	Strong Workforce CTE Branding	26	01/02/2020	01/26/2020
Rangel, Jacquelyn	CC	Technical Expert II	Strong Workforce CTE Branding	26	01/27/2020	05/27/2020
Ream, Tim	FC	Technical Expert II	LSP Project	40	12/16/2019	01/22/2020
Reinke, Keryl Kris	FC	Technical Expert I	CTE Showcase Day	10	12/16/2019	12/17/2019
Rennie, Nancy	FC	Technical Expert I	CTE Showcase Day 2019 Program Participation	10	12/16/2019	12/17/2019

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Reyna, Carla	NOCE	Project Manager	Project Manager – NOCRC/NOCE liaison	26	01/06/2020	06/30/2020
Rodriguez, Jeanette	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Rodriguez, Jeanette	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	4	01/13/2020	01/16/2020
Roman, Alejandro	NOCE	Project Expert	Peer Mentor for Grads To Be Program (Catalyst Grant)	26	01/20/2020	02/07/2020
Romero Hernandez, Abraham	FC	Technical Expert I	Winter 2020 Math STEM Boot Camps	20	01/13/2020	01/16/2020
Rosales, Alexandria	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Rosen, Ellen	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	3	01/13/2020	01/16/2020
Rosenberger, David	AC	Technical Expert II	Photographer for Regional Job Fair	8	12/07/2019	12/07/2019
Rossi, Nicole	FC	Technical Expert II	Winter 2019 Adjunct Workshop Leader	4.5	12/16/2019	01/24/2020
Salazar, Yvonne	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Salcedo, Joel	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	4	01/13/2020	01/16/2020
Salzameda, Bridget	FC	Project Manager	Chemistry PUMP Program	20	01/29/2020	06/30/2020
Salzameda, Nicholas	FC	Project Manager	Chemistry PUMP Program	26	01/29/2020	06/30/2020
Samano, Jeffrey	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	4	01/13/2020	01/16/2020
Sanchez Tapia, Lenine	FC	Project Expert	SSSP Related Data and Research Project	26	01/06/2020	01/30/2020
Sanchez Tapia, Lenine	FC	Project Expert	SSSP Related Data and Research Project	26	05/04/2020	06/30/2020
Santostefano, Michela	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Saravia, Ana	CC	Project Expert	STEM Professional Expert	26	01/23/2020	04/03/2020
Saravia, Ana	CC	Project Expert	STEM Professional Expert	26	05/04/2020	06/05/2020
Sedrak, Afraim	NOCE	Technical Expert I	BIW I/AP Curriculum Development for MOS Certifications	26	12/09/2019	01/05/2020
Seung, Susan	NOCE	Technical Expert I	ECE Curriculum Development and Program Review	26	12/09/2019	01/05/2020
Shahin, Mohammad	FC	Technical Expert II	Yearly Boot Camps, Open Houses, STEM/Science events	8	01/29/2020	06/30/2020
Sherard, Erin	NOCE	Technical Expert I	Curriculum Collaboration	40	12/02/2019	12/23/2019
Sherard, Erin	NOCE	Technical Expert I	Guest Speaker	4.5	12/03/2019	12/03/2019

Professional Experts  
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Shields, Julie	NOCE	Technical Expert I	ASHP Curriculum Development and In-Patient PT Lab	26	12/09/2019	01/05/2019
Shields, Julie	NOCE	Technical Expert II	NOCE January Flex Day Event	4	01/02/2020	01/03/2020
Siegel, Barry	CC	Technical Expert II	Accreditation Self-Study for Radiology Department	30	12/16/2019	01/22/2020
Smead, Richard	FC	Technical Expert II	CIS Equipment Maintenance and Software Updates	15	01/06/2020	01/26/2020
Snyder, Barbara	AC	Project Expert	Assist Photographers for Regional Job Fair	6	12/07/2019	12/07/2019
Standen, Kathy	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Stanojkovic, Alli	NOCE	Project Coordinator	DSS Curriculum Specialist	26	12/11/2019	01/03/2020
Starkey, Monique	FC	Technical Expert II	Library Collection Evaluation	40	12/16/2019	01/22/2020
Taylor, Matthew	FC	Technical Expert II	Guided Pathways Planning	30	01/02/2020	01/22/2020
Teipe, William	NOCE	Technical Expert I	IBEST Prep and BIW I/AP Curriculum Development for MOS Certifications	26	12/09/2019	01/05/2020
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	12/16/2019	12/20/2019
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	01/06/2020	02/14/2020
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	02/24/2020	03/06/2020
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	03/16/2020	03/20/2020
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	03/30/2020	04/03/2020
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	04/13/2020	05/01/2020
Thompson, Miranda	CC	Project Manager	MLC Coordinator	26	05/11/2020	05/22/2020
Torres, Denise	CC	Project Expert	Maxient Professional Expert	22	01/03/2020	06/30/2020
Trevino, Joseph	CC	Technical Expert I	OER Project – Math Department	26	12/09/2019	06/30/2020
Tribolet, Lysa	NOCE	Project Expert	Update CurricUNET	20	12/02/2019	12/23/2019
Tribolet, Lysa	NOCE	Project Expert	Curriculum Assistant Data Entry	20	01/02/2020	06/30/2020
Truong, Pryscilla	CC	Project Expert	Academic Success Coach	20	01/29/2020	06/30/2020
Valdez, Ernest	NOCE	Technical Expert I	Event and Classroom Photography	26	01/20/2020	02/13/2020
Valdez, Ernest	NOCE	Technical Expert I	Event and Classroom Photography	26	04/06/2020	06/30/2020
Valdovinos, Melisa	FC	Project Expert	Grads To Be Program Assistant	26	01/06/2020	06/19/2020

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Van Gelder, Matthew	NOCE	Technical Expert II	NOCE January Flex Day Event	6	01/02/2020	01/03/2020
Vazquez, Rosa	NOCE	Project Expert	Job Coach	26	12/02/2019	12/13/2019
Vazquez, Rosa	NOCE	Project Expert	Job Coach	26	01/06/2020	04/03/2020
Vazquez, Rosa	NOCE	Project Expert	Job Coach	26	04/13/2020	06/26/2020
Velasco, Cassandra	CC	Project Manager	ESC Coordinator	26	01/13/2020	02/14/2020
Velasco, Cassandra	CC	Project Manager	ESC Coordinator	26	02/24/2020	03/06/2020
Velasco, Cassandra	CC	Project Manager	ESC Coordinator	26	03/18/2020	04/03/2020
Velasco, Cassandra	CC	Project Manager	ESC Coordinator	26	04/13/2020	05/22/2020
Velasco, Cassandra	CC	Project Manager	ESC Coordinator	26	06/01/2020	06/26/2020
Velasco, Kendra	CC	Technical Expert II	Strong Workforce Dental Hygiene	26	01/02/2020	01/24/2020
Voet, Courtnie	NOCE	Project Coordinator	Job Development Employer – Student Network Coordinator	26	12/02/2019	12/15/2019
Voet, Courtnie	NOCE	Project Coordinator	Job Development Employer – Student Network Coordinator	26	01/13/2020	04/06/2020
Wasby, Roger	NOCE	Project Expert	EL Civics Grader	26	12/09/2019	12/13/2019
Weil, Alex	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	3	01/13/2020	01/16/2020
Williams, Courtney	NOCE	Project Expert	Job Coach	26	12/02/2019	12/06/2019
Williams, Courtney	NOCE	Project Expert	Job Coach	26	01/06/2020	04/03/2020
Williams, Courtney	NOCE	Project Expert	Job Coach	26	04/13/2020	06/26/2020
Williamson, Kelly	AC	Technical Expert II	Photographer for Regional Job Fair	8	12/07/2019	12/07/2019
Wright, Marnie	NOCE	Technical Expert I	Funeral Service Assistant Curriculum Review and Update	26	12/09/2019	01/05/2020
Zaragoza, Juan	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Zeledon, Selena	FC	Technical Expert II	Humanities Division Professional Learning Day – January 2020	3	01/13/2020	01/16/2020
Zepeda, Charles	FC	Technical Expert II	Culturally Responsive Training Facilitator	40	12/23/2019	01/30/2020
Zhang, Jingwen	CC	Project Expert	Instructor in MLC	26	01/22/2020	01/23/2020

Professional Experts  
January 28, 2020

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Martinez, Marcia	Tuition	Fall, Winter, Spring	26

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES Action X  
**DATE:** January 28, 2020 Resolution \_\_\_\_\_  
**SUBJECT:** Hourly Personnel 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?** Not applicable.

**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 28, 2020

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alvarez, Michel	CC	Direct Instr Support - Athletic Program Assistant - Women's Soccer	01/29/20	03/10/20	TE H 1
Alvarino, Jacqueline	FC	Technical - Assist the Staff Development Office	01/29/20	02/28/20	TE B 4
Amarillas, Cindy	FC	Technical - Assist the EOPS/CARE Program	01/29/20	04/29/20	TE A 3
Apolinar, Erandy	FC	Technical - Assist the Educational Partnership/Counseling Center	01/29/20	04/30/20	TE A 2
Baker, Taylor	FC	Paraprof - On-call theater crew for campus productions	01/29/20	06/30/20	TE A 1
Beener, Katya	FC	Paraprof - On-call theater crew for campus productions	01/29/20	06/30/20	TE B 1
Beltran, Christopher	FC	Paraprof - On-call theater crew for campus productions	01/29/20	06/30/20	TE A 1
Brittell, Elizabeth	FC	Technical - Assist in the Digital Arts Computer Lab	01/27/20	04/27/20	TE A 1
Bruno, Nicholas	CC	Direct Instr Support - Athletic Program Assistant - Baseball	01/29/20	05/30/20	TE H 2
Camarillo, Yanett	FC	Technical - Assist the EOPS/CARE Program	04/27/20	06/30/20	TE A 4
Castillo, Gabriel	CC	Paraprof - Assist Campus Communications office	02/24/20	05/22/20	TE A 2
Corrales, Victor	FC	Technical - Assist in the Student Center	02/24/20	05/23/20	TE A 3
Cota, Kaytlin	CC	Technical - Assist in EOPS Office	01/29/20	04/29/20	TE B 1
Covington, Kyle	CC	Paraprof - Assist in STEM program	01/29/20	02/28/20	TE A 1
Davisson, Marissa	FC	Technical - Assist the EOPS/CARE Program	03/23/20	06/22/20	TE A 1
Escobar, Leslie	FC	Paraprof - Athletic Program Assistant - Women's Lacrosse	01/29/20	05/22/20	TE H 4
Flores, Cynthia	FC	Technical - Assist in EOPS Outreach	01/29/20	04/29/20	TE A 2
Flores, Klarissa	FC	Technical - Assist the Educational Partnership/Counseling Center	01/29/20	04/30/20	TE A 2
Gardner, Keenan	FC	Direct Instr Support - Athletic Program Assistant - Football Assistant Coach	01/29/20	05/22/20	TE H 4
Gonzales Ceballos, N.	CC	Paraprof - Assist in STEM program	02/24/20	05/22/20	TE A 1
Gonzalez, Elizabeth	FC	Technical - Assist the Educational Partnership/Counseling Center	01/29/20	04/30/20	TE A 1
Goyena, Angeline	FC	Direct Instr Support - Assist in ACT computer lab	01/29/20	05/23/20	TE A 1
Grifaldo, Jessica	CC	Paraprof - Assist in STEM program	01/29/20	02/28/20	TE A 1
Hart, Deion	FC	Paraprof - Athletic Program Assistant - Football	01/29/20	05/15/20	TE H 4
Heraldez, Katrena	CC	Service/Maint - Assist Cypress Bistro with operations	02/19/20	05/14/20	TE B 2
Holliday, Renee	CC	Paraprof - Assist in STEM program	01/29/20	02/28/20	TE A 1
Hull, Sheri	FC	Technical - Assist in with Dance concerts	04/01/20	04/30/20	TE A 2



Hourly Personnel  
January 28, 2020

Jackson, Oliver	FC	Direct Instr Support - Athletic Program Assistant - Baseball	01/02/20	05/22/20	TE H 4
Jaramillo, Iliana	CC	Paraprof - Assist in STEM program	01/29/20	02/24/20	TE A 1
Jimenez, Victor	CC	Service/Maint - Assist Facilites EMS employee	01/29/20	04/29/20	TE A 4
Lambright, Steve	CC	Direct Instr Support - Athletic Program Assistant - Intercollegiate Baseball	01/28/20	05/30/20	TE H 2
Le, Hieu Ngoc Anh	NOCE	Technical - Assist in the CAEP ESL Mentor program	01/29/20	06/30/20	TE A 3
Lee, Angelina	CC	Direct Instr Support - Peer Assistance Leader in LRC	01/29/20	04/30/20	TE A 1
Lee, Bo Young	FC	Paraprof - Artist Model for Art Department classes	01/29/20	06/30/20	TE F 3
Liu, Florence	FC	Technical - Assist the Educational Partnership/Counseling Center	01/29/20	04/30/20	TE A 2
Lopez Zedpeda, Mirza	FC	Technical - Assist in the Foster Youth Success Initiative Program	01/29/20	04/22/20	TE A 1
Malacara, Jennifer	FC	Technical - Assist in Admissions and Records	01/29/20	04/26/20	TE A 2
Martinez, Jaime	FC	Technical - Assist the Educational Partnership/Counseling Center	01/29/20	04/30/20	TE A 1
Martinez, Randi	CC	Direct Instr Support - Athletic Program Assistant - Women's Soccer	01/29/20	03/10/20	TE H 4
Montgomery, Swayer	NOCE	Technical - Assist in Augosoft Build Support	01/29/20	04/29/20	TE A 3
Neri, Efren	FC	Paraprof - Athletic Program Assistant - Assistant Tennis Coach	01/29/20	05/22/20	TE H 4
Nguyen, Vytram	CC	Technical - Assist in Counseling Division office	02/03/20	05/08/20	TE A 2
Oliver, Raymond	CC	Paraprof - Assist in STEM program	01/29/20	02/24/20	TE A 1
Owings, Tyler	FC	Technical - On-call theater crew for campus/rental production	01/29/20	06/30/20	TE B 3
Palacios, Shawntel	FC	Technical - Assist the EOPS/CARE Program	01/29/20	06/30/00	TE A 3
Palomino, Mildred	FC	Paraprof - Assist the Technology and Engineering Department	02/10/20	04/30/20	TE B 4
Palomino, Mildred	FC	Paraprof - Assist the Technology and Engineering Department	04/13/20	05/15/20	TE B 4
Paz, Stephanie	FC	Technical - Assist in the Counseling Center	02/24/20	05/23/20	TE A 3
Racinelli, Angela	FC	Direct Instr Support - Athletic Program Assistant - Dance	01/27/20	05/22/20	TE H 4
Rivera, Brenda	FC	Technical - Assist in the Counseling Center	02/24/20	05/23/20	TE A 1
Rivera, Stephanie	FC	Technical - Assist in the Counseling Center	02/24/20	05/23/20	TE A 1
Sanchez-Martinez, L.	FC	Technical - Assist the EOPS/CARE Program	02/17/20	05/18/20	TE A 2
Sevilla, Grace	FC	Technical - Assist the Educational Partnership/Counseling Center	01/29/20	04/30/20	TE A 2
Simental, Kacie	FC	Paraprof - Assist the Cadena Cultural & Transfer Center	02/21/20	05/22/20	TE B 4
Soliguen, Albert	FC	Paraprof - Athletic Program Assistant - Beach Volleyball	01/29/20	05/22/20	TE H 4
Sosa-Roman, Jonathan	CC	Paraprof - Assist in STEM program	02/24/20	05/22/20	TE A 1
Stull, Kevin	FC	Direct Instr Support - Athletic Program Assistant - Track and Field	01/29/20	05/22/20	TE H 4

Hourly Personnel  
January 28, 2020

Swartz, James	FC	Technical - Assist in the Digital Arts Computer Lab	01/27/20	04/27/20	TE A 1
Toohey, Erika	CC	Non-Direct Instr Support - Model for Life Drawing class	01/29/20	05/23/20	TE F 4
Tupas, Gabriel	FC	Direct Instr Support - Assist in ACT computer lab	01/29/20	05/23/20	TE A 1
Turner, Andrea	CC	Direct Instr Support - Athletic Program Assistant - Men and Womens Swim	01/29/20	05/05/20	TE H 4
Vallejo, Janette	CC	Non-Direct Instr Support - Assist in Ceramics	02/12/20	05/13/20	TE A 1
Vazquez, Carlos	FC	Service/Maint - Assist Campus Safety Dept with various duties	01/27/20	04/24/20	TE B 3
Vera-Lucas, Martha	FC	Technical - Assist in the Counseling Center	02/24/20	05/23/20	TE A 3
Vergara, Ashley	FC	Technical - Assist in Admissions and Records	01/29/20	04/26/20	TE A 1
Weed, Gricelda	CC	Paraprof - Assist in STEM program	02/24/20	05/22/20	TE A 1
Yoshinaga, Michael	CC	Paraprof - Assist in Media and Communications	02/03/20	05/01/20	TE A 1

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Noriega, Dezirae	FC	Medical - Health Services Medical Assistant	01/27/20	06/30/20	ME B 1

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alcaraz, Carolina	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Alexander, Taliyah	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Alvarez Diaz, Cynthia	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Anderson, Christina	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	01/29/20	06/30/20	TE A 2
Arroyo Zavala, Jose	FC	Direct Instr Support - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2
Avila, Gladys	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Banuelos, Williams	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	01/29/20	06/30/20	TE B 4
Baradaran, Negar	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/29/20	06/30/20	TE A 3
Ben Tirael, Chachmoni	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Bhancha, Mahnur	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Brito, Giselle	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1

Hourly Personnel  
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Bushong, Kaycee	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/29/20	06/30/20	TE B 1
Bustos Beltran, Irving	CC	Direct Instr Support - Tutor in the English Success Center	01/29/20	06/30/20	TE B 1
Calcanas, Ruth	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Capwell, Janelle	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Carroll, Michael	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/29/20	06/30/20	TE B 1
Cashin, Erin	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Castelan, Juan	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Castro, Samantha	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Chaldez, Lizette	CC	Direct Instr Support - Peer Assistance Leader in LRC	01/29/20	06/30/20	TE A 1
Chambers, Dana	CC	Direct Instr Support - Peer Assistance Leader in LRC	01/29/20	06/30/20	TE A 1
Chavez Escobedo, E.	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Choi, Samuel	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Cortes, Carolina	CC	Direct Instr Support - Tutor in the Math Learning Center	01/29/20	06/30/20	TE B 1
Costoulas, Aritetlis	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Council, Vela	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Courtney, Caitlyn	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Doyle, Kennedie	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/29/20	06/30/20	TE A 1
Duchesneau, Darian	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Escoto Garcia, Mariana	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Esparza, Alberto	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Estrada, Holly	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Gamboa, Tatiana	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Gomez, Victor	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Gonzalez, Margarita	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Gonzalez, Monica	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Guillory, Jacqueline	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	01/29/20	06/30/20	TE B 4
Hernandez, Kristopher	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Huy, Katie Ann	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Jimenez, Jessica	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Jin, Heeoh	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1

Hourly Personnel  
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Johnson, Kyle	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Kilzer, Connor	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/29/20	06/30/20	TE B 1
Kim, Sallie	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	01/29/20	06/30/20	TE B 4
Kintzle, Samantha	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Kugelman, Taylor	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Lalunio, Lee	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Lamar, Destanee	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Le, Manh	CC	Direct Instr Support - Tutor in the Math Learning Center	01/29/20	06/30/20	TE B 1
Lee, Angelina	CC	Direct Instr Support - Peer Assistance Leader in LRC	01/29/20	06/30/20	TE A 1
Lee, Jake	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Lopez, Briseyda	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Lopez, Leah	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Maehara, Lani	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Magboo, Tim	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Marino, Samantha	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Martin, Mason	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Martinez, Jennave	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Martinez, Krystal	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Martinez-Luquin, R.	CC	Direct Instr Support - Peer Assistance Leader in LRC	01/29/20	06/30/20	TE A 1
McKowan, Chante	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Meucci, Emily	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Meza, Jonathon	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Miller, Hannah	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Milliken, Jillian	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	01/29/20	06/30/20	TE B 4
Moran, Jordan	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Morris, Ian	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/29/20	06/30/20	TE B 1
Murillo, Felicia	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Oropeza, Yenny	CC	Direct Instr Support - Tutor in the Learning Resource Center	01/29/20	06/30/20	TE B 1
Ortiz, John	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Paiste, Josie	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1

Hourly Personnel  
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Patel, Akash	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/29/20	06/30/20	TE B 1
Perello, Germaine	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Popoviciu, Joseph	FC	Direct Instr Support - Tutor students in the campus Math Lab	01/29/20	06/30/20	TE A 2
Ramirez, Leonardo	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Ramos, Anahi	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Rificky Jabbar, Aaliah	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Rogers, Joseph	CC	Direct Instr Support - Tutor in the English Success Center	01/29/20	06/30/20	TE B 2
Ruvacalba, Adrianna	FC	Direct Instr Support - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2
Safarkhanlou, Kimia	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Samuel Philips, Cathrine	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/29/20	06/30/20	TE A 1
Sanchez, Laura	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Sanchez, Melissa	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Scott, Joshua	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Segovia, Denice	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	01/29/20	06/30/20	TE B 4
Sorensen, Catherine	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Sutanto, Javier	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Teutia, Tiara	CC	Direct Instr Support - Tutor in the English Success Center	01/29/20	06/30/20	TE B 2
Tomlinson, Drea	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Torres, Alexandra	FC	Direct Instr Support - Tutor for DSS students	02/03/20	06/30/20	TE B 3
Torres, Sergio	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/29/20	06/30/20	TE A 1
Tran, Natalie	CC	Direct Instr Support - Tutor for Supplemental Instruction	01/29/20	06/30/20	TE B 1
Ungos, Gilbert	CC	Direct Instr Support - Peer Assistance Leader in LRC	01/29/20	06/30/20	TE B 1
Van Ginkel, Austin	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Velazquez, Mari	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Washington, Sean	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Waters, Kimberly	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	01/29/20	06/30/20	TE B 4
Weil, Johnny	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 3
Wert, Rachel	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Wettgen, Joseph	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Wettgen, Joseph	FC	Direct Instr Support - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2

Hourly Personnel  
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Yamamoto, Airi	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Yoon, Hajoan	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1
Yousefnejad, Arshin	FC	Direct Instr Support - Tutor for the Hornets Tutoring Program	01/13/20	06/30/20	TE A 1

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Cardenas, Alma.	FC	Technical - Substitute for Classified employee on leave	01/08/20	02/01/20	TE B 1
Taylor-Parker, Kelan	FC	Technical - Substitute for Classified employee on leave	01/02/20	01/15/20	TE B 4
Thampi, Ratsana	FC	Paraprof - State-mandated coverage in Child Care Center	02/24/20	05/26/20	TE B 3
Villegas, Luz	CC	Technical – Substitute for vacant Lab Technician CCC854	12/11/19	03/20/20	TE A 4

Temporary Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Loon, Lesley Anne	CC	Technical - Substitute for Administrative Assistant III	01/08/20	06/30/20	41, C

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Aguilar, Esther	CC	Full-time Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Agustin, Gabrielle	FC	Full-time Student - Assist the Office of Campus Communications	01/29/20	06/30/20	TE A 1
Alcaraz, Carolina	FC	Full-time Student - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2
Camargo, Marbella	CC	Work Study Student - Assist in Career Center	01/29/20	06/30/20	TE A 1
Canales, David	CC	Work Study Student - Assist in Kinesiology and Athletics	01/29/20	06/30/20	TE A 1
Cantorán, Samantha	FC	Full-time Student - Tutor for the campus Tutoring Center	01/29/20	06/30/20	TE A 1
Casillas, Vanessa	CC	Work Study Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Colman, Yuvia	FC	Full-time Student - Assist ACT with various projects	02/16/20	06/30/20	TE B 2
Dinh, Trang	CC	Full-time Student - Assist front desk at the Learning Resource Center	01/29/20	06/30/20	TE A 1
Emanuel, Chloe	FC	Full-time Student - Tutor students in the campus Tutoring Center	01/29/20	06/30/20	TE A 4

Hourly Personnel  
January 28, 2020

Flores Luna, Rodrigo	CC	Full-time Student - Assist in STEM program	01/29/20	05/22/20	TE A 1
Fredrick, Mark	FC	Full-time Student - Assist in ACT computer lab	01/29/20	06/30/20	TE A 1
Garciamayen, A.	CC	Full-time Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Gonzalez, Ana	CC	Full-time Student - Assist in Photography department/Lab Assistant	01/27/20	06/30/20	TE A 3
Grajeda, Nicholas	FC	Full-time Student – Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Hernandez, Maricruz	FC	Full-time Student - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2
Hofstetter, Andrew	CC	Full-time Student - Assist with student mentorship	01/29/20	06/30/20	TE A 3
Huynh, Tram	CC	Full-time Student - Assist front desk at the Learning Resource Center	01/29/20	06/30/20	TE A 1
Kang, De Eun	FC	Full-time Student - Assist in the Natural Science Lab	01/29/20	06/30/20	TE A 3
Key, Trinity	FC	Full-time Student - Assist the Office of Campus Communications	01/28/20	06/30/20	TE A 1
Marine, Amanda	CC	Work Study Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Masilungan, Marcelo	CC	Work Study Student - Assist in Financial Aid office	01/29/20	06/30/20	TE A 1
Meelar, Abdul	CC	Full-time Student - Assist with outreach programs to promote Media Arts	01/29/20	05/27/20	TE A 3
Nguyen, Bill	CC	Full-time Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Nguyen, Kim	CC	Full-time Student - Assist in STEM program	01/29/20	05/22/20	TE A 1
Obra, Natasha	FC	Full-time Student - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2
Oropeza, Rebecca	FC	Full-time Student - Assist the FC Honors Program	01/29/20	06/30/20	TE A 1
Pleasant, Moriah	CC	Full-time Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1
Ramirez, Adam	FC	Full-time Student - Tutor students in the campus Writing Center	01/29/20	06/30/20	TE A 2
Rojas, Elvia	NOCE	Full-time Student - Assist in Grads to be Program	01/29/20	06/30/20	TE B 3
Salgado Godinez, S.	FC	Full-time Student – Assist in the Library	01/29/20	06/30/20	TE A 1
Sandoval, Aleisa	NOCE	Full-time Student - Assist in Grads to be Program	01/29/20	06/30/20	TE B 3
Torres, Diane	CC	Full-time Student - Assist in Admissions and Records Office	01/29/20	06/30/20	TE A 1

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** January 28, 2020

**SUBJECT:** Volunteers

Action	<u>X</u>
Resolution	_____
Information	_____
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?** Not applicable.

**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 28, 2020

Name	Site	Program	Begin	End
Amador, Angela	FC	DSS- Personal Services Assistant	01/27/2020	05/23/2020
Gordon, Robert	FC	Automotive Department	07/01/2019	06/30/2020
He, Jiatian (Jaden)	FC	Math & Computer Science Division	08/26/2019	05/23/2020
Jackson, Joseph	CC	Physical Ed. Athletic Training Clinic	12/11/2019	06/30/2020
Kang, Jongdae	CC	Physical Ed. Women's Basketball Team	12/11/2019	06/30/2020
Kay, Britni	FC	Internship - Counseling & Student Dev	02/12/2020	05/23/2020
Khan, Rabia	FC	Internship - Counseling & Student Dev	02/12/2020	05/22/2020
King, Dee	NOCE	DSS - Personal Care Attendant	12/19/2019	06/20/2020
Kukaniko, Aaron	CC	Physical Ed. Women's Basketball Team	12/11/2019	06/30/2020
Macias, Margarita	CC	Internship- Counseling & Student Dev	01/28/2020	05/31/2020
Madrigal, Stephanie	NOCE	DSS - Personal Care Attendant	10/29/2019	06/26/2020
Maertens, Tina	FC	Internship - Counseling & Student Dev	01/29/2020	05/23/2020
Nagi, Keisuke	CC	Physical Ed. Women's Basketball Team	12/11/2019	06/30/2020
Rodriguez, Matthew	NOCE	DSS - Personal Service Attendant	12/03/2019	05/23/2020
Sounders, Nicole	FC	Veterans Resource Center	11/13/2019	06/30/2020
Stawniczy Jr, Peter	FC	Technology & Engineering Departments	01/27/2020	06/30/2020
Taplin, Audrey	FC	Intern - Counseling /Career Life Planning	02/12/2020	05/20/2020
Wang, Alicia	CC	Internship - EOPS Department	01/29/2020	05/22/2020
Winant, Daniel	FC	Physical Ed. Athletic Training Clinic	02/12/2020	03/01/2020

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES

**DATE:** January 28, 2020

**SUBJECT:** Elimination of Classified Position and Layoff of  
Classified Employee(s)

Action	X
Resolution	X
Information	
Enclosure(s)	X

**BACKGROUND:** Due to a lack of funds and/or lack of work, the Board of Trustees of the North Orange County Community College District hereby finds that it is in the best interest of the District that certain services now being provided by the District be eliminated at the end of the current academic year, namely District Director, Workforce & Economic Development.

In the opinion of this Board, the services performed by the classified employee in the foregoing position must similarly be eliminated at the end of the 2019-2020 academic year.

The following resolution requires Board approval in order to implement the change effective June 30, 2020:

- **Resolution No. 19/20-14:** Elimination of Classified Position and Layoff of Classified Employee(s).

**How does this relate to the five District Strategic Directions?** The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

**How does this relate to Board Policy:** This item is 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 Board adopt Resolution No.19/20-14 for the elimination and layoff of the classified position effective June 30, 2020.

Irma Ramos

Recommended by

Approved for Submittal

5.f.1

Item No.

**RESOLUTION NO. 19/20-14  
BEFORE THE BOARD OF TRUSTEES OF THE  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ELIMINATION OF CLASSIFIED POSITION AND  
LAYOFF OF CLASSIFIED EMPLOYEE(S)**

**WHEREAS**, due to a lack of funds and/or lack of work, the Board of Trustees of the **North Orange County Community College District** hereby finds that it is in the best interest of the District that certain services now being provided by the District be eliminated at the end of the current academic year, namely District Director, Workforce & Economic Development; and

**WHEREAS**, in the opinion of this Board, the services performed by the classified employee in the foregoing position must similarly be eliminated at the end of the 2019-2020 academic year.

**NOW, THEREFORE, IT IS RESOLVED AND ORDERED** by this Board of Trustees that the position listed above shall be eliminated effective **June 30, 2020** based on lack of funds and/or lack of work pursuant to Education Code sections 88017 and 88127.

**BE IT FURTHER RESOLVED** that the Chancellor or her designee is directed to give a notice of layoff to affected classified employee(s), considering displacement or bumping rights, if any, as required by the Education Code.

**APPROVED, PASSED AND ADOPTED** by the Board of Trustees of the **North Orange County Community College District** this 28th day of January, 2020, by the following vote:

AYES:  
NOES  
ABSENT:  
ABSTAINED:

\_\_\_\_\_  
Ryan Bent  
President of the Board of Trustees  
North Orange County Community College District

I, Jacqueline Rodarte, Secretary of the 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 Board of Trustees of the North Orange County Community College District at a regular meeting thereof held on January 28, 2020, by the above described vote of the Board of Trustees.

\_\_\_\_\_  
Jacqueline Rodarte  
Secretary of the Board of Trustees  
North Orange County Community College District

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	January 28, 2020	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	Board of Trustees Vacancy	Enclosure(s)	<u>    X    </u>

**BACKGROUND:** On January 7, 2020, Trustee Molly McClanahan tendered her resignation from the Board of Trustees effective January 31, 2020. The Board now has a 60-day window to either call for a special election or fill the vacant seat via a provisional appointment process no later than March 14, 2020.

If the Board orders a special election, the election would take place on the next established election date, which under current law would be November 3, 2020.

If the Board opts to implement the provisional appointment process, the Chancellor would be directed to post and announce the vacancy and request submission of applications for a replacement in Trustee Area 4. That process must conclude by March 14, 2020. The person appointed to fill the vacancy would hold office until the next regularly scheduled election on November 3, 2020.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

**How does this relate to Board Policy:** This item is in accordance with Board Policy 2110, Vacancies on the Board.

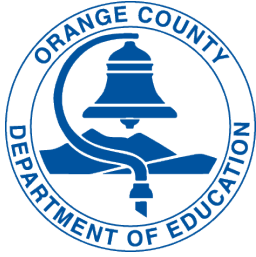
**FUNDING SOURCE AND FINANCIAL IMPACT:** Not applicable.

**RECOMMENDATION:** It is recommended that the Board determine whether to call for an election or conduct a provisional appointment process to fill the vacancy in Trustee Area 4.

Cheryl Marshall  
Recommended by

Approved for Submittal

6.a.1  
Item No.



## Time Frame for Filling a Vacancy on the Board of Trustees, North Orange County Community College District

Scenario #1: A provisional appointment is made, and no citizens' petition is filed

January 14, 2020

On January 14, 2020 the Orange County Department of Education received Trustee Molly McClanahan's resignation letter effective January 31, 2020.

Her term was set to expire in 2020.

March 14, 2020

The remainder of the Board of Trustees of the North Orange County Community College District has **60 days** to either call a special election or make a provisional appointment to fill the seat. The 60 day deadline would be March 14, 2020.  
E.C. §5091(a)

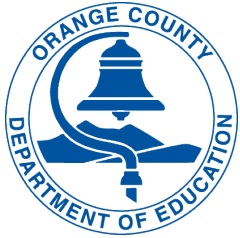
For purposes of this scenario, assume provisional appointment is made no later than March 14, 2020, and no citizens' petition is filed to unseat the appointee and force a special election.

The appointee serves until the next regularly scheduled election for North Orange County Community College District's governing board.

The next regularly scheduled election for the governing board is on November 3, 2020.  
E. C §5091(e)

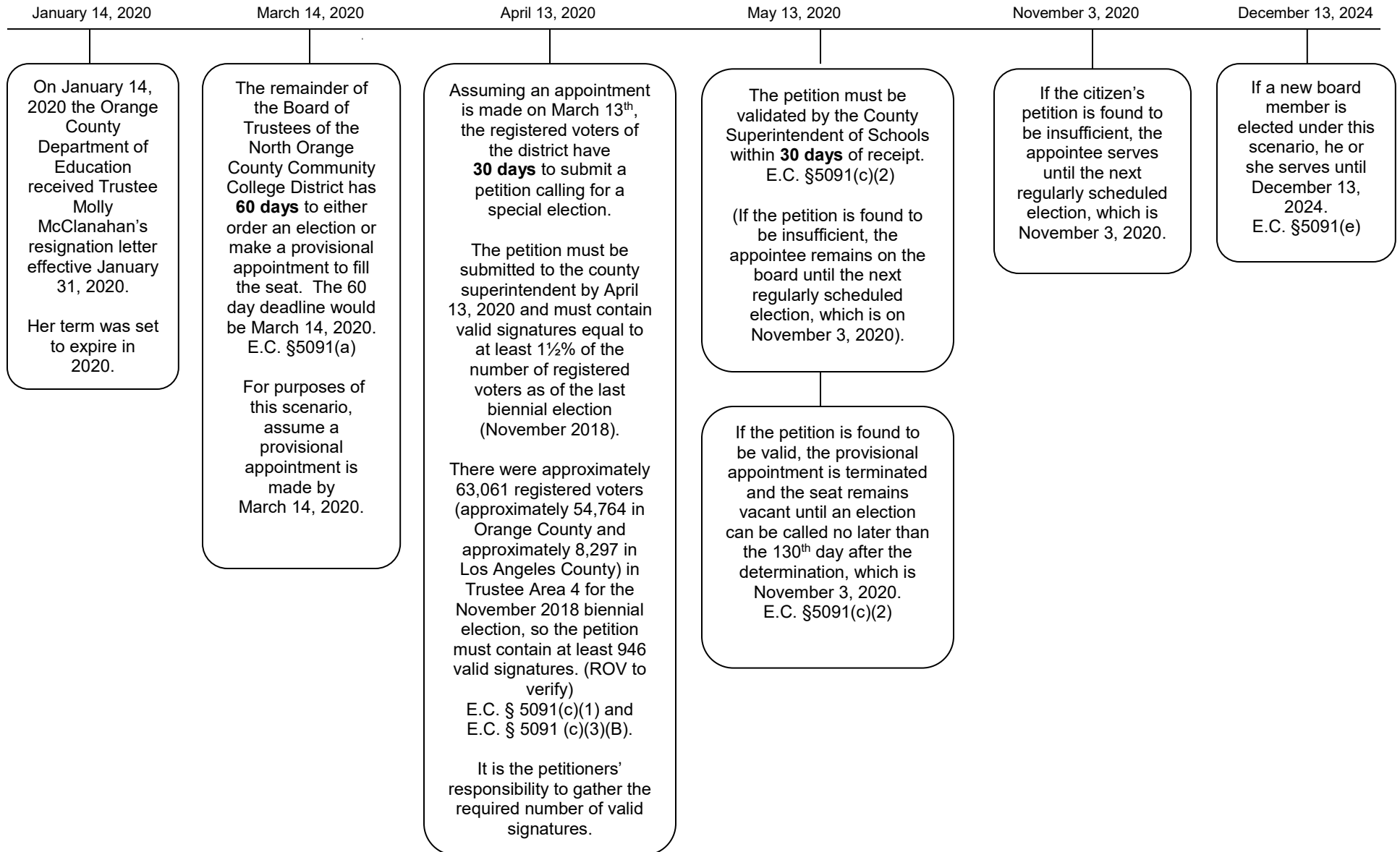
December 11, 2020

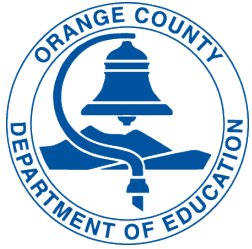
End of the provisional appointee's term.  
E. C §5091(e)



## Time Frame for Filling a Vacancy on the Board of Trustees, North Orange County Community College District

### Scenario #2: A provisional appointment is made, and a citizens' petition is filed





## Time Frame for Filling a Vacancy on the Board of Trustees, North Orange County Community College District

Scenario #3: A special election is called to fill the vacancy

January 14, 2020

On January 14, 2020 the Orange County Department of Education received Trustee Molly McClannhan's resignation letter effective January 31, 2020.

Her term was set to expire in 2020.

March 14, 2020

The remainder of the Board of Trustees of the North Orange County Community College District has **60 days** to either call a special election or make a provisional appointment to fill the seat. The 60 day deadline would be March 14, 2020.  
E.C. §5091(a)

For purposes of this scenario, assume that the remainder of district board members decide to order an election to fill the seat.

The election must be held on the next established election date provided pursuant to Elections Code 1000 not less than 130 days after the order of the election.  
E. C. §5091(b).

For 2020, the next established election date is November 3, 2020.  
Elections Code §1000

November 3, 2020

An election is held to fill the seat.

The successor will serve a full term for Trustee Area 4, that ends on December 13, 2024.  
E.C. §5091(e)

## APPLICABLE GOVERNMENT, ELECTION, AND EDUCATION CODES

### GOVERNMENT CODE SECTION 1770

An office becomes vacant on the happening of any of the following events before the expiration of the term:

(a) The death of the incumbent.

(b) An adjudication pursuant to a quo warranto proceeding declaring that the incumbent is physically or mentally incapacitated due to disease, illness, or accident, and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his or her office for the remainder of his or her term. This subdivision shall not apply to offices created by the California Constitution nor to federal or state legislators.

(c) (1) His or her resignation, except as provided in paragraph (2).

(2) In the case of the office of city council member, upon the delivery of a letter of resignation by the resigning council member to the city clerk. The letter of resignation may specify a date on which the resignation will become effective.

(d) His or her removal from office.

(e) His or her ceasing to be an inhabitant of the state, or if the office be local and one for which local residence is required by law, of the district, county, or city for which the officer was chosen or appointed, or within which the duties of his or her office are required to be discharged.

(f) His or her absence from the state without the permission required by law beyond the period allowed by law.

(g) His or her ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness, or when absent from the state with the permission required by law.

(h) His or her conviction of a felony or of any offense involving a violation of his or her official duties. An officer shall be deemed to have been convicted under this subdivision when trial court judgment is entered. For purposes of this subdivision, "trial court judgment" means a judgment by the trial court either sentencing the officer or otherwise upholding and implementing the plea, verdict, or finding.

(i) His or her refusal or neglect to file his or her required oath or bond within the time prescribed.

(j) The decision of a competent tribunal declaring void his or her election or appointment.

(k) The making of an order vacating his or her office or declaring the office vacant when the officer fails to furnish an additional or supplemental bond.

(l) His or her commitment to a hospital or sanitarium by a court of competent jurisdiction as a drug addict, dipsomaniac, inebriate, or stimulant addict; but in that event the office shall not be deemed vacant until the order of commitment has become final.



(m) (1) The incumbent is listed in the Excluded Parties List System and all of the following subparagraphs apply:

(A) The office is one that the incumbent holds ex officio, by virtue of holding another office, or as an appointee.

(B) The appointed or ex officio office is on the governing board of a local agency that is, or may reasonably be expected to be, a participant or principal in a covered transaction, pursuant to federal law.

(C) A federal agency head or designee has not granted the incumbent an exception, in writing, permitting the incumbent to participate in a particular covered transaction in which the local agency is, or may reasonably be expected to be, a participant or principal.

(2) For purposes of this subdivision, the following terms have the following meanings:

(A) "Excluded Parties List System" means the list maintained and disseminated by the federal General Services Administration containing names of, and other information about, persons who are debarred, suspended, disqualified, or otherwise excluded from participating in a covered transaction, pursuant to federal law.

(B) "Local agency" includes, but is not limited to, a county, whether general law or chartered, city, whether general law or chartered, city and county, school district, municipal corporation, district, political subdivision, or any board, commission, or agency of one of these entities.

(C) "Federal law" includes, but is not limited to, federal regulations adopted pursuant to Section 2455 of Public Law 103-355 (108 Stat. 3327), Executive Order No. 11738, Executive Order No. 12549, and Executive Order No. 12689.

(3) This subdivision shall not apply to an elective office.

*(Amended by Stats. 2014, Ch. 725, Sec. 1. (AB 1795) Effective January 1, 2015.)*

## **ELECTIONS CODE SECTION 1000**

The established election dates are as follows:

(a) The first Tuesday after the first Monday in March of each year.

(b) The second Tuesday of April in each even-numbered year.

(c) The first Tuesday after the first Monday in November of each year.

*(Amended by Stats. 2019, Ch. 562, Sec. 1. (AB 1829) Effective January 1, 2020.)*

## **EDUCATION CODE SECTIONS 5091-5093**

### **5091.**

(a) (1) If a vacancy occurs, or if a resignation has been filed with the county superintendent of schools containing a deferred effective date, the school district or

community college district governing board shall, within 60 days of the vacancy or the filing of the deferred resignation, either order an election or make a provisional appointment to fill the vacancy. A governing board member may not defer the effective date of his or her resignation for more than 60 days after he or she files the resignation with the county superintendent of schools.

(2) In the event that a governing board fails to make a provisional appointment or order an election within the prescribed 60-day period as required by this section, the county superintendent of schools shall order an election to fill the vacancy.

(b) When an election is ordered, it shall be held on the next established election date provided pursuant to Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code not less than 130 days after the order of the election.

(c) (1) If a provisional appointment is made within the 60-day period, the registered voters of the district may, within 30 days from the date of the appointment, petition for the conduct of a special election to fill the vacancy. A petition shall be deemed to bear a sufficient number of signatures if signed by at least the number of registered voters of the district equal to  $1\frac{1}{2}$  percent of the number of registered voters of the district at the time of the last regular election for governing board members, or 25 registered voters, whichever is greater. However, in districts with less than 2,000 registered voters, a petition shall be deemed to bear a sufficient number of signatures if signed by at least 5 percent of the number of registered voters of the district at the time of the last regular election for governing board members.

(2) The petition shall be submitted to the county superintendent of schools having jurisdiction who shall have 30 days to verify the signatures. If the petition is determined to be legally sufficient by the county superintendent of schools, the provisional appointment is terminated, and the county superintendent of schools shall order a special election to be conducted no later than the 130th day after the determination. However, if an established election date, as defined in Section 1000 of the Elections Code, occurs between the 130th day and the 150th day following the order of the election, the county superintendent of schools may order the special election to be conducted on the established election date.

(3) For purposes of this section, "registered voters" means the following:

(A) If the district uses the at-large method of election, as defined in subdivision (a) of Section 14026 of the Elections Code, registered voters of the entire school district or community college district.

(B) If the district uses district-based elections, as defined in subdivision (b) of Section 14026 of the Elections Code, registered voters of the election district.

(d) A provisional appointment made pursuant to subdivision (a) confers all powers and duties of a governing board member upon the appointee immediately following his or her appointment.

(e) A person appointed to fill a vacancy shall hold office only until the next regularly scheduled election for district governing board members that is scheduled 130 or more days after the effective date of the vacancy, whereupon an election shall be held to fill the vacancy for the remainder of the unexpired term. A person elected at

an election to fill the vacancy shall hold office for the remainder of the term in which the vacancy occurs or will occur.

(f) (1) If a petition calling for a special election is circulated, the petition shall meet all of the following requirements:

(A) The petition shall contain the estimate of the elections official of the cost of conducting the special election.

(B) The name and residence address of at least one, but not more than five, of the proponents of the petition shall appear on the petition, each of which proponents shall be a registered voter of the school district or community college district, as applicable.

(C) None of the text or other language of the petition shall appear in less than six-point type.

(D) The petition shall be prepared and circulated in conformity with Sections 100 and 104 of the Elections Code.

(2) If any of the requirements of this subdivision are not met as to any petition calling for a special election, the county superintendent of schools shall not verify the signatures, nor shall any further action be taken with respect to the petition.

(3) No person shall permit the list of names on petitions prescribed by this section to be used for any purpose other than qualification of the petition for the purpose of holding an election pursuant to this section.

(4) The petition filed with the county superintendent of schools shall be subject to the restrictions in Section 6253.5 of the Government Code.

(g) Elections held pursuant to subdivisions (b) and (c) shall be conducted in as nearly the same manner as practicable as other governing board member elections.

*(Amended by Stats. 2014, Ch. 909, Sec. 1. (AB 2562) Effective January 1, 2015.)*

## **5092.**

Whenever a provisional appointment is made to the governing board of a school district pursuant to Section 5091, the board shall, within 10 days of the provisional appointment of a person to fill a vacancy which occurs or will occur, post notices of both the actual vacancy or the filing of a deferred resignation and also the provisional appointment in three public places in the district and shall publish a notice pursuant to Section 6061 of the Government Code. If there is no newspaper of general circulation published in the district, notice need not be published.

The notice shall state the fact of the vacancy or resignation and the date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation. The notice shall also contain the full name of the provisional appointee to the board and the date of his appointment, and a statement that unless a petition calling for a special election, containing a sufficient number of signatures, is filed in the office of county superintendent of schools within 30 days of the date of the provisional appointment, it shall become an effective appointment.

*(Enacted by Stats. 1976, Ch. 1010.)*

**5093.**

(a) There shall be no special election or appointment to fill a vacancy on a governing board if the vacancy occurs within four months of the end of the term of that position.

(b) Section 5091 shall not apply to a vacancy on a governing board if the vacancy occurs, or a resignation specifying a deferred effective date is filed with the county superintendent of schools, during the period between six months and 130 days prior to a regularly scheduled governing board election and the position is not scheduled to be filled at such election. In such a case, the position shall be filled at a special election for that position to be consolidated with the regular election. A person elected to fill a position under this subdivision shall take office at the next regularly scheduled meeting of the governing board following the certification of the election and shall serve only until the end of the term of the position which he or she was elected to fill.

(c) If a special election pursuant to Section 5091 could be consolidated with the next regular election for governing board members, and the vacant position is scheduled to be filled at such regular election, there shall be no special election.

*(Amended by Stats. 1984, Ch. 32, Sec. 2.)*

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
<b>DATE:</b>	January 28, 2020	Information	X
		Enclosure(s)	X
<b>SUBJECT:</b>	Revised Board Policies		

**BACKGROUND:** The Board Policies included in this agenda item were reviewed and revised to reflect content revisions recommended by Jane Wright, CCLC Consultant and by District staff.

The District Consultation Council reviewed, discussed, and reached consensus on the following revised Board Policies on November 25, 2019:

### **Chapter 3, General Institution**

**BP 3440, Service Animals:** This policy was reviewed as part of the 6-year review cycle and there were no edits.

**BP 3500, Campus Safety:** This policy was reviewed as part of the 6-year review cycle and revised to include a minor edit in Section 1.0 and update the corresponding board policies and administrative procedures.

**BP 3501, Campus Security and Access:** This policy was reviewed as part of the 6-year review cycle and revised to update the "Reference" section and update the corresponding board policy and administrative procedures.

**BP 3505, Emergency Response Plan:** This policy was reviewed as part of the 6-year review cycle and revised to update the corresponding board policy and administrative procedure.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

**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 following proposed, revised Board Policies:

- BP 3440, Service Animals
- BP 3500, Campus Safety

- BP 3501, Campus Security and Access
- BP 3505, Emergency Response Plan

Once adopted by the Board of Trustees, the revised policies will be placed on the District's website, where they will be readily accessible by students, employees, and the general public.

## **BP 3440 Service Animals**

Reference:

**The Americans with Disabilities Act of 1990 – 42 United States Code Sections 12101 et seq.;**  
**28 Code of Federal Regulations Part 35;**  
**28 Code of Federal Regulations Part 36;**  
**34 Code of Federal Regulations Part 104.44(b)**

- 1.0 In order to prevent discrimination on the basis of disability, the District will allow an individual with a disability to use a service animal in District facilities and on District campuses in compliance with state and federal law.

**Date of Adoption:** November 22, 2011

## **BP 3500 Campus Safety**

Reference:

**Education Code Section 67380 (a) (4)**

- 1.0 The Board [of Trustees](#) is committed to a safe and secure work and learning environment within the District. To that end, the Chancellor shall establish a campus safety plan and ensure that it is posted or otherwise made available to students. The campus safety plan shall include availability and location of safety personnel, methods for summoning assistance of safety personnel, and special safeguards that have been established, any actions taken in the preceding 18 months to increase safety, and any changes in safety precautions to be made during the next 24 months.

See Administrative Procedure 3500, [Campus Safety; Board Policy 3505, Emergency Response Plan; Board Policy 7600, Campus Safety Officers; and Administrative Procedure 7600, Campus Safety Officers](#).

**Date of Adoption:** March 23, 2004



## **BP 3501 Campus Security and Access**

Reference:

**34 Code of Federal Regulations Part 668.46(b)(3);  
ACCJC Accreditation Standard III.B.1;  
WASC/ACS Criterion 7, Indicator 7.1; [and](#) Criterion 8, Indicator 8.4**

1.0 The Chancellor shall establish procedures for security and access to District facilities.

See Administrative Procedure 3501, [Campus Security and Access; Board Policy 6520, Security for District Property; and Administrative Procedure 6520, Security for District Property.](#)

**Date of Adoption:** November 22, 2011

**Date of Last Revision:** September 14, 2016 Chancellor's Staff  
April 22, 2015 Chancellor's Staff

## **BP 3505 Emergency Response Plan**

Reference:

**Education Code Sections 32280 et seq. and 71095;**  
**Government Code Sections 3100 and 8607(a);**  
**Homeland Security Act of 2002;**  
**National Fire Protection Association 1600;**  
**Homeland Security Presidential Directive-5;**  
**Executive Order S-2-05;**  
**19 California Code of Regulations Sections 2400-2450;**  
**34 Code of Federal Regulations Part 668.46(g)**

- 1.0 The District shall have emergency response and evacuation procedures for notifying the campus community in the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.
- 2.0 The Chancellor shall establish procedures that ensure that the District implements a plan to be activated in the event of an emergency or the occurrence of a natural disaster or hazardous condition. This plan must comply with the National Incident Management System (NIMS), the Standardized Emergency Management Systems (SEMS) and should incorporate the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA), and any other relevant programs. The plan must incorporate NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural disaster.
- 3.0 Compliance with NIMS and SEMS mandates include but are not limited to:
  - 3.1 Establishing disaster preparedness procedures or a plan; and
  - 3.2 Completion of training sessions by college personnel in compliance with NIMS and SEMS guidelines.
    - 3.2.1 Training requirements vary based on job titles or assigned roles within the emergency plan.
- 4.0 College personnel must be informed that as public employees, they are also disaster service workers during national, state, and local emergencies. The District must ensure that its employees are in compliance with the disaster service worker oath requirements.
- 5.0 The Chancellor shall ensure that a team is created to carry out compliance with NIMS and SEMS mandates. The responses to emergencies or natural disasters are organized by SEMS into five categories: field response, local government, operational areas, regions, and state.
- 6.0 The plan shall contain information regarding activation and chain of command responsibilities. Compliance with NIMS mandates requires planning and incorporation for all phases of emergency management including mitigation and prevention, preparedness, response, and recovery. The District must ensure that its plan is updated regularly. Colleges must comply with NIMS and SEMS to receive federal or state funding.

North Orange County Community College District  
**BOARD POLICY**  
Chapter 3  
General Institution

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**BP 3505 Emergency Response Plan**

See [Board Policy 6520, Security for District Property and](#) Administrative Procedure ~~3505~~  
[6520, Security for District Property.](#)

**Date of Adoption:** November 22, 2011

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

<b>TO:</b>	BOARD OF TRUSTEES	Action	<u>    X    </u>
<b>DATE:</b>	January 28, 2020	Resolution	<u>          </u>
		Information	<u>          </u>
<b>SUBJECT:</b>	CCCT Board of Directors Nomination for Membership	Enclosure(s)	<u>    X    </u>

**BACKGROUND:** The California Community College Trustees (CCCT) Board serves a major role within the Community College League of California. Meeting five times a year, the 22-member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT Board will be accepted in the League Office. Nominations are to be made by a member district board of trustees, and each district may nominate only members of its board. Each nominee must be a local community college district trustee, other than a student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board. An official Biographical Sketch Form and Statement of Candidacy must accompany the Nominating Ballot mailed to the League Office.

The election of members of the CCCT Board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT Board. Nine persons will be elected to the Board this year: six incumbents are eligible to run for re-election and three vacancies due to term limits. In accordance with the CCCT Board Governing Policies, CCCT Board members shall be elected for three-year terms. No CCCT Board member shall serve more than three (3) full terms consecutively.

**How does this relate to the five District Strategic Directions?** This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

**How does this relate to Board Policy:** Not applicable.

**FUNDING SOURCE AND FINANCIAL IMPACT:** Not applicable.

**RECOMMENDATION:** It is recommended that the Board consider nominating a trustee for membership on the California Community College Trustees Board of Directors.



**CCCT BOARD**  
**NOMINATION FORM**  
**2020**

Must be **emailed to [agnes@ccleague.org](mailto:agnes@ccleague.org) no later than February 15, 2020**, along with the statement of candidacy and biographic sketch form. These forms may also be completed on the League website by following this link.

The governing board of the  
nominates

Community College District  
to be a candidate for the CCCT Board.

This nominee is a member of the  
governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

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Signature of Clerk or Secretary of Governing Board

# NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**TO:** BOARD OF TRUSTEES  
**DATE:** January 28, 2020  
**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?** This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

**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.

Cheryl Marshall  
\_\_\_\_\_  
Recommended by

\_\_\_\_\_  
Approved for Submittal

6.d  
\_\_\_\_\_  
Item No.