



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

MEETING: Regular Meeting in February 2018

DATE: Tuesday, February 13, 2018, 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**
 - * **Organizational Structure Analysis Update**
By: Collaborative Brain Trust (CBT)
 - * **2018-19 Proposed State Funding Formula**
By: Cheryl Marshall, Chancellor, and Fred Williams, Vice Chancellor, Finance & Facilities

- g. **Comments:**
College Presidents/Provost
Resource Table Personnel
Members of the Board of Trustees
- h. **Approval of Minutes of the Regular Meeting of January 23, 2018.**
- 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.

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 authorize the 2017-2018 General Fund transfers. **(The Resolution is available for review in the District's Business Office.)**
- c. It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended December 31, 2017
- d. It is recommended that the Board receive the Quarterly Investment Report for the quarter ended December 31, 2017.
- [e] It is recommended that the Board authorize to declare items surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items.
- [f] It is recommended that the Board adopt a resolution to approve the Purchase of a custom-built vehicle from FlyMotionUS for the Fullerton College Media Studies Department. **(The Resolution is available for review in the District's Business Office.)**
- [g] It is recommended that the Board authorize the District to enter into a Master Agreement with Dovetail for the purpose of Furniture, Fixture & Equipment (FF&E) Consulting Services for the District pursuant to Request for Proposal (RFP) #1718-09, Furniture, Fixtures & Equipment (FF&E) Consultant Services for Districtwide Construction Projects.
- [h] It is recommended that the Board authorize renewal of the consultant agreement with Nossaman LLP beginning on February 1, 2018 through January 31, 2019.
- [i] It is recommended that the Board authorize travel for Dr. Jo Wu, Fullerton College biology professor, to attend the 2018 Amgen Biotech Experience Annual Meeting in Dublin, Ireland from April 19-28, 2018.

4. **INSTRUCTIONAL RESOURCES**

- a. It is recommended that the Board receive as information the North Orange County Community College District Student Success Scorecard information.
- [b] It is recommended that the Board authorize acceptance of new revenue from the California Community College Chancellor's Office Institutional Effectiveness Partnership Initiative in the amount of \$200,000.
- [c] Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2018 Fall Study Abroad Program in Barcelona, Spain.

5. **HUMAN RESOURCES**

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

Change in Salary Classification
 Leaves of Absence
 Management Mini-Sabbatical Leave
 Temporary Academic Hourly

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

New Personnel
 Rehire
 Change in Salary Step
 Promotion
 Voluntary Changes in Assignment
 Professional Growth & Development
 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 of academic and classified retirements for staff participating in the Supplemental Early Retirement Plan (SERP) offered to eligible employees, effective 2018.

6. **GENERAL**

- a. It is recommended that the Board adopt Resolution No. 17/18-10, Trustee Absence, verifying that Trustee Ryan Bent was absent on January 23, 2018 due to hardship.

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

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 13, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>X</u>

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

The purchase order numbers P0121453 - P0122165, check numbers C0046883 - C0047023; F0220599 - F0220867; Q0005936 - Q0005971; 88472692 - 88473782; V0031486 - V0031503; 70085513 - 70085653; disbursements E8723397 - E8723579; 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 Higher One 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 P0121453 - P0122165 through January 24, 2018, totaling \$1,560,039.72, and check numbers C0046883 - C0047023, totaling \$71,802.03; check numbers F0220599 - F0220867, totaling \$8,073,064.39; check numbers Q0005936 - Q0005971, totaling \$2,785.00; check numbers 88472692 - 88473782, totaling \$3,910,481.82; check numbers V0031486 - V0031503, totaling \$9,063.00; check numbers 70085513 - 70085653, totaling \$7,751.00; and disbursements E8723397 - E8723579, totaling \$229,094.25, through January 31, 2018.

Fred Williams

Recommended by

Approved for Submittal

3.a

Item No.

BOARD RECAP
FOR THE PERIOD JANUARY 5, 2018, THROUGH JANUARY 24, 2018
BOARD MEETING 2/13/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0121453	Ludford, Deborah R	\$ 420.48		AC	Reimbursement for Domain Registration Fees
P0121691	Stater Bros Markets - A CA Corp	\$ 300.00		NOCE	Blanket Order for Lab Supplies
P0121775	A Alvarado Painting	\$ 39,400.00	Capital Outlay	AC	Labor and Materials to Repaint Bldg. 2100 @ FC
P0121826	Amazon Business	\$ 1,584.46		CC	Lab Supplies
P0121828	YBH Restaurants Inc	\$ 473.03		CC	Catering for Latino Faculty Holiday Event
P0121830	North Orange County Chamber	\$ 500.00		AC	Membership Board Fee
P0121831	Sodexo Inc and Affiliates	\$ 496.03		FC	Catering for Student Club Activities
P0121832	M-F Athletic Company Inc	\$ 254.38		FC	Athletic Supplies
P0121834	GST	\$ 447.92		FC	Computer
P0121835	GST	\$ 52,708.14		FC	Computers
P0121836	Visual Apex Inc	\$ 90,149.06		FC	Projectors
P0121837	Coast Arbor	\$ 775.00		AC	Cleaning Services
P0121838	Join Review Committee on Education	\$ 2,100.00		CC	Annual Accreditation Fee
P0121839	Join Review Committee on Education	\$ 50.00		CC	Ultrasound Accreditation Fee
P0121840	Cal Pro Specialties	\$ 965.98		NOCE	Promotional Materials
P0121841	Young, Eldon A	\$ 340.45		CC	Puente Program Funding Reimbursement
P0121842	Amazon Business	\$ 295.82		CC	Lab Supplies
P0121843	Cal Pro Specialties	\$ 1,674.25		NOCE	Promotional Materials
P0121844	Sonne, Kathryn L	\$ 4.00		CC	Reimbursement for Cal State Fullerton Field Trip Parking
P0121846	Cavin, Robert G	\$ 413.00		CC	Sabbatical Reimbursement
P0121847	Ellis, Pilar H	\$ 79.00		FC	Reimbursement for Workshop Registration
P0121848	Center for Education & Employment Law	\$ 241.95		FC	Publication Subscription
P0121849	Emergency Ambulance Service	\$ 600.00		FC	Standby Ambulance Service for PE Department
P0121850	Duran, Wheaton, Kimble	\$ 5,836.08		FC	Lab Supplies
P0121851	Thousand Oaks Optical	\$ 114.67		CC	Lab Supplies
P0121852	Southern California Edison Company	\$ 996.20	Capital Outlay	AC	Scheduled Power Outage for Wilshire Project @ FC
P0121853	Home Depot	\$ 2,017.91		FC	(1) Washer & (1) Drying Machine for the PE Department
P0121869	Black Sheep Enterprises	\$ 7,810.82		FC	Drapes for the Theatre Department
P0121870	Constant Contact, Inc	\$ 588.00		AC	Mailing Services
P0121871	Mikel Hogan	\$ 2,500.00		AC	Workshop Speaker for District Diversity
P0121872	Penn State University Press	\$ 350.00		CC	Counseling Center Assessment Membership
P0121873	Imaginavi Inc	\$ 1,814.90		FC	Promotional Materials
P0121874	Orvac Electronics	\$ 9,214.92		FC	Classroom Supplies District Diversity Curriculum
P0121875	Katarina Scalise	\$ 400.00		FC	Honorarium for Journalism Dept.
P0121876	Madalyn Amato	\$ 600.00		FC	Honorarium for Journalism Dept.
P0121877	GST	\$ 1,940.05		FC	Computer
P0121878	Toshiba Business Solutions	\$ 957.72		CC	Copier
P0121879	Midwest Medical Supply Co LLC	\$ 4,427.42		CC	Lab Supplies
P0121880	Plumbing & Industrial Supply	\$ 12,237.72	Capital Outlay	AC	Plumbing Parts and Materials @ FC

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0121881	Sign A Rama	\$ 3,056.80		NOCE	Banners and Installation
P0121882	Romulo Alejandro	\$ 150.00		FC	Honorarium for Radio and Broadcasting Dept.
P0121883	McMurray Stern Inc	\$ 26,937.50	Bond	AC	Flat Files Cabinets in Plan Room @ AC
P0121884	Fullerton Photographics	\$ 5,107.62		FC	Computer Monitor
P0121885	Carls Laundry Repair Inc	\$ 4,505.33		FC	Drying Machine with Install for the PE Department
P0121886	Federal Express	\$ 100.49		FC	Shipping Cost
P0121888	Western State Design Inc	\$ 260.50		FC	Washing Machine Repairs
P0121904	Leonard Chaidez Tree Service	\$ 17,235.00		CC	Campus wide Tree Trimming Service
P0121905	B & H Photo Video Inc	\$ 3,960.43		FC	Lab Supplies
P0121906	Fujitsu Computer Products of America Inc	\$ 398.00		FC	Maintenance Agreement
P0121907	City of Anaheim	\$ 35.00		NOCE	Business license Renewal
P0121908	Digital Art Supplies	\$ 5,000.00		CC	Blanket Order for Ink Supplies
P0121909	Willdan Geotechnical	\$ 6,700.00	Capital Outlay	AC	Geotechnical Testing for Softball Field @ FC
P0121910	Diamedical USA Equipment LLC	\$ 274.31		CC	Lab Supplies
P0121911	Allsteel Inc	\$ 61,961.73		NOCE	Office Furniture -Adult Education Block Grant Program
P0121912	Pocket Nurse Enterprises Inc	\$ 163.81		CC	Lab Supplies
P0121913	Denise Parra	\$ 600.11		FC	CARE Auto Maintenance Reimbursement
P0121914	California Geological Survey	\$ 3,600.00	Bond	AC	Geological Survey for Veterans Resource Center @ CC
P0121915	California Geological Survey	\$ 3,600.00	Bond	AC	Geological Survey for Science Building @ CC
P0121921	ITC Systems USA Inc	\$ 333.31		NOCE	Equipment Repair
P0121922	YBH Restaurants Inc	\$ 1,997.70		NOCE	Catering for Student Equity Conference
P0121923	A Alvarado Painting	\$ 3,784.00		FC	Wall Guard Chair Railing Installation
P0121924	BMP Solutions	\$ 15,355.00	Bond	AC	Erosion Control Project at Parking Lot 4 @ CC
P0121925	American Fence Company Inc	\$ 10,850.98	Bond	AC	Temporary Fence for Parking Lot 4 & 5 @ CC
P0121926	Vernier Software & Technology	\$ 14,007.71		CC	Lab Equipment
P0121927	Campus Security Systems	\$ 85,489.63		CC	Window Shield Material for Security Project
P0121928	Gregory Ryan	\$ 50.00		FC	Western Assoc of Student Financial Aid Membership
P0121929	YBH Restaurants Inc	\$ 1,378.12		CC	Catering for Counselor Breakfast Meeting
P0121930	Ricoh USA	\$ 11.50		FC	Shipping Fees
P0121935	Hispanic Ass of Colleges & Univ	\$ 10,675.00		AC	Institutional Membership
P0121936	Amazon Business	\$ 549.49		CC	Computer Supplies
P0121937	Environmental Management Technologies	\$ 4,835.00		FC	Hazardous Waste Removal
P0121939	iT1 Source LLC	\$ 633.57		NOCE	Computer Hard Drive
P0121940	Sasco Electric	\$ 13,525.00		FC	Network Cabling Installation
P0121941	YBH Restaurants Inc	\$ 235.97		CC	Catering Science Engineering and Math Meeting
P0121942	Rainin Instrument	\$ 5,976.26		FC	Lab Supplies
P0121943	B & H Photo Video Inc	\$ 211.60		FC	Classroom Supplies
P0121944	GST	\$ 16,460.60	Capital Outlay	FC	Classroom Presentation Station Upgrade
P0121945	Blackboard, Inc	\$ 4,400.00		CC	License Subscription Renewal
P0121946	GST	\$ 140.08		FC	Computer Supplies
P0121947	Promotional Concepts Enterprises	\$ 4,616.93		CC	Promotional Supplies
P0121948	Avid Technology Inc	\$ 2,250.00		FC	Site License for the Music Department

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0121949	GoEngineer Inc	\$ 7,680.00		CC	Software License Renewal
P0121950	Adorama	\$ 5,650.40		FC	Instructional Supplies
P0121951	B & H Photo Video Inc	\$ 398.14		FC	Instructional Supplies
P0121952	Pacific Coast Entertainment	\$ 627.12		FC	Lab Supplies
P0121953	Snap-on Business Solutions	\$ 5,046.74		FC	Lab Supplies
P0121954	Perkin Elmer Informatics Inc	\$ 1,575.00		FC	Software License
P0121955	Bio Corporation	\$ 2,947.16		CC	Lab Supplies
P0121956	Care Ambulance Service, Inc	\$ 500.00		FC	Standby Ambulance Service for the PE Department
P0121957	Buddy's All Stars, Inc.	\$ 2,164.20		FC	Athletic Uniforms
P0121958	NOVA Solutions Inc	\$ 4,983.53		FC	Computer Supplies
P0121959	Island Advertising Specialties	\$ 10,916.92		FC	Promotional Materials
P0121960	Sasco Electric	\$ 13,300.00		FC	Network Cabling Installation
P0121961	Snap-on Business Solutions	\$ 21,653.00		CC	Storage System for the Culinary Arts Department
P0121962	Broadcast Supply Worldwide	\$ 947.51		FC	Software License
P0121963	BSN Sports LLC	\$ 340.92		FC	Athletic Equipment
P0121964	Turning Technologies, Inc	\$ 2,225.49		FC	Lab Supplies
P0121965	Jennifer Coopman	\$ 358.50		AC	Sabbatical Reimbursement
P0121966	Pearson VUE	\$ 24,000.00		CC	Maintenance Subscription Renewal
P0121967	Sesac Inc	\$ 735.36		CC	Copyright License Fees
P0121968	Fullerton Paint and Flooring	\$ 2,910.13		FC	Classroom Supplies
P0121969	BSN Sports LLC	\$ 3,663.54		FC	Athletic Clothing
P0121970	Theresa Tapia	\$ 4,000.00		FC	Counseling Services
P0121971	Orange County Business Council	\$ 5,000.00		AC	Institutional Membership
P0121972	Therese Mosqueda-Ponce	\$ 274.33		CC	Reimbursement for Puente Program Holiday Event
P0121973	Kathryn Sonne	\$ 9.00		CC	Parking Reimbursement for Latino Theater Company
P0121974	YBH Restaurants Inc	\$ 1,416.05		CC	Catering for the Puente Program
P0121975	Digital Networks Group Inc	\$ 540.00		AC	Projector Screen Cleaning Services
P0121976	Center for Education & Employment Law	\$ 195.00		CC	Publication Subscription
P0121977	Anaheim Union High School District	\$ 216.00		CC	Student Transportation Services to Cypress College
P0121978	School Datebooks Inc	\$ 1,528.10		FC	College Campus Planner for the DSS Department
P0121979	County of Orange	\$ 542.50		CC	Medical Waste Disposal Fee
P0121980	Center for Education & Employment Law	\$ 241.95		CC	Publication Subscription
P0121981	Amazon Business	\$ 297.11		CC	Computer Supplies
P0121982	Metal Bars Inc	\$ 1,106.66		FC	Classroom Supplies
P0121983	Sasco Electric	\$ 11,200.00		FC	Network Cable Installation
P0121984	Metalcenter	\$ 2,980.18		FC	Instructional Materials
P0121985	Assist Design	\$ 4,433.07		CC	Graduation Sashes for the Educational Opportunity Dept.
P0121986	Printed Stitches	\$ 721.75		CC	Promotional Materials
P0121987	Community College League of California	\$ 35,000.00		AC	Consultant Services for Board Policy & Admin Procedures
P0121991	MacKay Meters Inc	\$ 3,232.50		CC	Software Subscription
P0121992	Scantron Corporation	\$ 303.15		CC	Classroom Supplies
P0121993	CPP Inc	\$ 11,435.00		CC	Software Maintenance Renewal

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0121996	VTL Inc	\$ 1,974.89		FC	Instructional Supplies
P0121997	Sodexo Inc and Affiliates	\$ 377.13		FC	Catering for Manufacturing Day Event
P0121998	Stored Value Marketing	\$ 20,023.05		CC	Gas Cards for the Educational Opportunity Department
P0121999	Nasco Modesto	\$ 622.96		CC	Lab Supplies
P0122000	Laboratory Supply Network Inc	\$ 5,268.98		FC	Lab Equipment
P0122016	Ergoprise	\$ 460.63		FC	Keyboard Stand for the Transfer Center
P0122017	Big Nerd Software LLC	\$ 114.00		CC	Software License
P0122035	City of Cypress	\$ 690.00		CC	Facility Rental for Science Tech Program Orientation
P0122036	Stater Bros Markets - A CA Corp	\$ 500.00		NOCE	Blanket Order for Food Supplies
P0122037	Title Boxing LLC	\$ 788.86		FC	Athletic Supplies
P0122038	Fisher Scientific Co LLC	\$ 1,748.08		CC	Lab Supplies
P0122039	Eyepax IT Consulting LLC	\$ 7,500.00		CC	Software License
P0122040	Southern California Fitness Service	\$ 284.93		FC	Athletic Equipment Repairs
P0122041	Amazon Business	\$ 776.22		FC	Instructional Materials
P0122042	Amazon Business	\$ 544.98		NOCE	Instructional Supplies
P0122043	Full Compass Systems Ltd	\$ 2,318.67		FC	Audio Equipment for the Dramatic Arts Department
P0122044	Sodexo Inc and Affiliates	\$ 60.88		FC	Catering for the Student Development Division
P0122045	La Habra Fence Co Inc	\$ 4,496.00		FC	Fence Installation
P0122046	Tracey Wallace	\$ 150.00		FC	Cesar Chavez Day Performer
P0122047	Office Depot	\$ 2,620.38		FC	Office Supplies
P0122048	Varidesk LLC	\$ 2,128.07		AC	Standing Desks
P0122049	Computerland of Silicon Valley	\$ 160.00		CC	Software License
P0122050	KT Industries Inc	\$ 1,279.75		FC	Computer Server Supplies
P0122051	RefPay.com	\$ 13,824.00		FC	Sports Officials for the Physical Education Dept.
P0122052	GST	\$ 973.20		FC	Projector Supplies
P0122053	Associated Press	\$ 813.86		FC	Maintenance License Renewal
P0122054	Somar Caulking Inc	\$ 24,990.00		CC	Window Caulking Project
P0122055	Bartlett Audio LLC	\$ 793.11		FC	Classroom Supplies
P0122056	Bio Rad Laboratories	\$ 339.63		CC	Lab Supplies
P0122057	Sigma-Aldrich Inc	\$ 266.45		CC	Lab Supplies
P0122058	Office Depot	\$ 1,800.00		CC	Blanket Order for Office Supplies
P0122059	DynTek Services Inc	\$ 7,500.00		FC	Computer Services
P0122060	Circuit Specialists	\$ 646.46		FC	Lab Supplies
P0122061	Tiger Supplies Inc	\$ 11,932.90		FC	Classroom Equipment for Tech & Engineering Dept.
P0122062	Kustom Imprints	\$ 2,341.60		FC	Embroidery for the Special Programs Department
P0122063	Wreck Age Demolition Inc	\$ 174,000.00	Bond	AC	Bid# 1718-12, Parking Lot 4&5 Demolition @ CC
P0122064	Safe Hearing America Inc	\$ 1,994.50		AC	Mandatory Hearing Testing
P0122065	Amazon Business	\$ 133.82		CC	Instructional Supplies
P0122066	Advanced Technologies Consultants	\$ 12,857.82		FC	Instructional Supplies
P0122067	Tri-Star Gases LLC	\$ 235.65		FC	Cylinder Rental for Welding Technology
P0122068	International E-Z Up Inc	\$ 825.10		FC	Promotional Supplies
P0122069	Uline Inc	\$ 150.01		FC	Office Supplies

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122070	True Leaf Market	\$ 378.54		FC	Lab Supplies
P0122071	Balloons Pluss Inc	\$ 245.90		FC	Promotional Materials
P0122073	Buddy's All Stars, Inc.	\$ 285.38		FC	Athletic Uniform
P0122074	EPC Group	\$ 11,250.00		CC	Computer Operating System Services
P0122075	Classic Party Rentals	\$ 2,000.00		FC	Blanket Order for Tent Rental
P0122076	Leonard Chaidez Tree Service	\$ 10,550.00		CC	Landscaping Stump Removal Services
P0122077	Dunn Edwards Corp	\$ 448.29		FC	Classroom Supplies
P0122078	Aardvark Clay & Supplies Inc	\$ 596.73		FC	Lab Supplies
P0122079	Office Depot	\$ 513.87		FC	Office Supplies
P0122080	Office Depot	\$ 264.87		FC	Office Supplies
P0122081	Office Depot	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0122082	Penn Tool Co Inc	\$ 384.98		FC	Lab Supplies
P0122083	Wilbert Funeral Services Inc	\$ 2,039.99		CC	Lab Supplies
P0122084	California Metal X	\$ 999.38		FC	Lab Supplies
P0122085	Rio Grande	\$ 322.48		FC	Classroom Supplies
P0122086	A-R Products Inc	\$ 496.67		FC	Classroom Supplies
P0122087	The Giust Gallery	\$ 307.19		FC	Instructional Supplies
P0122088	Dick Blick Co	\$ 403.41		FC	Instructional Supplies
P0122089	MSC Industrial Supply Co Inc	\$ 1,623.17		FC	Tool Cabinet
P0122090	Amazon Business	\$ 435.16		FC	Instructional Materials
P0122091	Southland Medical	\$ 766.03		CC	Instructional Supplies
P0122092	Riv-Or Countries Pump Co Inc	\$ 17,967.22		CC	Pool Pump Removal Repair
P0122093	The Dodge Company	\$ 783.00		CC	Instructional Supplies
P0122094	Toshiba Business Solutions	\$ 1,338.25		FC	Copier Lease Payments
P0122095	Tri-Star Gases LLC	\$ 500.00		FC	Blanket Order for Welding Equipment Rental
P0122096	Waxie Sanitary Supply Inc	\$ 1,000.00		AC	Blanket Order for Custodial Equipment Repairs
P0122097	MSC Industrial Supply Co Inc	\$ 1,000.00		FC	Blanket Order for Industrial Supplies
P0122098	Black Rock Geosciences	\$ 8,600.00	Bond	AC	Assessment of Potential Hazardous Materials Fees
P0122099	Sodexo Inc and Affiliates	\$ 593.14		AC	Catering for Curriculum Seminar
P0122100	Sodexo Inc and Affiliates	\$ 695.95		AC	Catering for Curriculum Seminar
P0122101	Postmaster - Fullerton	\$ 225.00		AC	Postage Permit Renewal Fees
P0122102	Postmaster - Fullerton	\$ 450.00		AC	Postage Permit Renewal Fees
P0122103	Cal Pro Specialties	\$ 175.62		NOCE	Promotional Materials
P0122104	ABC Family Child Care	\$ 4,652.36		CC	Blanket Order for CalWORKs Child Care Services
P0122105	Susan Shaw	\$ 4,100.00		AC	Curriculum Seminar Speaker for Diversity Development
P0122106	Amazon Business	\$ 1,180.94		FC	Instructional Equipment
P0122107	South Coast Air Quality Management District	\$ 1,860.59		AC	Annual Air Quality Emissions Fee
P0122108	Fullerton School District	\$ 607.20		AC	Print Services
P0122124	Sodexo Inc and Affiliates	\$ 746.14		AC	Catering for Curriculum Development Seminar
P0122125	Ratex Business Solutions Inc	\$ 2,979.75		FC	Software Maintenance
P0122126	Heidelberg USA Inc.	\$ 2,000.00		FC	Blanket Order for Print Shop Parts and Repairs
P0122127	Pamela Walker	\$ 750.00		AC	Honorarium for Districtwide Staff

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0122128	Sign A Rama	\$ 191.15		NOCE	Marketing Supplies
P0122129	Smartsheet.com Inc	\$ 16,800.00		AC	Software Subscription Renewal
P0122130	Sidepath Inc	\$ 1,388.93		CC	Computer
P0122131	Sasco Electric	\$ 1,725.00		CC	Computer Cabling Installation
P0122132	GI Energy	\$ 152,028.00		AC	Maintenance Agreement CoGeneration Plant - BA 1/26/16
P0122133	BSE Engineering Inc	\$ 46,500.00	Capital Outlay	AC	Engineering Services for Bldg. 3100 Data Room @ FC
P0122134	Gilbert & Stearns Inc	\$ 8,752.00	Capital Outlay	AC	Telephone Service Cable Vault Replacement @ FC
P0122135	Amazon Business	\$ 1,832.83	Capital Outlay	CC	Physical Plant Equipment
P0122136	Fisher Scientific Co LLC	\$ 1,073.38		CC	Lab Supplies
P0122137	H&E Equipment Services Inc	\$ 6,201.25		CC	Facilities Supplies
P0122138	Cameron Welding Supply	\$ 646.50		CC	Instructional Supplies
P0122139	B&K Electric Wholesale	\$ 1,691.44	Capital Outlay	CC	Supplies for M&O Department
P0122140	Sodexo Inc and Affiliates	\$ 653.74		AC	Catering for Curriculum Development Seminar
P0122141	Sodexo Inc and Affiliates	\$ 619.79		AC	Catering for Curriculum Development Seminar
P0122143	B & H Photo Video Inc	\$ 26,396.86	Capital Outlay	FC	Computer Components
P0122144	Home Depot	\$ 1,189.53		FC	Instructional Supplies
P0122145	WMFY We Mail For You	\$ 1,190.63		AC	Brochure Printing
P0122146	Jostens	\$ 20.06		FC	Degrees for Admissions and Records
P0122147	GST	\$ 613.37		AC	Computer
P0122148	Riddell	\$ 43,276.12		FC	Helmets for the Football Team
P0122149	JM & J Contractors	\$ 7,800.00	Capital Outlay	AC	Replacement of Truncated Dome @ FC
P0122150	Crane Rental Service Inc	\$ 799.20		CC	Crane Rental Services
P0122151	State of California	\$ 412.50		CC	Smog Certificates for the Automotive Department
P0122152	Dovetail Decision Consultants Inc	\$ 2,425.00	Bond	AC	Furniture Fixtures & Equip Coordination Bldg300&500 @FC
P0122153	Buddy's All Stars, Inc.	\$ 436.18		FC	Athletic Uniform
P0122154	Hillyard	\$ 22,995.96	Capital Outlay	CC	(4) Floor Scrubbers for Facilities Department
P0122155	CPP Inc	\$ 81.14		FC	Marketing Supplies
P0122156	Stored Value Marketing	\$ 14,625.00		FC	Gas Cards for the Educational Opportunity Department
P0122157	BSN Sports LLC	\$ 6,107.34		FC	Athletic Uniforms
P0122158	GST	\$ 471.96		CC	Printer
P0122159	CDW Government Inc	\$ 80.12		NOCE	Software License
P0122160	Cal Pro Specialties	\$ 1,455.87		AC	Promotional Materials
P0122161	US Bank	\$ 907.50		AC	2002 GOB Series B Administration Fees
P0122163	Office Depot	\$ 2,800.00		CC	Blanket Order for Office Supplies
P0122164	Creatively Independent LLC	\$ 1,800.00		FC	Independent Contractor for Workshops
P0122165	Bone Clones Inc	\$ 438.15		FC	Classroom Supplies

\$1,560,039.72

Approved by: _____
Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	February 13, 2018	Resolution	<u>X</u>
		Information	<u></u>
SUBJECT:	2017-2018 Budget Transfers: General 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 2017-2018 General Fund transfers netting to the amount of \$82,425 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.b.1

Item No.

1. 15418: Perkins IV - CC

Transfer to align budget to meet objectives of the approved program plan.

From:	2300 Noninstructional Salaries	(14,100)
	6000 Capital Outlay	(1,865)
To:	2100 Noninstructional Salaries	4,500
	2400 Instructional Aides	9,600
	5000 Other Operating Expenses & Services	1,865

2. 17747: Student Equity Program - CC

Transfer to align budget to meet objectives of the approved program plan.

From:	2100 Noninstructional Salaries	(39,413)
To:	1400 Noninstructional Salaries	4,731
	2300 Noninstructional Salaries	20,105
	3900 Benefits	2,866
	4000 Supplies & Materials	5,194
	5000 Other Operating Expenses & Services	4,218
	6000 Capital Outlay	2,299

3. 17747: Student Equity Program - CC

Transfer to align budget to meet objectives of the approved program plan.

From:	2100 Noninstructional Salaries	(19,838)
To:	3900 Benefits	10,135
	4000 Supplies & Materials	9,703

4. 17528: Cooperative Agencies Resources for Education Program - FC

Transfer to cover transportation assistance expenses for the spring 2018 semester for CARE students.

From:	7500 Student Financial Aid	(11,000)
To:	7600 Other Payments for Students	11,000

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 13, 2018

SUBJECT: Quarterly Financial Status Report Ended
December 31, 2017

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

BACKGROUND: Pursuant to §58310 of Title 5 of the California Code of Regulations, the Chief Executive Officer of each community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis.

The Chief Executive Officer of each community college district shall also prepare a quarterly report based on measurements and standards as established by the Board of Governors of the California Community Colleges and certified on forms provided by the State Chancellor. It is further required that this report be reviewed by the district governing board and entered into the minutes of a regularly scheduled meeting.

Accordingly, attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the quarter ended December 31, 2017.

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 item is submitted in accordance with Board Policy 6300, Fiscal Management.

FUNDING SOURCE AND FINANCIAL IMPACT: The State Chancellor's Office requires that the District file a quarterly financial status report known as the CCFS-311Q. This agenda item does not result in any financial impact to the District.

RECOMMENDATION: It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended December 31, 2017, as required by §58310 of Title 5.

Fred Williams

Recommended by

Approved for Submittal

3.c.1

Item No.

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA**

CHANGE THE PERIOD ▼

Fiscal Year: 2017-2018

Quarter Ended: (Q2) Dec 31, 2017

Line	Description	As of June 30 for the fiscal year specified		
		Actual 2014-15	Actual 2015-16	Actual 2016-17 Projected 2017-2018
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:				
A. Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	180,429,355	222,624,900	221,215,270 215,363,297
A.2	Other Financing Sources (Object 8900)	41,568	36,363	61,734,006 1,095,850
A.3	Total Unrestricted Revenue (A.1 + A.2)	180,470,923	222,661,263	282,949,276 216,459,147
B. Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	170,774,281	194,864,258	266,941,933 208,991,551
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	11,337,715	23,726,429	2,971,484 4,086,827
B.3	Total Unrestricted Expenditures (B.1 + B.2)	182,111,996	218,590,687	269,913,417 213,078,378
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-1,641,073	4,070,576	13,035,859 3,380,769
D.	Fund Balance, Beginning	43,698,857	42,057,784	46,128,360 59,164,219
D.1	Prior Year Adjustments + (-)	0	0	0 0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	43,698,857	42,057,784	46,128,360 59,164,219
E.	Fund Balance, Ending (C. + D.2)	42,057,784	46,128,360	59,164,219 62,544,988
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	23.1%	21.1%	21.9% 29.4%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	36,036	35,686	36,941	32,598
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	As of the specified quarter ended for each fiscal year				
		2014-15	2015-16	2016-17	2017-2018
H.1	Cash, excluding borrowed funds		76,065,483	94,845,958	79,555,296
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	77,361,260	76,065,483	94,845,958	79,555,296

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	215,363,297	215,363,297	96,958,643	45%
I.2	Other Financing Sources (Object 8900)	1,095,850	1,095,850	1,000,000	91.3%
I.3	Total Unrestricted Revenue (I.1 + I.2)	216,459,147	216,459,147	97,958,643	45.3%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	208,909,978	208,991,551	96,775,415	46.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	4,086,827	4,086,827	2,723	0.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	212,996,805	213,078,378	96,778,138	45.4%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	3,462,342	3,380,769	1,180,505	
L	Adjusted Fund Balance, Beginning	59,164,219	59,164,219	59,164,219	
L.1	Fund Balance, Ending (C. + L.2)	62,626,561	62,544,988	60,344,724	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	29.4%	29.4%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify YYYY-YY)	Management		Academic		Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1:						
Year 2:						
Year 3:						
b. BENEFITS:						
Year 1:						
Year 2:						
Year 3:						

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed?

This year? **NO**
Next year? **YES**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

There are so many uncertainties going into next fiscal year, including overall enrollment challenges and the proposed changes to Community College Funding formula. As noted in our Q1 report, we have experienced enrollment decline in 2016-17 and see enrollment continue to stay at lower levels. Therefore, we continue to evaluate options to make ongoing reductions needed for the out years

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
		Resolution	_____
DATE:	February 13, 2018	Information	_____ X
		Enclosure(s)	_____ X
SUBJECT:	Quarterly Investment Report as of December 31, 2017		

BACKGROUND: The Quarterly Investment Report for the quarter ended December 31, 2017, is submitted in accordance with Section 53646 (b) of the Government Code. During the quarter, there has been no change to Board Policy 6320, Investments.

1. **The Orange County Treasurer's Money Market Educational Investment Pool.** As of December 31, 2017, the District had **\$280,025,406.19** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$5,137,293,954** and the market value was **\$5,120,285,071**. This represents an unrealized loss for accounting purposes of approximately 0.33%, which equates to **\$927,126** for the District. This paper loss is the result of an increase in interest rates, which caused the values to decrease. The average net interest rate for the quarter ended December 31, 2017, was **1.07%**. Net interest earned for the quarter totaled **\$711,188.93**.
2. **Cypress College and Fullerton College Investments.** As of December 31, 2017, the colleges' investments total **\$1,995,298.11**. Of this amount, **\$1,889,870.53** was invested in certificates of deposit and **\$105,427.58** was invested in savings or money market accounts. The interest rates vary from **0.40%** to **2.23%**.

Investments in the Orange County Treasurer's Money Market Educational Investment Pool and the Cypress and Fullerton Colleges' investments meet Board Policy 6320, Investments, adopted by the Board of Trustees on February 12, 2002, and revised on May 10, 2016.

Irrevocable Retiree Benefits Trust

Starting in fiscal year 2017, the District began moving funds to its Irrevocable Retiree Benefits Trust ("Trust"). As of December 31, 2017, the market value of the Trust was \$95,585,896.82, with \$84,374,396.55 in funds having been transferred to date. This represents a net unrealized gain of \$11,211,500.27 or approximately 13.29% of contributions. The establishment of the Trust was approved at the May 12, 2015, meeting of the Board of Trustees. Additionally, the transfer of funds from the District's Retiree Benefit Fund to the Trust was approved at the September 27, 2016, meeting 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 item is submitted in accordance with Board Policy 6320, Investments.

FUNDING SOURCE AND FINANCIAL IMPACT: Interest earnings can be used for purposes specified within the funds where they are earned.

RECOMMENDATION: It is recommended that the Board receive the Quarterly Investment Report for the quarter ended December 31, 2017.

Fred Williams

Recommended by

Approved for Submittal

3.d.2

Item No.

Cash in County Treasury
As of December 31, 2017

General Fund	\$ 79,555,295.73
Child Development Fund	60,548.05
FC Bursar Fund	3,145,227.41
CC Bursar Fund	1,043,600.76
Capital Outlay Fund	56,329,814.45
Self Insurance Fund	32,775,694.62
Retiree Benefit Fund	1,926.08
Student Financial Aid Fund	7,818,384.99
Bond Fund	<u>99,294,914.10</u>
Total	<u><u>\$ 280,025,406.19</u></u>

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
 FOR THE MONTH AND QUARTER ENDED: December 31, 2017

INVESTMENT STATISTICS - By Investment Pool⁽¹⁾

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 12/31/17	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
COMBINED POOL BALANCES (includes the Extended Fund)						
Orange County Investment Pool (OCIP)	MARKET Value \$	5,051,177,152	236	1.21%	1.13%	1.00
	COST (Capital) \$	5,073,077,292				
	MONTHLY AVG Balance \$	5,364,747,174				
	QUARTERLY AVG Balance \$	4,246,115,142				
	BOOK Value \$	5,067,583,251				
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$	5,120,285,071	237	1.22%	1.16%	1.00
	COST (Capital) \$	5,143,897,341				
	MONTHLY AVG Balance \$	4,467,819,643				
	QUARTERLY AVG Balance \$	4,124,057,013				
	BOOK Value \$	5,137,293,954				

INVESTMENT STATISTICS - Non Pooled Investments⁽²⁾

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE
Specific Investment		
Funds:	MARKET Value \$	88,224,022
283, 505, FVSD, CCCD	COST (Capital) \$	88,565,918
	MONTHLY AVG Balance \$	86,420,874
	QUARTERLY AVG Balance \$	86,437,861
	BOOK Value \$	88,519,391
		John Wayne Airport Investment Fund 50,633,089
		Fountain Valley School District Fund 40 34,848,650
		Repurchase Agreement 1,081,500
		CCCD Series 2017E Bonds 2,002,679
		\$ 88,565,918

MONTH END TOTALS

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
COUNTY MONEY MARKET FUND (OCMMF)	
County Money Market Fund \$ 2,127,283,101	OCIP \$ 5,139,092,525
County Cash 66,015,233	OCEIP 5,143,737,341
EXTENDED FUND 5,953,723,544	Specific Investment Funds 88,565,918
EDUCATIONAL MONEY MARKET FUND (OCEMMF)	Non Pooled Cash 14,880,011
Educational Money Market Fund 2,135,767,988	
Educational Cash 40,000	
NON POOLED INVESTMENTS	
Non Pooled Investments @ Cost 88,565,918	
Non Pooled Cash 14,880,011	
\$ 10,386,275,795	\$ 10,386,275,795

KEY POOL STATISTICS

INTEREST RATE YIELD	WEIGHTED AVERAGE MATURITY (WAM)
OCMMF - MONTHLY GROSS YIELD 1.10%	OCMMF 43
OCEMMF - MONTHLY GROSS YIELD 1.17%	OCEMMF 42
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD 1.18%	JOHN WAYNE AIRPORT WAM 76
OCIP - YTD NET YIELD ⁽³⁾ 1.06%	LGIP WAM (Standard & Poors) 38
OCEIP - YTD NET YIELD ⁽³⁾ 1.06%	
90-DAY T-BILL YIELD - MONTHLY AVERAGE 1.31%	

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: December 31, 2017

INVESTMENT STATISTICS - By Investment Fund⁽⁴⁾

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 12/31/17	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$ 2,128,947,374	43	1.23%	1.10%	1.03%	1.00
	COST (Capital) \$ 2,127,283,101					
	MONTHLY AVG Balance \$ 2,332,906,767					
	QUARTERLY AVG Balance \$ 1,605,387,619					
	BOOK Value \$ 2,128,515,078					
<u>Educational Money Market Fund (OCEMMF)</u>	MARKET Value \$ 2,136,417,171	42	1.24%	1.17%	1.08%	1.00
	COST (Capital) \$ 2,135,767,988					
	MONTHLY AVG Balance \$ 1,454,822,609					
	QUARTERLY AVG Balance \$ 1,225,285,545					
	BOOK Value \$ 2,136,232,489					
<u>Extended Fund</u>	MARKET Value \$ 5,906,097,678	375	1.21%	1.18%	1.18%	0.99
	COST (Capital) \$ 5,953,723,544					
	MONTHLY AVG Balance \$ 6,044,837,441					
	QUARTERLY AVG Balance \$ 6,026,963,878					
	BOOK Value \$ 5,940,129,638					

ALLOCATION OF EXTENDED FUND

<u>Extended Fund</u> <u>OCIP Share</u>	MARKET Value \$ 2,922,229,778	375	1.21%	1.18%	1.18%	0.99
	COST (Capital) \$ 2,945,794,191					
	MONTHLY AVG Balance \$ 3,031,840,407					
	QUARTERLY AVG Balance \$ 3,004,487,096					
	BOOK Value \$ 2,939,068,173					
<u>OCEIP Share</u>	MARKET Value \$ 2,983,867,900	375	1.21%	1.18%	1.18%	0.99
	COST (Capital) \$ 3,007,929,353					
	MONTHLY AVG Balance \$ 3,012,997,034					
	QUARTERLY AVG Balance \$ 3,013,359,011					
	BOOK Value \$ 3,001,061,465					
<u>Modified Duration</u>	1.00					

- (1) The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.
- (2) Specific non-pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII of this report.
- (3) The Net Yield differs from the Monthly Gross Yield as it includes the Treasury administrative fees.
- (4) Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value. The Extended Fund Market Value is lower than Book Value causing the NAV to be lower than 1.00 due to the three Federal Reserve short-term rate increases of 0.75% in 2017. When the Extended Fund is combined with the OCMMF and OCEMMF, both OCIP and OCEIP have a NAV of 1.00.

**Fullerton College
Investment Report
For Period Ended 12/31/17**

Fund	Investment Type	Issuer	Interest Rate	Maturity Date	Estimated Value
Assoc. Students	Savings	Capital One	0.400	N/A	1,936.42
Bursar	Savings	Capital One	0.400	N/A	103,491.16
Assoc. Students	CD	Schools First Federal Credit Union	1.980	8/13/2019	210,302.16
Assoc. Students	CD	Schools First Federal Credit Union	2.230	8/2/2022	100,932.96
					<u>\$ 416,662.70</u>

Note: \$3,000,000 invested with County Department of Education (with interest accrued)

CYPRESS COLLEGE INVESTMENTS
MONTH ENDING December 31, 2017

<i>FUND</i>	<i>TYPE</i>	<i>ISSUER</i>	<i>MATURITY DATE</i>	<i>DOLLAR VALUE</i>	<i>INTEREST RATE</i>
<i>Bursar's Office (6 mos - 2 years)</i>	CD # OBP-774145	Union Banc	7/31/2018	\$ 800,000.00	0.50%-1.35%
<i>(3 years)</i>	CD # 911593-41	Schools 1st FCU	1/22/2020	\$ 105,568.60	1.640%
<i>(3 years)</i>	CD # 0092620172-1000	East West Bank	9/25/2019	\$ 251,192.97	1.750%
<i>(3 years)</i>	CD # 920880751-293841	NuVision FCU	1/22/2020	\$ 263,552.72	1.492%
<i>Total Bursar Investments</i>				<u>\$ 1,420,314.29</u>	
<i>Associated Students</i>	CD # 911593-40 (3 Years CD)	Schools 1st FCU	10/8/2019	\$ 158,321.12	1.49%
<i>Total Associated Students</i>				<u>\$ 158,321.12</u>	
<i>Total Investments</i>				<u><u>\$ 1,578,635.41</u></u>	

Note: \$1,000,000 invested in OC Investment Pool through District

SURPLUS ITEMS

Qty.	Description	Location
1	Right Angle Folding Machine	FC
1	Printing Press	FC
3	Copier	FC
7	Desk	FC
1	Electric Key Box	FC
1	Trailer	FC
1	Flail Mower	FC
1	Golf Cart Tool Box	FC
1	Golf Cart Tool Box	FC
14	Drafting Tables	FC
7	Cabinet	FC
8	Chair	AC
6	Printer	AC
2	Shelf	AC
1	Computer Mouse Tray	AC
2	Computer Keyboard Tray	AC
1	Measurement Rod	AC
1	Waste Storage Bottle	AC
1	Mail Sorter	AC
1	Shredder	AC
1	Lamination Cartridge	AC
1	Laminator Machine	AC
1	Clock	AC
1	Signage	AC
1	Alphabet Sorter	AC
1	Cabinet	AC
2	CD Player	AC
59	Computer	AC
4	Projectors	AC
1	Scanner	AC
1	Couch	AC

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 13, 2018

SUBJECT: Resolution to Approve the Purchase of a Custom-Built Vehicle for Fullerton College Media Studies Department

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

BACKGROUND: The Strong Workforce Initiative was established to help California Community Colleges to prepare California’s workforce for 21st century careers. With this program, community colleges are becoming essential catalysts in California’s economic recovery and job creation at the local, regional and state levels.

Fullerton College is requesting to purchase a custom-built vehicle from FlyMotionUS. The vehicle will be purpose-built and customized with components that will be used to train students on new skills and prepare students for emerging careers. The vehicle will provide skills in areas of media, drone-use and virtual reality that will be used by students in: Journalism, Cinema/Television, Photography, Welding, Administration of Justice, Construction, Geography, Horticulture and Environmental Science. In addition, the vehicle is being incorporated into the curriculum of new courses and programs.

College Staff and faculty surveyed industry professionals about possible manufacturers, in addition to talking with various vendors. Through the research, college staff and faculty have determined that FlyMotionUS is a leader in the industry. FlyMotionUS’s custom-built vehicle best meets the needs and requirements to provide comprehensive and efficient instruction and training to students, as well as meets the goals and objectives of many instructional courses. The cost of the vehicle is \$164,308 plus delivery, tax and any applicable fee.

California Public Contract Code Section 20111 requires school districts to advertise publicly for bids for the purchase of goods involving an expenditure that exceeds the current threshold for bidding, which is \$90,200 for the 2018 calendar year. However, Public Contract Code section 3400 permits public entities to make an exception to the public bidding requirements when the necessary products, hardware, equipment, materials, supplies are only available from one source. The District’s Purchasing Department has determined that there is no practical value in advertising for and receiving competitive bids for the purchase of the custom-built vehicle because FlyMotionUS is the sole source for the custom-built vehicle, which best meets the needs and requirements of many instructional courses.

Faculty members and the dean collaborated on this custom-built vehicle project. Faculty members have discussed and made plans to share the use of the vehicle across disciplines. The lead faculty member Jay Seidel has become Federal Aviation Drone Certified. The vehicle and operations have also been discussed and approved at regional strong workforce meetings with other colleges including Cypress College. Cypress College faculty have provided their input and offered their expertise. The project was vetted through a process at Fullerton College, which included faculty, multiple deans, the Vice President of

Instruction and the President. The project was ranked and the approved ranked list was presented to the district Strong Workforce Committee. Vice Chancellor Li-Bugg reviewed and invited discussion of all ranked projects at the district level. Faculty and managers from all three colleges, Fullerton, Continuing Education and Cypress serve on the district committee. Finally, the project was discussed and approved at Chancellor's Staff meeting.

This agenda item is being submitted by Ken Starkman, Dean of Technology and Engineering, Jay Seidel, Media Studies Department Coordinator, Fullerton College, 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: The cost of the vehicle will be charged to funding from Year 1 of the Strong Workforce Initiative.

RECOMMENDATION: It is recommended that the Board of Trustees adopt Resolution No. 17/18-11 to approve the Purchase of a custom-built vehicle from FlyMotionUS, in the amount of \$164,308 plus delivery and tax or any applicable fee for the Fullerton College Media Studies Department. Authorization is further requested for the District Director, Purchasing, to issue a purchase order on behalf of the District.

Fred Williams
Recommended by

Approved for Submittal

3.f.2
Item No.

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



**RESOLUTION NO. 17/18-11 TO APPROVE THE PURCHASE OF A CUSTOM-BUILT
VEHICLE FROM FLYMOTIONUS**

WHEREAS, the North Orange County Community College District (“District”) has determined it is necessary to purchase a new custom-built vehicle for instructional and training purposes for students and faculty and to meet the goals and objectives of the Fullerton College Media Studies Department and the Strong Workforce Initiative Funding;

WHEREAS, College staff and faculty have determined that the custom-built vehicle from FlyMotionUS best meets the needs and requirements to provide comprehensive and efficient instruction and training to students, and meets the goals and objectives of the Fullerton College Media Studies Department and the Strong Workforce Initiative Funding;

WHEREAS, pursuant to Public Contract Code section 3400(c)(3), the District’s Board of Trustees has determined that the custom-built vehicle is a necessary item and that it is manufactured and 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/purchase of the custom-built vehicle since FlyMotionUS is the only manufacturer and provider of the custom-built vehicle; 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 custom-built vehicle is required and necessary based on the factors set forth above and herein, and that it would work an incongruity and not produce any advantage to competitively bid the procurement/purchase of the custom-built vehicle since FlyMotionUS is the only vendor of the custom-built vehicle that best meets the needs and requirements of the District.

Section 3. The Board hereby approves the acquisition of the custom built vehicle as specified herein.

Section 4. The Board hereby delegates authority to the District Director, Purchasing, to execute and deliver any and all documents which he or she 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 13th day of February 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

I, Jacqueline Rodarte, 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.

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

I, Cheryl A. Marshall, Executive Secretary 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 13th day of February, 2018, 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 13th day of February, 2018.

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

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action X
 Resolution
 Information
 Enclosure(s)

DATE: February 13, 2018

SUBJECT: Award RFP #1718-09, Request for Proposal for Furniture, Fixtures & Equipment (FF&E) Consultant Services for Districtwide Construction Projects to Dovetail

BACKGROUND: On November 10 & 17, 2017, District Purchasing advertised and invited several companies to submit proposals for FF&E Consultant Services for various new and renovation building projects as part of the Measure J Bond program. The selected firm shall work closely and in cooperation with the Campus' Project Team and District Facilities Office.

The goal of having a District-wide FF&E Coordination consultant is to minimize the potential of construction change orders during projects, increase accountability for this key aspect of the program, and to apply a performance-based approach to the District's selection and procurement of FF&E products and services. Many Districts have augmented their bond program teams with a subject matter expert that can help guide the project teams through a structured and efficient process, resulting in improved project outcomes across the overall Capital Improvement Program.

The company selected to provide consulting services for District's FF&E needs on capital projects will coordinate and plan the development of furniture layouts, building infrastructure requirements, procurement strategies and specifications, delivery schedules, project submittal review, installation coordination and inspection, competitive bidding recommendation, project start-up, and relocation consultation.

On December 15, 2017, District Purchasing received five proposals.

Pricing	Hourly Rates
Dovetail	\$175.00
HL Construction	\$120.00 Non-Responsive
IBI Group	\$190.00
Pal ID Studio	\$145.00
STV Construction	\$185.00

The Selection Committee reviewed the proposals and unanimously identified Dovetail as the leader in consulting and development of FF&E related programs for the community college environment. Dovetail has over 15 years of experience, exclusively in this area. Dovetail has guided the direction for best practices at more than 25% of the Community College Districts state-wide. The following is the list of community colleges Dovetail has worked with since 2003:

- Allan Hancock Community College District – Santa Maria, CA
- Cabrillo College – Aptos, CA
- Cerritos Community College District – Norwalk, CA
- Chabot-Las Positas Community College District – Pleasanton, CA
- Chaffey Community College District – Rancho Cucamonga, CA
- City College of San Francisco – San Francisco, CA
- Contra Costa Community College District – Martinez, CA
- Foothill-DeAnza Community College District – Los Altos, CA
- Los Angeles Community College District – Los Angeles, CA
- Monterey Peninsula College – Monterey, CA
- Peralta Community College District – Oakland, CA
- Rancho Santiago Community College District – Santa Ana, CA
- San Bernardino Community College District – San Bernardino, CA
- San Jose-Evergreen Community College District – San Jose, CA
- San Luis Obispo Community College District – San Luis Obispo, CA
- San Mateo County Community College District – San Mateo County, CA
- Santa Rosa Junior College – Santa Rosa, CA
- Solano Community College District – Fairfield, CA
- Southwestern Community College District – Chula Vista, CA
- West Valley Mission Community College District – Saratoga, CA
- Yuba Community College District – Marysville, CA

Dovetail is currently providing both project level and program level services to the District. Dovetail's work at Cypress College is for initial planning on the SEM project and the SAC/VRC projects. Dovetail's work for the overall program is for District-wide Furniture Standards, which will provide the Capital Projects team with a well-vetted selection of items that can be applied across all project applications, from the learning environment to office areas. This work is slated to be complete by the end of May 2018.

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 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: Funding will come from local bond funds for project specific.

RECOMMENDATION: It is recommended that the Board of Trustees authorize the District to enter into a Master Agreement with Dovetail for the purpose of Furniture, Fixture & Equipment (FF&E) Consulting Services for the District pursuant to Request for Proposal (RFP) #1718-09, Furniture, Fixtures & Equipment (FF&E) Consultant Services for Districtwide Construction Projects. The Master Agreement will be for three years with two one-year renewal options exercised at the sole option of the District. Individual projects will be drafted with a Task Order to include the scope of work, fee and conditions specific to the project. The Task Order will be governed by the terms and conditions of the Master Agreement. A project task order will be brought before the Board of Trustees for approval if the amount is over the bid limit threshold (currently \$90,200). Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Purchasing, to execute the Master Agreement and Task Orders on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.g.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: February 13, 2018 Information _____
Enclosure(s) _____
SUBJECT: Renew Consulting Agreement with Nossaman
LLP

BACKGROUND: On January 24, 2017, the Board approved a one-year extension of the consultant agreement with Nossaman LLP. The contract ended on January 31, 2018. In order to increase North Orange County Community College District's (District) legislative visibility and efficacy, the District would like to renew the consultant agreement with Nossaman LLP to provide state and federal advocacy services for two years. Nossaman LLP will continue its work with the California Community College's Chancellor's Office, and other appropriate elected officials and staff as directed, to assist in achieving the District's legislative priorities.

The scope of services for this proposal are outlined below:

1. **Monitoring:** Nossaman Policy Advisors regularly monitor all of the activities of Congress and the California Legislature, including hearings, briefings, and press related events. Tracking legislation and budget proposals allows Nossaman to provide clients up to the minute advice on whether to support or oppose bills that may affect their goals.
2. **Bill Tracking Service:** Nossaman uses Capitol Track at the state level and State Net by NexisLexis at the federal level to ensure we can create the District's bill tracking reports that reflect priority policy areas. Our bill reports can be tailored and structured to the District's liking. Nossaman will send state bill reports on a weekly basis to ensure the District is up to date on the ongoing status of each bill.
3. **Legislative Advocacy:** Nossaman proposes to offer the following services to accomplish this task:
 - Assist the Chancellor's office and assigned staff in developing a valuable state and federal advocacy strategy and dynamic state and federal legislative agenda for the year.
 - Proactively identify state and federal budget issues being considered that will impact funding for the District's priorities, programs and operations, and aggressively advocate on the District's behalf.
 - Monitor the introduction of legislation that will affect the District and recommend positions and legislative strategies.
 - As needed, draft legislation and seek an author(s) for a District-sponsored legislative proposal.
 - Notify the District of pertinent legislative informational hearings, coordinate participation, and provide testimony upon request.
 - Monitor the appropriate Senate and Assembly Budget Subcommittees for state budget developments that will affect the District and provide regular updates to the assigned District staff.

- Arrange a state lobby day (federal on an as-needed basis only) for the District by scheduling meetings with members of the Legislature for Board of Trustee members and staff. This includes preparing talking points and/or briefing materials as needed.
 - Manage District-sponsored legislation by drafting background materials, assisting the author's office, and lobbying legislators and the administration for support.
 - On legislation deemed a priority by the District, lobby legislators and committee staff, request amendments, attend legislative hearings and provide testimony.
 - Watch for significant amendments to legislation that will affect the District, forward links of the text of the amended bills for the District's review, and provide regular updates to the assigned District staff.
 - On legislation deemed a priority by the District, lobby the Governor's office and provide advocacy materials; otherwise, monitor the Governor's actions on bills and engage when necessary.
 - Visit the District to provide an End of Session report, both orally and in writing, on the final outcome of legislation and state budget matters of interest to the District and a forecast of important issues in the upcoming year at the state and federal level.
4. **Coordination of Legislative/Regulatory Efforts:** Our approach will take the form of a partnership with the District to first identify the District's legislative and regulatory objectives, prioritize those objectives, and then develop a strategy for achieving those priority objectives. By narrowing our efforts to the District's top priorities, the Nossaman team will be able to deliver high-quality, results-oriented representation. We will work with the District to create an internal communication process regarding legislative and regulatory efforts. This will ensure the District's external communications are united.
 5. **Special Projects Facilitation:** Nossaman understands that the District may need assistance with facilitation of developing project guidelines, policy and resolution statements. We will assist the District with its external communications relating to legislative and administrative issues, including position letters, briefing packets, and talking points. These are all tasks our Policy Advisors perform for clients on a regular basis, and would provide to the District whenever needed.
 6. **Establish an Active Presence:** We anticipate that the District will want to develop or enhance its relationships with the new Assembly and Senate leaders, the members and staff of the pertinent policy committees, and key players in Governor Brown's Administration. Many committee Chairs have been newly appointed for the 2017-18 legislative session. Nossaman has been diligently cultivating relationships with Leadership, the rising stars of the 2015-16 Freshman Class, and candidates who were successful in the 2016 elections. Nossaman will utilize those relationships in pursuing the District's priority objectives.
 7. **State and Federal Budget Issues:** Nossaman would ensure the District has a proactive role in shaping state and federal budget issues. Nossaman will work with the District to anticipate concerns, needs, and priorities within the state and federal budget, and advocate those positions in advance of the budgets being released. Once the budgets are proposed, Nossaman will work with the District to outline detailed position letters on all aspects of the budget that are of priority to the District. Nossaman will advocate through meetings with Congressional and Legislative Members, meetings with Agencies and Departments, meetings with the Governor's office and the Administration, and testifying in Committee hearings.
 8. **Required Reporting with the Secretary of State:** Prepare and file all required state lobby registration and quarterly disclosure reports during the term of the agreement.

This agenda item was submitted by Kai Stearns Moore, District Director, Public 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 item is submitted in accordance with Board Policy 6340, Contracts.

FUNDING SOURCE AND FINANCIAL IMPACT: Nossaman LLP fees in the amount of \$6,250 per month will be charged to Public Affairs carry-over funds.

RECOMMENDATION: Authorization is requested to renew the consultant agreement with Nossaman LLP in the amount of \$6,250 per month for a set fee monthly retainer beginning on February 1, 2018 through January 31, 2019; and a set fee monthly retainer of \$6,500 beginning on February 1, 2019 through January 31, 2020. Authorization is also requested for the Vice Chancellor, Finance & Facilities, or the District Director, Purchasing, to execute the agreement on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.h.3

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	February 13, 2018	Resolution	<u> </u>
SUBJECT:	Fullerton College Natural Sciences Division Biology Department Out of Country Travel	Information	<u> </u>
		Enclosure(s)	<u> </u>

BACKGROUND: Per Board Policy 7400, Travel and Conference Attendance, all travel outside the United States must be approved in advance by the Board. To comply with the Board Policy, the CEO must approve the out of country travel before forwarding the request to the Vice Chancellor, Finance and Facilities Office for submittal of the agenda item to the Board.

The Amgen Biotech Experience (ABE) program is a science education program that introduces high school students to hands-on molecular biology curriculum and the excitement of scientific discovery of biotechnology medicines. Fullerton College (FC) has served as an ABE training site and distribution center of the science equipment and reagents for the past 11 years. Dr. Jo Wu, a FC full-time biology professor, has been invited to attend the Amgen Biotech Experience Annual Meeting to be held in Dublin, Ireland. The goals of the meeting are to create a stronger network, share information about best practices and program innovation with all international site directors and coordinators. Wu will showcase the ABE-FC online ordering system, reagent production in FC biotechnology courses and student workshops, and new FC lab activities. The travel dates will be April 19-28, 2018.

The meeting information will be shared at the Biotech Teacher Training (hosted at FC in July 2018) as well as through communications to the current 80 ABE-FC partner teachers.

How does this relate to the five District Strategic Directions? This item responds to the 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 7400 Travel and Conference Attendance.

FUNDING SOURCE AND FINANCIAL IMPACT: Travel, lodging and conference expenses will be paid by the Amgen Biotech Experience program.

RECOMMENDATION: Authorization is requested for Dr. Jo Wu, Fullerton College biology professor, to attend the 2018 Amgen Biotech Experience Annual Meeting in Dublin, Ireland from April 19-28, 2018. No travel expenditures are encumbered by the college/district.

Greg Schulz

Recommended by

Approved for Submittal

3.i.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

Action _____

Resolution _____

DATE: February 13, 2018

Information X

Enclosure(s) _____

SUBJECT: Student Success Scorecard

BACKGROUND: The Accountability Reporting for the Community Colleges (ARCC) as stipulated in AB 1417 (Chapter 581; Statutes of 2004) required the California Community College Chancellor’s Office to submit an annual accountability report that serves as the annual evaluation of college-level performance in meeting statewide educational priorities. The Seymour-Campbell Student Success Act of 2012 (SB 1456) codified the reporting recommendations of the Student Success Task Force by requiring all community college districts to “...establish and maintain institutional research to evaluate the effectiveness of the Student Success and Program... designed to facilitate students’ completion of their educational goals and courses of study.”

Scorecard indicators are like the ARCC indicators but include more detail such as outcomes by student preparedness and by gender, age, and ethnic group. The data available in the Scorecard tell how well the colleges are doing in basic skills instruction, CTE programs and retention and completion rates. The disaggregation of the Scorecard data also allows the colleges and the public to determine if the colleges are narrowing the achievement gaps among disproportionately impacted groups of students.

The Scorecard demonstrate the commitment of the California Community Colleges to be transparent and accountable and also our commitment to increasing transfer and degree and certificate attainment. It does, however, come with a few caveats. This latest Scorecard presentation by the Directors of Research and Planning will aim to contextualize the Scorecard data within our overall student population in the District as well as making a linkage to NOCCCD’s strategic directions and strategic plans and the Guided Pathways (GP) framework. We also aim to help unpack some of the data so that the Board is better equipped to make meaning out of this data.

Carlos Ayon, Director of Research and Planning at Fullerton College; Phil Dykstra, Director of Research and Planning at Cypress College; Tina King, Director of Research and Planning at NOCE; and Victor Manchik, Interim Director of Research and Planning will be presenting the latest Scorecard information for the District.

How does this relate to the District-wide Strategic Plan? 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 submitted in accordance with Board Policy 3250: Institutional Planning.

FUNDING SOURCE AND FINANCIAL IMPACT: Student Success Scorecard is a required activity of the Student Success Act of 2012.

RECOMMENDATION: It is recommended that the Board receive as information the North Orange County Community College District Student Success Scorecard information.

Cherry Li-Bugg
Recommended by

Approved for Submittal

4.a.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

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

DATE: February 13, 2018

SUBJECT: Institutional Effectiveness Partnership Initiative:
Innovation and Effectiveness Plan Revenue

BACKGROUND: The California Community College Chancellor’s Office Institutional Effectiveness Partnership Initiative provides technical assistance through Partnership Resource Teams or “PRTs.” This “colleagues helping colleagues” type of technical assistance is available to colleges, districts and centers that express interest in receiving support on self-identified issues. A short Letter of Interest is submitted by the institution’s CEO. Team members are drawn from a pool of volunteer experts, formed together based on a process of matching their knowledge and experience with the areas of focus identified by the institutions, and then deployed for three visits. The first visit is for the initial gathering of information, the second visit is to help the institution develop improvement strategies and timelines in an Innovation and Effectiveness Plan, and the third visit is to provide follow-up support. Additional follow-up visits are available as needed. Grants of up to \$200,000 in seed money are available to institutions that receive team visits and submit their Innovation and Effectiveness Plans. Fullerton College was visited by the PRT on April 3, 2017 and May 19, 2017. After the May 2017 visit, Fullerton College completed the Innovation and Effectiveness Plan and was awarded \$200,000 in October 2017. The PRT is scheduled to visit Fullerton College on March 23, 2018 for a final update from the College.

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 complies with Board Policy 3280 (1.0) The Board will be informed about all grants received by the District; and, (2.0) The Chancellor shall establish procedures to assure timely application and processing of grant applications and funds, and that the grants that are applied to directly support the purposes of the District.

FUNDING SOURCE AND FINANCIAL IMPACT: Fullerton College is the recipient of \$200,000 from the California Community College Chancellor’s Office Institutional Effectiveness Partnership Initiative to implement the Fullerton College Innovation and Effectiveness Plan. All funds will be received following Board approval and must be spent prior to October 10, 2018.

RECOMMENDATION: It is recommended that the Board authorize acceptance of new revenue from the California Community College Chancellor’s Office Institutional Effectiveness Partnership Initiative in the amount of \$200,000. It is also requested that a resolution be adopted to accept new revenue and authorize expenditures with the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308. Further authorization is 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.

Cherry Li-Bugg

Recommended by

Approved for Submittal

4.b.1

Item No.

Fullerton College

Innovation & Effectiveness Grant

Budget October 2017 - October 2018

<u>OBJECT OF EXPENDITURE</u>					<u>PROPOSED BUDGET</u>
50000 Other Operating Expenses & Services	18344	7350	50000	6790	\$ 200,000
			Total Expenses		\$ 200,000
80000 Revenue	18344	7350	86543	6790	\$ 200,000
			Total Revenues		\$ 200,000

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, for fiscal year 2017-2018, 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>
8659	Innovation & Effectiveness Grant	\$ <u>200,000</u>
<u>EXPENDITURES ACCOUNT</u>	<u>DESCRIPTION</u>	
5000	Other Operating Expenses	\$ 200,000
TOTALS		\$ <u>200,000</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 February 27, 2018, 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
Resolution _____
DATE: February 13, 2018 Information _____
Enclosure(s) _____
SUBJECT: Study Abroad Program - Fall 2018
Barcelona, Spain

BACKGROUND: At its April 24, 1987 meeting, the Board approved the International Education Program for the District, and the solicitation of proposals from independent contractors to provide travel arrangements for study abroad. AIFS has been recommended to handle all travel arrangements for the proposed Fall 2018 Study Abroad Program in Barcelona, Spain.

The proposed Fall 2018 Study Abroad Program will begin on September 15, 2018 and end on December 8, 2018. The program will be open to all Cypress College and Fullerton College students who are in good standing and have completed a minimum of 12 units.

This agenda item was prepared by Dani Wilson, Dean of the Library/Learning Resources Instructional Support Programs and Services, and Administrator of the Fullerton College Study Abroad Program.

How does this relate to the five District Strategic Directions: This Study Abroad Program supports District Strategic Directions 1 and 5 by requiring completion of ENG100 with a grade of C or better prior to application, offering transfer-level courses to contribute to the improvement of the rates of completion and transfer-readiness requirements, and the development of collaborative projects and partnerships within the district (Cypress College), within the community (neighboring colleges and universities) and within the community at-large (vendor AIFS).

How does this relate to Board Policy: This item is in compliance with Board Policy/Administrative Procedure 4300, Field Trips and Excursions.

FUNDING SOURCE AND FINANCIAL IMPACT: Students will pay a basic program fee of \$8,295 which includes housing, round trip flight, some meals, travel excursions, and orientation.

RECOMMENDATION: Authorization is requested to enter into a travel arrangement with AIFS for the Cypress College and Fullerton College 2018 Fall Study Abroad Program in Barcelona, Spain. The basic program fee of \$8,295, which is to be paid by each student, includes housing, round trip flight, an orientation, support staff, travel excursions, study center, a TMB travel pass, and some meals.

Authorization is requested for the Vice Chancellor, Facilities and Finance, to execute the agreement on behalf of the District. A signed copy of the travel contractor agreement will be on file in the District Business Office, and the original signed contract sent back to the Study Abroad Office.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 13, 2018 Resolution _____
Information _____
SUBJECT: Academic Personnel 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.

CHANGE IN SALARY CLASSIFICATION

Filip, Dragana	CC	Psychiatric Technology Instructor From: Class B, Step 1 To: Class E, Step 4 Eff. 01/25/2018
Widmann, Peter	FC	Physics Instructor From: Class B, Step 1 To: Class F, Step 10 Eff. 01/25/2018

LEAVES OF ABSENCE

Chan, Theodore	FC	Chemistry Instructor Load Banking Leave With Pay (6.67%) Eff. 2018 Spring Semester
Forman, Mary	CC	English Instructor Load Banking Leave With Pay From: 40.00% To: 60.00% Eff. 2018 Spring Semester
Hughes, Deidre	FC	Reading Instructor Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/25/2018-02/05/2018
Liu, Annie	FC	English Instructor Personal Leave Without Pay (46.67%) Eff. 2018 Spring Semester
Morvan, Laurie	CC	Mathematics Instructor Load Banking Leave With Pay (13.33%) Eff. 2018 Spring Semester
Nabahani, Melanie	CC	English Instructor Load Banking Leave With Pay (26.67%) Eff. 2018 Spring Semester

Academic Personnel
February 13, 2018

Oo, Jennifer	NOCE	Allied Health Noncredit Instructor Family Medical Leave (FMLA/CFRA/PDL) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/08/2018-01/26/2018
Palmer, Leslie	CC	Librarian Family Medical Leave (FMLA/CFRA) (100%) Paid Leave using Regular and Supplemental Sick Leave until Exhausted; Unpaid thereafter Eff. 01/29/2018-02/19/2018
Shier, Carol	FC	Reading Instructor Load Banking Leave With Pay (100%) Eff. 2018 Spring Semester

MANAGEMENT MINI-SABBATICAL LEAVE

Abutin, Albert	FC	Dean, Enrollment Services Sabbatical days to be taken between September 3, 2018 and October 26, 2018, As approved by the Fullerton College President, not to exceed 40 duty days
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 SPRING SEMESTER,
TRIMESTER

Anand, Preetha	CC	Column 3, Step 1
Anderson, D Steve	FC	Column 1, Step 1
Arbizzi, Daniela	FC	Column 1, Step 1
Boling, Jess	CC	Column 3, Step 1
Bowman, Ashley	NOCE	Column 2, Step 1
Chartier, Renee	CC	Column 1, Step 1
Chen, Kevin	CC	Column 2, Step 1
Clarke, Lance	CC	Column 2, Step 1
Donahue, Dustin	FC	Column 3, Step 1
Donia, Richard	CC	Column 1, Step 1
Eng, Sit-Yuen	CC	Column 1, Step 1
Farooqui, Firdous	FC	Column 3, Step 1
Gauthier, Alan	CC	Column 1, Step 1
Gobatie, Jordan	CC	Column 1, Step 1
Gramada, Apostol	FC	Column 3, Step 1
Hack, Larry	CC	Column 1, Step 1
Harrigan, Selena	FC	Column 1, Step 1
Herrera, Cynthia	CC	Column 2, Step 1

Academic Personnel
February 13, 2018

Hor, Rattana	CC	Column 1, Step 1
Janowicz, Philip	FC	Column 3, Step 1
Jure, Josiah	CC	Column 1, Step 1
Kdeiss, Raymond	CC	Column 2, Step 1
Khair, Sara	FC	Column 1, Step 1
Kinoshita, Aya	FC	Column 1, Step 1
LaPietra, Amy	FC	Column 2, Step 1
Liebenau, Lama	CC	Column 2, Step 1
Luhar, Daksha	CC	Column 2, Step 1
Lunenburg, Cailin	CC	Column 1, Step 1
Martinez, Chelsea	FC	Column 3, Step 1
Martinez, Tomas	CC	Column 1, Step 1
Medich, Melissa	FC	Column 1, Step 1
Morgan, Kaitlin	CC	Column 1, Step 1
Netzer, Jeffrey	FC	Column 1, Step 3
Nguyen, Hanh	CC	Column 1, Step 1
Nguyen, Hien	CC	Column 1, Step 1
Ramirez, Christina	FC	Column 1, Step 1
Sanchez, Deanna	FC	Column 1, Step 1
Sebei, Eman	NOCE	Column 2, Step 1
Shepardson, Susan	FC	Column 1, Step 1
Short, Leaa	FC	Column 1, Step 1
Smith, Fawn	CC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Grenot, Teresa	CC	Column 2, Step 1
Oldham, Carolyn	CC	Column 2, Step 1
Owens, Brandon	NOCE	Column 1, Step 1
Rangel, Rosemary	NOCE	Column 1, Step 1
Rivas, Claudia	CC	Column 2, Step 1
Upstill, Allison	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

Grishkoff, Glenn	FC	Column 1, Step 1
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NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 13, 2018 Resolution _____
SUBJECT: Classified Personnel Information _____
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
February 13, 2018

NEW PERSONNEL

Armijo, Gabriel	FC	Campus Safety Officer 12-month position (100%) Range 31, Step A + 5% Shift Classified Salary Schedule Eff. 02/14/2018 PN FCC853
Asavakulpanus, Nipa	AC	Accounting Specialist 12-month position (100%) Range 40, Step A Classified Salary Schedule Eff. 02/14/2018 PN DEC967
Garibaldi, James	CC	Admissions & Records Technician 12-month position (100%) Range 33, Step B Classified Salary Schedule Eff. 02/14/2018 PN CCC947
Roberts, Ryan	CC	Facilities Custodian I 12-month position (100%) Range 27, Step B + 10% Shift Classified Salary Schedule Eff. 02/14/2018 PN CCC747

REHIRES

Nunez, Vincent	CC	Special Projects Manager, Dual Enrollment Temporary Management Position (100%) Range 2, Special Project Admin Daily Rate Schedule Eff. 07/01/2018 – 06/30/2019 PN CCT725
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CHANGE IN SALARY STEP

Toledo, Javier	CC	Facilities Custodian I (100%) From: Range 27, Step A To: Range 27, Step C Eff. 01/24/2018
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Classified Personnel
February 13, 2018

PROMOTION

Amin, Hani	AC	Data Quality Analyst 12-month position (100%) PN ISC974 To: AC Systems Analyst, Applications 12-month position (100%) Range 60, Step A + PG&D Classified Salary Schedule Eff. 02/14/2018 PN ISC965
Case, Joy	CC	Administrative Assistant II 12-month position (100%) PN CCC823 To: CC Administrative Assistant III 12-month position (100%) Range 41, Step A Classified Salary Schedule Eff. 02/14/2018 PN CCC985
Fajardo, Karla	CC	Clerical Assistant II 12-month position (100%) PN CCC733 To: CC Admissions & Records Technician 12-month position (100%) Range 33, Step E + 10% Longevity + PG&D Classified Salary Schedule Eff. 02/14/2018 PN CCC836
Nguyen, Tim	AC	IT Security Analyst, System Administrator 12-month position (100%) PN ISC973 To: AC Systems Analyst, Technology 12-month position (100%) Range 60, Step D + 5% Longevity Classified Salary Schedule Eff. 02/14/2018 PN ISC967

VOLUNTARY CHANGES IN ASSIGNMENT

Plescher, Sarah FC Admissions & Records Technician (100%)

Temporary Change in Assignment
To: FC Evaluator
 12-month position (100%)
 Range 36, Step D
 Classified Salary Schedule
 Eff. 01/03/2018 – 05/31/2018

Teh, Edwin NOCE Instructional Aide (100%)

Temporary Change in Assignment
To: NOCE Instructional Assistant
 11-month position (100%)
 Range 36, Step D
 Classified Salary Schedule
 Eff. 02/01/2018 – 02/28/2018

Villegas, Fatima FC Financial Aid Technician (100%)

Temporary Change in Assignment
To: FC Financial Aid Coordinator
 12-month position (100%)
 Range 40, Step D + 10% Longevity
 Classified Salary Schedule
 Eff. 01/25/2018 – 06/30/2018

Young, Lynette CC Administrative Assistant II (80%)

Temporary Increase in Percentage
From: 80%
To: 100%
 Eff. 01/02/2018 – 04/30/2018

Temporary Increase in Months Employed
From: 10 months
To: 12 months
 Eff. 01/02/2018 – 04/30/2018

PROFESSIONAL GROWTH & DEVELOPMENT

Aponte, Lance AC IT Specialist, Systems Applications (100%)
3rd Increment (\$350)
Eff. 07/01/2018

Classified Personnel
February 13, 2018

Barbaro, Danielle	NOCE	Alternate Media Specialist (100%) 2 nd Increment (\$350) Eff. 07/01/2018
Buechner, Angela	FC	Administrative Assistant II (100%) 1 st Increment (\$350) Eff. 07/01/2018
Cao, Khanh	CC	Instructional Assistant/ Business & CIS (50%) 1 st Increment (\$175) Eff. 07/01/2018
Smith, Deborah	NOCE	Student Services Specialist/DSS (100%) 3 rd Increment (\$350) Eff. 07/01/2018

LEAVES OF ABSENCE

Arreguin, Juan	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/28/2017 -- 03/15/2018 (Consecutive Leave)
Cortez, Margaret	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/17/2018 -- 06/30/2018 (Intermittent Leave)
Cruz, Carrie	FC	Clerical Assistant I (100%) Unpaid Leave of Absence Eff. 01/12/2018 – 03/05/2018
Delgadillo, Dulcemonica	NOCE	Senior Research and Planning Analyst (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 02/09/2018 – 03/30/2018 (Consecutive Leave)
Diaz, Luis	CC	Grounds Athletic Field Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/11/2017 -- 12/20/2017 (Consecutive Leave)

Classified Personnel
February 13, 2018

Salcedo, Daniel	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/08/2018 -- 03/11/2018 (Consecutive Leave)
Sanchez, Lizeth	AC	Human Resources Coordinator (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 03/02/2018 -- 04/13/2018 (Consecutive Leave)
Sorensen, Jeanette	FC	Administrative Assistant II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/28/2017 -- 02/08/2018 (Consecutive Leave)
Rojas, Rebecca	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 12/26/2017 -- 02/19/2018 (Consecutive Leave)
Thompson, Scott	FC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 01/08/2018 -- 01/19/2018 (Consecutive Leave)
Vasquez, Norma	FC	Student Services Specialist (100%) Military Leave With Pay (USERRA) Eff. 04/12/2018 – 04/13/2018; 07/02/2018 – 07/31/2018
Wilkening, Nicholas	AC	District Manager, IT Technical Support (100%) Military Leave With Pay Eff. 02/11/2018 – 03/03/2018 (Consecutive Leave)
Young, Lynette	CC	Administrative Assistant II (80%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Family Illness and Personal Necessity Leave Until Exhausted; Unpaid Thereafter Eff. 01/15/2018 -- 01/14/2019 (Intermittent Leave)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 13, 2018 Resolution _____
SUBJECT: Professional Experts 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
February 13, 2018

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Alexander, John	CC	Technical Expert II	Industry Driven Regional Collaboration Grant	8	09/01/2017	09/29/2017
Alexander, John	CC	Technical Expert II	Regional Automotive Technology Strong Workforce Grant	40	01/02/2018	06/30/2018
Anderson, Janna	FC	Project Coordinator	Graduate Student Internship Program (BSI project #8)	10	01/22/2018	05/25/2018
Ashenmiller, Joshua	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Banda, Sergio	AC	Technical Expert II	Diversity and Inclusion Faculty Fellow Program	15	02/26/2018	05/18/2018
Bogan, Mary	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Castro, Alma	CC	Technical Expert I	Contextualized Directed Learning Activities for the Math Learning Center	40	01/02/2018	01/28/2018
Cho, Seol	NOCE	Project Expert	Mobility Trainer/Promotions Specialist	16	12/09/2018	12/21/2018
Combs, Jennifer	FC	Technical Expert II	Curriculum Committee Work	25	12/16/2017	01/24/2018
Costello, Jeanne	FC	Project Coordinator	ESP-Entering Scholars Program (BSI project #4)	10	01/22/2018	06/08/2018
Crippen, James	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Eisner, Doug	FC	Project Coordinator	Graduate Student Internship Program (BSI project #8)	10	01/22/2018	05/25/2018
Farley, John	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Farnham, Paul	FC	Project Coordinator	Graduate Student Internship Program (BSI project #8)	10	01/22/2018	05/25/2018
Fenter, Laurie	AC	Not-For-Credit Instr I	Assist HR Benefits	26	01/31/2018	03/21/2018
Gonzalez, Amber	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Gonzalez Solis, Veronica	CC	Project Expert	Cyberpatriot Program Lead	26	11/15/2017	12/13/2017
Gonzalez Solis, Veronica	CC	Project Expert	Cyberpatriot Program Lead	26	01/05/2018	02/10/2018

Professional Experts
February 13, 2018

Gonzalez Solis, Veronica	CC	Project Expert	Cyberpatriot Program Lead	26	02/19/2018	03/10/2018
Gonzalez Solis, Veronica	CC	Project Expert	Cyberpatriot Program Lead	26	03/19/2018	03/24/2018
Gonzalez Solis, Veronica	CC	Project Expert	Cyberpatriot Program Lead	26	04/02/2018	05/19/2018
Gonzalez Solis, Veronica	CC	Project Expert	Cyberpatriot Program Lead	26	05/28/2018	06/27/2018
Graves, Gary	FC	Technical Expert II	Curriculum Technical Development and Processing	10	01/29/2018	05/25/2018
Guerra, Catherine	NOCE	Technical Expert I	Supporting Adults for Students Success Workshop Facilitator & Trainer	26	02/05/2018	06/30/2018
Hathenbruck, Brian	CC	Technical Expert I	Baking Pastry and Beverage Management	4	01/02/2018	01/26/2018
Hathenbruck, Brian	CC	Technical Expert I	Baking Pastry and Beverage Management	4	05/28/2018	06/28/2018
Henry, Brittany	FC	Project Expert	Umoja Outreach Coordinator	26	01/29/2018	05/25/2018
Hernandez, Bryant	CC	Project Expert	Cyberpatriot Program Lead	26	01/05/2018	03/10/2018
Hernandez, Bryant	CC	Project Expert	Cyberpatriot Program Lead	26	03/17/2018	03/25/2018
Hernandez, Bryant	CC	Project Expert	Cyberpatriot Program Lead	26	04/02/2018	06/27/2018
Holmes, Ian	CC	Project Manager	Strong Workforce Initiative 2 nd round Media Arts Design Projection Mapping/Motion Design	4	02/12/2018	06/30/2018
Johnson, Michelle	FC	Project Expert	Fullerton College Umoja Program	26	01/29/2018	06/01/2018
Kelley, Paul	CC	Technical Expert II	Industry Driven Regional Collaboration Grant	8	09/01/2017	09/29/2017
Kemp, Darnell	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Klyde, Michael	Cc	Technical Expert II	Industry Driven Regional Collaboration Grant	8	09/01/2017	09/29/2017
Krag, Samantha	FC	Project Coordinator	Graduate Student Internship Program (BSI project #8)	10	01/22/2018	05/25/2018
Levesque, Richard	FC	Project Coordinator	Graduate Student Internship Program (BSI project #8)	10	01/22/2018	05/25/2018
Lopez, David	FC	Project Coordinator	Pathway Transformation Initiative	5	01/22/2018	05/25/2018
Magee, Bruce	FC	Project Coordinator	ESP-Entering Scholars Program (BSI project #4)	10	01/16/2018	05/26/2018
Malloy, Scott	FC	Project Coordinator	Pathway Transformation Initiative – Math	10	01/16/2018	05/25/2018

Professional Experts
February 13, 2018

Markley, Karen	FC	Project Coordinator	Pathway Transformation Initiative	5	01/22/2018	05/25/2018
McMullin, Erika	FC	Project Expert	HORNETS Lab	5	01/29/2018	05/26/2018
Mitchell, Shakeyla	FC	Project Expert	Umoja Outreach Coordinator	26	01/29/2018	06/01/2018
Montero, Vanessa	CC	Project Expert	Dual Enrollment	26	01/29/2018	02/09/2018
Montero, Vanessa	CC	Project Expert	Dual Enrollment	26	02/26/2018	03/16/2018
Montero, Vanessa	CC	Project Expert	Dual Enrollment	26	04/02/2018	04/13/2018
Montero, Vanessa	CC	Project Expert	Dual Enrollment	26	04/23/2018	05/11/2018
Montero, Vanessa	CC	Project Expert	Dual Enrollment	26	05/21/2018	06/30/2018
Nieto, Samuel	FC	Project Expert	Transfer Center Equity Project	26	01/23/2018	06/30/2018
Nordberg, Colby	FC	Project Manager	Lighting Designer	26	01/29/2018	06/01/2018
Norzagaray Spillers, Cesar	NOCE	Project Expert	AEBG Data and Assessment Collection	26	02/01/2018	03/23/2018
Norzagaray Spillers, Cesar	NOCE	Project Expert	AEBG Data and Assessment Collection	26	05/01/2018	06/29/2018
Park, Alice	CC	Project Expert	High School Outreach College Transition Leader	26	01/16/2018	06/30/2018
Perez, Francisco	CC	Project Expert	Supplemental Instruction Expert	26	01/22/2018	03/23/2018
Perez, Francisco	CC	Project Expert	Supplemental Instruction Expert	26	04/02/2018	05/11/2018
Porter, Deidre	CC	Technical Expert II	The Science Institute – Development and Coordination	15	08/25/2017	10/31/2017
Rodine, Jeff	FC	Project Coordinator	Pathway Transformation Initiative	5	01/22/2018	05/25/2018
Rodine, Jeff	FC	Project Coordinator	TAP Program Coordinating and Implementation	15	02/09/2018	05/25/2018
Satterwhite, Micaiah	FC	Project Coordinator	Fullerton College Umoja Program	26	01/29/2018	06/01/2018
Shiroma, Ryan	FC	Project Coordinator	TAP Program Coordinating and Implementation	15	02/09/2018	05/25/2018
Smith, Arnetta	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Solorio, Zelida	CC	Project Expert	Citation Processing Administrator	26	01/16/2018	06/22/2018
Tuttle, Valerie	FC	Project Coordinator	Pathway Transformation Initiative – Content Alignment Transformation (Project #5)	5	01/22/2018	05/25/2018
Vo, Dao	FC	Project Coordinator	TAP Program Coordinating and Implementation	22	02/09/2018	05/25/2018

Professional Experts
February 13, 2018

Washington, Tanya	CC	Project Expert	Teacher Prep. Pipeline Grant	15	02/12/2018	06/30/2018
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NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Noa, Nicanor	Tuition Rate	Winter, Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: February 13, 2018 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
February 13, 2018

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Botts, Yulianti	AC	Clerical/Secretarial - Clerical assistance for Human Resources	02/20/18	06/01/18	TE A 1
Caamal, Marco	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	02/14/18	06/30/18	TE I 1
Cannon, Nichole	CC	Direct Instr Support - Atheletic Program Assistant - Volleyball	02/14/18	05/26/18	TE H 3
Cardenas, Adely	CC	Clerical/Secretarial - Assist in the Conseling Division Office	04/11/18	06/30/18	TE A 1
Castaneda, Melissa	FC	Direct Instr Support - Assist staff with the Pathway Transformation Initiative	02/14/18	05/16/18	TE B 1
Chen, Jasper	CC	Direct Instr Support - Assist with CyberPatriot mentorship program	02/20/18	05/19/18	TE A 3
Franquez, Andrea	FC	Clerical/Secretarial - Assist staff in the CARE Program	03/28/18	06/30/18	TE B 2
Frye, Joshua	CC	Direct Instr Support - Atheletic Program Assistant - Baseball	02/14/18	05/26/18	TE H 3
Gomez Valencia, Omar	FC	Service/Maint - Assist Campus Safety Dept with various duties	02/26/18	05/26/18	TE B 1
Gonzales, Carlos	CC	Direct Instr Support - Atheletic Program Assistant - Baseball	02/14/18	05/26/18	TE H 4
Gonzalez, Diana	FC	Instr Research Assistant - Marine debris research project	02/14/18	05/16/18	TE B 3
Legaspi, Connie	CC	Clerical/Secretarial - Assist in the Language Arts Division Office	03/01/18	06/01/18	TE B 4
Lozano, Rosa	CC	Non-Direct Instr Support - Assist Laboratory Technician in Photography Lab	02/14/18	05/16/18	TE A 1
Olivarria, Joshua	FC	Clerical/Secretarial - Assist in the Counseling Center	02/14/18	05/16/18	TE A 1
Ramirez, Sara	FC	Service/Maint - Assist Campus Safety Dept with various duties	04/02/18	06/30/18	TE B 4
Sanchez, Fernando	CC	Clerical/Secretarial - Assist in the Bursar Fee Station	02/21/18	05/23/18	TE A 1
Uriarte, Diego	FC	Instr Research Assistant - Marine debris research project	02/14/18	05/16/18	TE B 3
Voss, William	FC	Instr Research Assistant - Assist Horticulture Dept with plant nursery	02/14/18	05/16/18	TE A 2
Worley, Crystal	CC	Direct Instr Support - Assist in Outreach events	02/14/18	05/16/18	TE A 4
Wu, Connie	FC	Tech/Paraprof - Athletic Program Assistant - Women's Water Polo	02/14/18	05/29/18	TE H 1

Hourly Personnel
February 13, 2018

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Marzio, Robert	FC	Medical - Clinical Psychologist for campus Health Center	02/14/18	06/30/18	ME D 4

Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Anderson, Christina	FC	Direct Instr Support - Tutor students in the campus Writing Center	02/14/18	06/30/18	TE A 2
Arteaga, Andrea	FC	Direct Instr Support - Tutor students in the campus Writing Center	02/14/18	06/30/18	TE A 3
Brantley, Alan	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	02/14/18	06/30/18	TE A 4
Estrada Tiempos, Jose	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	02/14/18	06/30/18	TE B 4
Knowles, Kevin	CC	Direct Instr Support - Tutor students in the Learning Resource Center	02/14/18	06/30/18	TE B 3
Lee, Abraham	FC	Direct Instr Support - Tutor for the Veterans Resource Center	02/14/18	06/30/18	TE A 1
Liu, Elizabeth	FC	Direct Instr Support - Tutor for the Chemistry PUMP Program	02/14/18	06/30/18	TE B 4
Matsunaga, Zorayda	CC	Direct Instr Support - Interpreter for hearing-impaired students	02/14/18	06/30/18	TE D 1
Matsunaga, Zorayda	CC	Direct Instr Support - Interpreter for hearing-impaired students	02/14/18	06/30/18	TE E 1
Munera, Paola	CC	Direct Instr Support - Tutor in the Learning Resource Center	02/14/18	06/30/18	TE B 2
Sanchez, Starlina	FC	Direct Instr Support - Tutor students in the campus Writing Center	02/14/18	06/30/18	TE A 3

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Nguyen, Thu	FC	Clerical/Secretarial - Substitute for classified employee on leave	02/02/18	06/30/18	TE B 4

Hourly Personnel
February 13, 2018

Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Andino, Ashley	FC	Work Study Student - Assist in the Admissions & Records Office	01/24/18	06/30/18	TE A 1
Barner, Devyn	CC	Full-time Student - Outreach Student Ambassador	02/14/18	06/30/18	TE A 1
Bennett, Charles	FC	Full-time Student - Tutor students in the campus Tutoring Center	02/05/18	06/30/18	TE A 1
Ceballos, Destiny	FC	Full-time Student - Tutor for the Teacher Pathway Partnership Program	02/01/18	06/30/18	TE A 3
Contreras, Jesse	FC	Full-time Student - Assist in campus Bookstore	02/12/18	06/30/18	TE A 1
Corrales, Victor	FC	Work Study Student - Assist in the Student Activities Office	01/29/18	06/30/18	TE A 3
Graham, Eythan	FC	Full-time Student - Marine debris research project	02/14/18	06/30/18	TE B 3
Heida, Joseph	CC	Full-time Student - Assist in Campus Communications Office	01/24/18	06/30/18	TE A 3
Herrera, Beatriz	CC	Work Study Student - Assist in the Admissions & Records Office	01/17/18	06/30/18	TE A 1
Isaias Barajas, V.	FC	Full-time Student - Marine debris research project	02/14/18	06/30/18	TE B 3
Jackson, Alyssa	CC	Full-time Student - Assist in DSS Office	02/05/18	06/30/18	TE A 1
Jimenez, Cassandra	FC	Full-time Student - Assist in campus Bookstore	02/12/18	06/30/18	TE A 1
Jones, Isaiah	CC	Full-time Student - Assist in DSS Office	02/05/18	06/30/18	TE A 1
Khattar, Kaushal	FC	Work Study Student - Assist in the Student Activities Office	01/29/18	06/30/18	TE A 3
Kim, Edward	FC	Full-time Student - Tutor for the Strong Workforce Regional Grant	02/14/18	06/30/18	TE B 4
Lee, Paris	FC	Full-time Student - Assist in the Campus Safety Office	02/05/18	06/30/18	TE B 1
Mirza, Sara	FC	Full-time Student - Tutor for the Supplemental Instruction Program	01/24/18	06/30/18	TE A 2
Ortiz, Scarlett	FC	Full-time Student - Tutor for the Teacher Pathway Partnership Program	02/01/18	06/30/18	TE A 3
Parra, Denise	FC	Full-time Student - Assist in the Student Activities Office	01/29/18	06/30/18	TE A 3
Plantier, Korwin	FC	Full-time Student - Assist students and staff in campus Library	01/24/18	06/30/18	TE A 1
Qiu, Chenxing	FC	Work Study Student - Tutor students in the Math Lab	01/23/18	06/30/18	TE A 2
Reyes, Ana	FC	Full-time Student - Assist in the Veterans Resource Center	01/24/18	06/30/18	TE A 1
Smith, Nathan	FC	Full-time Student - Assist in campus Bookstore	01/29/18	06/30/18	TE A 1
Solis, Alejandra	CC	Full-time Student - Assist in the Learning Resource Center	01/29/18	06/30/18	TE A 1
Tercero, Vincent	FC	Full-time Student - Assist in the lab for the Biotechnology Program	02/14/18	06/30/18	TE A 4

Hourly Personnel
February 13, 2018

Ugay, Paulina	CC	Full-time Student - Assist in the Learning Resource Center	01/29/18	06/30/18	TE A 1
Vasquez, Gonzalo	NOCE	Full-time Student - Assist in the Cypress ESL Learning Center	01/16/18	06/30/18	TE A 4
Vergara, Ashley	FC	Work Study Student - Assist in the Admissions & Records Office	01/24/18	06/30/18	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 13, 2018

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
February 13, 2018

Name	Site	Program	Begin	End
Alvarez, Eicente	CC	Physical Education - Men's Soccer	02/14/2018	05/26/2018
Alvarez, Melissa	CC	Physical Education - Athletic Trainer	02/14/2018	05/26/2018
Alvarez, Michel	CC	Physical Education - Men's Soccer	02/14/2018	05/26/2018
Barrios, Carlos	CC	Physical Education - Men's Soccer	02/14/2018	05/26/2018
Bray, Damote	CC	Physical Education - Women's Basketball	02/14/2018	05/26/2018
Castillo, Victoria	CC	Physical Education - Softball	02/14/2018	05/26/2018
Chavira, Celeste	FC	Internship - Counseling	02/14/2018	05/10/2018
Diaz-Nunez, Maria	CC	Counseling & Student Development	02/14/2018	05/31/2018
Fierro, Richard	CC	Physical Education - Men's Swimming	02/14/2018	05/26/2018
Flores, Stephanie	FC	Internship - Counseling	01/29/2018	05/26/2018
Frye, Josh	CC	Physical Education - Baseball	02/14/2018	05/26/2018
Gonzalez, Carlos	CC	Physical Education - Baseball	02/14/2018	05/26/2018
Gonzalez, Claudia	NOCE	Internship - ESL Program	02/19/2018	05/26/2018
Gutierrez, Alyssa	CC	Physical Education - Softball	02/14/2018	05/26/2018
Gutierrez, Jeanette	NOCE	DSS - Personal Care Attendant	01/10/2018	06/29/2018
Hara, Gary	FC	Internship - Counseling	02/15/2018	05/11/2018
Hill, Kishawn	CC	Physical Education - Women's Basketball	02/14/2018	05/26/2018
Hodgin, Eric	CC	Physical Education - Athletic Trainer	02/14/2018	05/26/2018
Jaurequi, Robert	FC	Friends of the Fullerton College Library	01/25/2018	06/30/2018
Johnson, Matt	CC	Physical Education - Volleyball	02/14/2018	05/26/2018
Jordan, Daniel	CC	Physical Education - Men's Swimming	02/14/2018	05/26/2018
Lachemann, Bret	FC	Physical Education - Baseball	01/31/2018	06/30/2018
Lambright, Steve	CC	Physical Education - Baseball	02/14/2018	05/26/2018
Lewis, Stephanie	CC	Physical Education - Athletic Trainer	02/14/2018	05/26/2018
Lopez, Connie	CC	Art Gallery	01/31/2018	05/18/2018
Maciag, Andrea	FC	Veterans Administration Work Study	02/14/2018	06/30/2018
Magana, Jeana	CC	Physical Education - Women's Basketball	02/14/2018	05/26/2018
Martinez, Jessica	FC	Internship - Counseling	02/14/2018	05/10/2018
McGolil, Jakiya	NOCE	DSS - Personal Care Attendant	01/09/2018	06/30/2018
Nichols, Glenn	CC	Physical Education - Women's Basketball	02/14/2018	05/26/2018
Parker, Ariel	NOCE	DSS - Personal Care Attendant	01/25/2018	06/29/2018
Pedraza, Joshua	NOCE	DSS - Personal Care Attendant	01/10/2018	06/29/2018
Pena, Jorge	NOCE	DSS - Personal Care Attendant	01/24/2018	06/30/2018
Remme, Raney	CC	Physical Education - Women's Water Polo	02/14/2018	05/26/2018
Salhus, Tera	CC	Physical Education - Women's Basketball	02/14/2018	05/26/2018
Sharp, Amara	FC	Internship - Athletic Training	01/29/2018	05/26/2018
Sivley, Anne	NOCE	LEAP - Older Adults Program	01/16/2018	06/30/2018
Soward, C. Gregory	NOCE	LEAP - Older Adults Program	01/15/2018	06/30/2018
Tang, Mingze	NOCE	Internship - ESL Program	02/29/2018	05/30/2018
Taylor-Brown, Christopher	CC	Physical Education - Softball	02/14/2018	05/26/2018
Thomas, Steven	CC	Physical Education - Volleyball	02/14/2018	05/26/2018
Vargas, Josh	CC	Physical Education - Baseball	02/14/2018	05/26/2018

Volunteer Personnel
February 13, 2018

Veloso, Ashley Rae	CC	Physical Education - Women's Basketball	02/14/2018	05/26/2018
Yanez, Julie	FC	Internship - Counseling	01/29/2018	05/26/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
Resolution _____
DATE: February 13, 2018 Information _____
Enclosure(s) X
SUBJECT: Supplemental Early Retirement Plan
(SERP) Staff Participation
Academic and Classified Retirements

BACKGROUND: On October 24, 2017, the Board approved the District to offer a Supplemental Early Retirement Plan (SERP) as an incentive for eligible employees to retire from the District, between May 1 and August 17, 2018, and adopted Resolution 17-18-04 in support.

Participant eligibility was defined as:

- Must be a Certificated or Classified Manager, Regular Faculty, Classified or Confidential employee,
- Must be at least 55 years of age and have five years of service with the District as of August 17, 2018,
- Meet the years of service credit to be eligible for retirement under applicable CalSTRS or CalPERS requirements,
- Must retire from the District between May 1, 2018 and August 17, 2018,
- Submission of required SERP Enrollment Package and a letter of retirement by February 5, 2018.

How does this relate to the five District Strategic Directions? District Strategic Direction 4 states that 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 Board Policy, 7130 Compensation and Administrative Procedure, 7130-3 Retirement Systems.

FUNDING SOURCE AND FINANCIAL IMPACT: As a condition for the implementation of the SERP, the total number of participants is 120 and the financial savings to the District is projected to be \$5.3 million over a five year period.

RECOMMENDATION: It is recommended that the Supplemental Early Retirement Plan, administered by Keenan Financial Group, and the attached list of participating academic and classified employees retiring during the window of May 1 to August 17, 2018, be approved.

Irma Ramos

Recommended by

Approved for Submittal

5.f.1

Item No.

SERP Participants
February 13, 2018

ACADEMIC RETIREMENTS

Almodovar-Sole, Laura	FC	Counselor Eff. August 1, 2018 PN FCF996
Anderson, Barbara	NOCE	NC Instructor, DSS Eff. June 30, 2018 PN SCF999
Bacarella, Russell	CC	Instructor, Automotive Technology Eff. May 27, 2018 PN CCF803
Bennett, Barbara	NOCE	NC Instructor, DSS Eff. July 1, 2018 PN SCF998
Blaschke, Lillian	FC	Instructor, Anatomy/Physiology Eff. June 4, 2018 PN FCF975
Boyce, Jane	CC	Instructor, Psychiatric Technology Eff. May 27, 2018 PN CCF 974
Campbell, Lisa	FC	Dean, Counseling/Student Development Eff. August 17, 2018 PN FCM978
Cantrell, Candice	FC	Instructor, CIS Eff. August 15, 2018 PN FCF963
Cavin, Robert	CC	Instructor, Phil/Religious Studies Eff. May 27, 2018 PN CCF965
Conforti, Daniel	FC	Instructor, Political Science Eff. May 27, 2018 PN FCF947
Dayton, Steven	FC	Instructor, Paralegal Studies Eff. June 1, 2018 PN FCF932

SERP Participants
February 13, 2018

Dickey, Cherie	CC	Instructor, Reading Eff. June 1, 2018 PN CCF949
Egigian, Ruth	FC	Instructor, Foreign Language Eff. June 1, 2018 PN FCF665
Facer, Carolyn	FC	Instructor, Mathematics Eff. August 17, 2018 PN FCF918
Fishman, Darlene	CC	Director, Nursing Eff. July 31, 2018 PN CCM988
Forman, Mary	CC	Instructor, English Eff. May 27, 2018 PN CCF932
Franks, Joseph	CC	Instructor, Psychiatric Technology Eff. May 27, 2018 PN CCF931
Frumkin, Sally	CC	Instructor, Nursing Eff. May 27, 2018 PN CCF774
Fuscardo, Nicholas	FC	Instructor, Physical Education Eff. May 28, 2018 PN FCF910
Gill, David	CC	Instructor, Biological Science Eff. May 27, 2018 PN CCF920
Grabiel, Susan	FC	Instructor, Geography Eff. May 31, 2018 PN FCF898
Gunderson, Lynda	NOCE	NC Instructor, OAP Eff. June 30, 2018 PN SCF 981

SERP Participants
February 13, 2018

Heath, Carolyn	FC	Instructor, Earth Sciences Eff. May 27, 2018 PN FCF889
Henderson, Bruce	FC	Instructor, English Eff. August 5, 2018 PN FCF888
Howey, Dennis	FC	Instructor, Printing Technology Eff. May 27, 2018 PN FCF882
Johannsen, Christina	CC	Instructor, Psychiatric Technology Eff. May 27, 2018 PN CCF900
Johnson, Susan	CC	Instructor, Psychology Eff. May 31, 2018 PN CCF894
Kashi, Barbara	CC	Instructor, Reading Eff. June 6, 2018 PN CCF892
Klein, Margaret	CC	Instructor, Reading Eff. June 1, 2018 PN CCF888
Kong, Wei-Ping	FC	Instructor, Foreign Language Eff. May 27, 2018 PN FCF848
Kruse, Kathleen	CC	Instructor, Nursing Eff. May 27, 2018 PN CCF 883
Lester, Clifford	CC	Instructor, Photography Eff. May 27, 2018 PN CCF942
Linahon, James	FC	Instructor, Music Eff. July 31, 2018 PN FCF835

SERP Participants
February 13, 2018

Lundergan, Robert	FC	Instructor, English Eff. June 1, 2018 PN FCF686
Majarian, Mark	CC	Instructor, Dramatic Arts Eff. May 27, 2018 PN CCF876
Mattson, Carol	FC	Counselor Eff. July 31, 2018 PN FCF726
Mazzaferro, Anthony	FC	Instructor, Music Eff. May 31, 2018 PN FCF819
McAllister, George	FC	Instructor, Accounting Eff. June 30, 2018 PN FCC817
McCament, David	CC	Instructor, Mortuary Science Eff. June 1, 2018 PN CCF752
McKnight, Richard	CC	Instructor, CIS Eff. June 1, 2018 PN CCF868
McQueen, Deborah	FC	Instructor, Mathematics Eff. June 30, 2018 PN FCF809
Meisenhelder, Cecilia	FC	Counselor Eff. July 4, 2018 PN FCF725
Mintzer, Alex	CC	Instructor, Biological Science Eff. July 31, 2018 PN CCF 855
Nolan-Riegle, Mary	FC	Instructor, Biological Science Eff. May 27, 2018 PN FCF791

SERP Participants
February 13, 2018

Padilla, Gerald	FC	Instructor, Ethnic Studies Eff. May 31, 2018 PN FCF787
Patti, Joyce	CC	Instructor, Art Eff. May 28, 2018 PN CCF837
Pelachik, Patricia	CC	Instructor, CIS Eff. July 12, 2018 PN CCF 834
Pickler, Brad	CC	Instructor, Physical Education Eff. May 27, 2018 PN CCF829
Pliska, Steven	FC	Instructor, Dramatic Arts Eff. August 1, 2018 PN FCF777
Reyes, Joe	FC	Counselor, EOPS Eff. July 1, 2018 PN FCF762
Rundus, Katharin	FC	Instructor, Music Eff. June 15, 2018 PN FCF751
Salas, Ricardo	FC	Instructor, Political Science Eff. August 1, 2018 PN FCF750
Schilling, Charles	FC	Instructor, Speech Eff. May 28, 2018 PN FCF745
Shideler, Linda	FC	Instructor, Mathematics Eff. July 16, 2018 PN FCF740
Shier, Carol	FC	Instructor, Reading Eff. July 2, 2018 PN FCF739

SERP Participants
February 13, 2018

Smead, Richard	FC	Instructor, CIS Eff. May 31, 2018 PN FCF737
Spencer, Nora	FC	Instructor, CIS Eff. July 15, 2018 PN FCF731
Takahashi, Kazuyo	CC	Instructor, Foreign Language Eff. June 30, 2018 PN CCF792
Teipe, Emily	FC	Instructor, History Eff. May 31, 2018 PN FCF719
Thomas, David	FC	Instructor, Construction Technology Eff. July 16, 2018 PN FCF718
Valencia, Wendy	CC	Instructor, Nursing Eff. May 27, 2018 PN CCF783
Vanderpool, Jeffrey	FC	Instructor, Philosophy Eff. July 1, 2018 PN FCF679
Veloz, Olivia	FC	Director, Academic Support Programs Eff. June 1, 2018 PN FCM979
Vidal, Sunshine	FC	Counselor Eff. July 3, 2018 PN FCF710
Woll, Gregory	FC	Instructor, Music Eff. June 30, 2018 PN FCF696
Woo, Donna	CC	Instructor, Office Administration Eff. June 1, 2018 PN CCF771

CLASSIFIED RETIREMENTS

Acierno, Darin	FC	Office Coordinator 12-month position (100%) Eff. August 17, 2018 PN FCC998
Aguayo, Ana	FC	Instructional Aide/Cosmetology 10-month position (50%) Eff. August 17, 2018 PN FCC843
Battiest, Starla	FC	Administrative Assistant III 12-month position (100%) Eff. August 17, 2018 PN FCC863
Beard, Claudia	FC	Account Clerk II 12-month position (100%) Eff. July 11, 2018 PN FCC979
Cotter, Sandra	AC	Executive Assistant III 12-month position (100%) Eff. June 1, 2018 PN DEN990
Eggers, Henry	AC	Systems Analyst-Technology 12-month position (100%) Eff. August 15, 2018 PN ISC994
Fighera, Christine	AC	Director, Physical Plant/Facilities 12-month position (100%) Eff. August 16, 2018 PN DEM981
Germanero, Betty	CC	Administrative Assistant II 12-month position (100%) Eff. August 17, 2018 PN CCC939
Gesri, Farid	CC	Facilities Custodian I 12-month position (100%) Eff. July 1, 2018 PN CCC817

SERP Participants
February 13, 2018

Giacalone, Mary Frances	FC	Bookstore Operations Specialist 12-month position (100%) Eff. May 4, 2018 PN FCC911
Ha, Jacqueline	CC	Financial Aid Technician 12-month position (100%) Eff. May 24, 2018 PN CCC932
Hagstrom, Greg	AC	District Mailroom Coordinator 12-month position (100%) Eff. May 4, 2018 PN DEC983
Hermiz, Sabah	CC	Facilities Custodian I 12-month position (100%) Eff. July 1, 2018 PN CCC905
Jajo, Astiphan	NOCE	Facilities Custodian II 12-month position (100%) Eff. May 14, 2018 PN SCC985
Jurado, Jerry	NOCE	Testing & Assessment Specialist 12-month position (100%) Eff. May 10, 2018 PN SCC963
Kavanaugh, Lourdes	FC	Administrative Assistant III 12-month position (100%) Eff. August 16, 2018 PN FCC877
Kawahara, Daniel	CC	Electrician, Communications 12-month position (100%) Eff. August 17, 2018 PN CCC789
Kessler, Michael	AC	Systems Analyst-Applications 12-month position (100%) Eff. May 15, 2018 PN ISC986

SERP Participants
February 13, 2018

Knife Chief, Gail	FC	Instructional Assistant/Math 12-month position (100%) Eff. August 17, 2018 PN FCC873
Komos, Diane	FC	Laboratory Technician/Horticulture 12-month position (100%) Eff. June 1, 2018 PN FCC872
Landis, Donna	CC	Catalog & Schedule Coordinator 12-month position (100%) Eff. August 13, 2018 PN CCC837
Lees, Michael	AC	Courier 12-month position (100%) Eff. July 31, 2018 PN DEC964
Ludford, Deborah	AC	District Director, Information Services 12-month position (100%) Eff. August 17, 2018 PN ISM999
Lusch, Rodney	CC	Skilled Maintenance Mechanic 12-month position (100%) Eff. August 17, 2018 PN CCC924
Martinez, Delores	FC	Admissions & Records Technician 12-month position (100%) Eff. June 1, 2018 PN FCC852
Martinez, Jose	CC	HVAC Mechanic II 12-month position (100%) Eff. August 17, 2018 PN CCC889
Matthews, Judy	NOCE	Admissions & Records Technician 12-month position (100%) Eff. May 1, 2018 PN SCC902

SERP Participants
February 13, 2018

McMeechan, Kenneth	FC	Electrician, Communications 12-month position (100%) Eff. July 1, 2018 PN FCC841
Mejia, Helene	FC	Administrative Assistant II 10-month position (100%) Eff. July 8, 2018 PN FCC743
Mendoza, Diane	NOCE	Registrar 12-month position (100%) Eff. August 1, 2018 PN SCM987
Miller, John	FC	Accounting Technician 12-month position (100%) Eff. August 17, 2018 PN FCC915
Millikan, Linda	FC	Instructional Assistant/Lrng Res Center 12-month position (100%) Eff. August 17, 2018 PN FCC941
Miranda, Albert	CC	Director, Physical Plant/Facilities 12-month position (100%) Eff. July 1, 2018 PN CCM981
Mullen, Susan	FC	Library Assistant II 11-month position (100%) Eff. June 1, 2018 PN FCC730
Myers, Jill	NOCE	Instructional Assistant/DSS 11-month position (100%) Eff. June 30, 2018 PN SCC950
Oberlin, Richard	AC	IT Project Leader 12-month position (100%) Eff. August 16, 2018 PN ISC998

SERP Participants
February 13, 2018

Oropeza, Elaine	FC	Financial Aid Technician 12-month position (100%) Eff. May 24, 2018 PN FCC819
Ortega, Danny	CC	Campus Safety Officer 12-month position (100%) Eff. August 17, 2018 PN CCC827
Peterson, Mark	CC	Piano Accompanist 10-month position (100%) Eff. June 30, 2018 PN CCC798
Riffle, Robert	CC	Manager, Maintenance/Operations 12-month position (100%) Eff. August 17, 2018 PN CCM996
Rivas, Luis	CC	Facilities Custodian II 12-month position (100%) Eff. July 1, 2018 PN CCC788
Roberson, John	CC	Painter 12-month position (100%) Eff. August 17, 2018 PN CCC857
Rojas, Rebecca	CC	Administrative Assistant I 12-month position (100%) Eff. August 17, 2018 PN CCC987
San Roman, Robin	NOCE	Instructional Aide/High School Lab 11-month position (100%) Eff. July 31, 2018 PN SCC943
Sanchez, Ramon	CC	Facilities Custodian I 12-month position (100%) Eff. June 30, 2018 PN CCC946

SERP Participants
February 13, 2018

Sorensen, Jeanette	FC	Administrative Assistant II 12-month position (100%) Eff. August 17, 2018 PN FCC757
Stephens, Laura	CC	Grants & Special Projects Assistant 12-month position (100%) Eff. August 16, 2018 PN CCC773
Stokes, Beth	AC	HR Specialist 12-month position (100%) Eff. June 1, 2018 PN DEN993
Struckman, Glenn	NOCE	Facilities Coordinator 12-month position (80%) PN SCC895 Groundskeeper 12-month position (20%) PN SCC917 Eff. July 5, 2018
Tafoya, Michelle	FC	Administrative Assistant II 12-month position (100%) Eff. August 17, 2018 PN FCC766
Taylor, Melinda	FC	Executive Assistant III 12-month position (100%) Eff. May 2, 2018 PN FCN999
Trinidad, Pablo	CC	Equipment Operator 12-month position (100%) Eff. July 1, 2018 PN CCC882
Van Beynen, Rick	CC	Plumber 12-month position (100%) Eff. July 7, 2018 PN CCC820

SERP Participants
February 13, 2018

Wallis, Lucinda

NOCE

Administrative Assistant III
12-month position (100%)
Eff. May 1, 2018
PN SCC981

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: February 13, 2018

SUBJECT: Resolution
Board of Trustees
Excused Absence

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

BACKGROUND: Pursuant to Board Policy 2725, Board Member Compensation, Board members may be paid for meetings when they are absent, if the Board adopts a Resolution verifying that the absence is excused.

Education Code Section 7425, Subdivision (c) reads as follows:

A member may be paid for any meeting when absent if the Board by resolution duly adopted and included in its minutes, finds that at that time of the meeting he or she is performing services outside of the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.

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 2725, Board Member Compensation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board adopt Resolution No. 17/18-10, Trustee Absence, verifying that Trustee Ryan Bent was absent on January 23, 2018 due to hardship and, therefore, eligible to receive compensation for the Regular Board meeting held on that date. A signed affidavit from Mr. Bent verifying his absence due to hardship will be on file in the Chancellor's Office.

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



Resolution 17/18-10, Trustee Absence

WHEREAS, Education Code Section 72425(c) states:

(c) A member may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.

NOW, THEREFORE, BE IT RESOLVED that the Trustee named below was absent from the Regular Board meeting of January 23, 2018, due to hardship, and therefore, eligible to receive compensation for the meeting held on that date.

TRUSTEE

Ryan Bent

AYES:

NOES:

ABSENT:

ABSTAINING:

DATE ADOPTED: February 13, 2018